



DRIVER APPLICATION

Please email the completed form along with a copy of the applicant's driver's license and personal auto insurance card to riskmanagement@seu.edu with the subject line "Driver Application." Applicant and supervisor will be notified.
Note: Processing can take 3-5 business days and incomplete forms will delay processing. For inquiries, call (863) 667-5304.

DEPARTMENT HEAD / SUPERVISOR INFORMATION

Department

Supervisor Email

Supervisor Name

Supervisor Phone

DRIVER INFORMATION

Name on Driver's License

SELECT ALL VEHICLE TYPES SEU DRIVER WILL OPERATE

Driver's License #

Bus (CDL Required)

Driver's License State

SEU ID#

Bus < 15 Passenger

Expiration Date

Date of Birth

Bus & Van 15+ Passenger

Driver's Email Address

Golf Cart (Street Legal)

Golf Cart

SEU Role

Employee

Student Worker

GA

Student

Volunteer

Other

Personally Owned Vehicle*

Rental

SEU Owned or Leased (non-bus/
van)

Describe "Other" Role

ENTER GL ACCOUNT FOR MVR FEE (\$11-\$30 PER REPORT)

SEU Employment Title

Fund

SEU Driving Purpose

Program

Supervisor's Signature

Campus

Only manual or electronic
signatures are accepted

Department

Date

61400 Object Code

BY CHECKING ALL BOXES & SIGNING THIS DOCUMENT, I, THE DRIVER, UNDERSTAND AND ACKNOWLEDGE:

I have read, understood, and will comply with the **Driver Compliance policy**, located on SFNet.

I am providing a copy of my driver's license and granting Southeastern University permission to annually obtain and review my Motor Vehicle Report through a consumer reporting agency. I authorize Southeastern University to examine this report annually for employment screening purposes, to ensure driver qualifications, and to comply with insurance regulations.

I must complete the assigned driver compliance course(s) annually as long as I have driving responsibilities for the university.

The university vehicle I drive, or any vehicle I lease, rent, or borrow, is to be used exclusively for university business within the scope of what is reasonably required during the performance of such business.

I am responsible for reporting any vehicle incidents to the Risk Management Office at (863) 667-5304.

My name will be added to the SEU Approved Drivers List on SFnet by the Risk Management Office, unless I notify them otherwise.

*Personally owned vehicles are not covered by university's auto insurance policy and I am providing a copy of my personal vehicle insurance to comply with university and insurance requirements.

Student drivers are prohibited from operating 15+ passenger vehicles and are uninsured for such vehicles.

Failure to adhere to all applicable rules, regulations, and policies may result in the revocation of my driving privileges for SEU vehicles.

Driver's Signature

Date

Only manual or electronic
signatures are accepted

SEU Driver Application
2025-0421