Rules of
Department of Public Safety
Division 60—Division of Highway Safety
Chapter 1—Motorcycle Safety Education Program

Title .................................................................................................................. Page
11 CSR 60-1.010 Definitions .............................................................................. 3
11 CSR 60-1.020 Program Sponsor ................................................................. 3
11 CSR 60-1-030 Motorcycle Instructor ......................................................... 4
11 CSR 60-1.040 Student Admission Requirements ...................................... 4
11 CSR 60-1.050 Verification of Course Completion ....................................... 5
11 CSR 60-1.060 Approved Motorcycle Training Courses .............................. 7
11 CSR 60-1.070 Motorcycle Requirements ................................................... 7
11 CSR 60-1.080 Notice and Hearing Requirements ...................................... 7
11 CSR 60-1.090 Sponsor Suspension .............................................................. 7
11 CSR 60-1.100 Quality Assurance Visits ...................................................... 7
11 CSR 60-1.110 Sponsor Pre-Suspension Notification .................................... 8
Title 11—DEPARTMENT OF PUBLIC SAFETY
Division 60—Division of Highway Safety
Chapter 1—Motorcycle Safety Education Program

11 CSR 60-1.010 Definitions

PURPOSE: This rule defines terms used in the rules which pertain to the administration and operations of the Motorcycle Safety Education Program.

(1) Department—Missouri Department of Public Safety. The department is the state agency designated by the governor to establish and administer the motorcycle rider training and safety program.

(2) Division—Division of Highway Safety. A division within the department assigned with the responsibility for establishing and administering the motorcycle rider training course and safety program per Motorcycle Safety Foundation (MSF) guidelines.

(3) Experienced rider course (ERC)—A course of instruction designed to provide experienced motorcyclists with additional skills and knowledge found to be lacking in accident-involved motorcyclists.

(4) Instructor—An individual certified by MSF and approved to teach the motorcycle rider training courses in Missouri. This individual, unless directly employed by the department as a motorcycle safety instructor, is not an agent, servant, or employee of the department or state of Missouri.

(5) Minor—Any person fifteen and one-half (15 1/2) years (15 years and 182 days) old the day the course begins but less than eighteen (18) years old.

(6) Mobile site sponsor—A public or private entity bound by a letter of agreement to advertise for and enroll students, pay for insurance, and provide a facility for the riding portion of the course. The department provides the remaining equipment, material, and instructional staff for the course. In its role as a mobile site sponsor, this entity is not an agent, servant, or employee of the department or the state of Missouri.

(7) Motorcycle RiderCourse: Riding and Street Skills Course (MRC:RSS)—A course of instruction designed to teach new or inexperienced motorcyclists basic riding skills and defensive street riding strategies.

(8) Motorcycle rider training program—The motorcycle rider training and safety program provides information and courses in knowledge, skills, and safety relating to the operation of motorcycles to all motorcyclists in this state. It also provides information to the general public on sharing the roadway with motorcyclists.

(9) Motorcycle Safety Foundation (MSF)—A national, nonprofit organization whose purpose is to improve the safety of motorcyclists on the nation’s streets and highways. The MSF provides programs in rider education, licensing improvement, public information, and research.

(10) Permanent site sponsor—A public or private entity contracted by the department to provide motorcycle rider training on a regular basis. In its role as a permanent site sponsor, this entity is not an agent, servant, or employee of the department or the state of Missouri.


*Original authority 1995.

11 CSR 60-1.020 Program Sponsor

PURPOSE: This rule outlines the standards for an approved motorcycle rider training program sponsor.

(1) No individual, association, partnership, corporation, or educational or governmental agency may sponsor or offer training in motorcycle operation to the public for tuition, consideration, or fee without authorization from the division. To qualify for authorization, a sponsor must be approved by the division through a current contract for a permanent site sponsor or letter of agreement for a mobile site sponsor. Approval will be denied unless a sponsor applicant meets the following requirements. The applicant must demonstrate the capacity to register students, collect and account for tuition as appropriate, arrange public notice of courses, provide required insurance coverage and make all necessary insurance premium payments, submit and maintain all required records, and contract with, schedule, and compensate authorized instructors as appropriate.

(A) All applicants must have access to a riding area for on-cycle training that is—
1. A paved surface, including asphalt, concrete, or other all-weather surface of suitable traction; and

2. Large enough to safely accommodate any motorcycle training range approved by the department, per Motorcycle Safety Foundation (MSF) guidelines, as flat as possible, secure from vehicular and pedestrian traffic, and free of surface hazards and obstacles.

(B) Applicants for permanent sites must also have access to—
1. A secure storage area to physically and environmentally protect training motorcycles and other course equipment;
2. A classroom, not located in a private residence, that is large enough to seat all students and instructors comfortably and that contains at least one (1) adequate desk or equivalent seating and writing surface for each student, and at least one (1) instructor’s desk, table, or podium;
3. Audiovisual presentation equipment for the classroom, including a chalkboard or equivalent; and
4. A first-aid kit and at least one (1) five pound (5 lb.) Class ABC Occupational Safety and Health Administration (OSHA)-approved fire extinguisher, or equivalent, for the riding area.

(2) Approval as a sponsor may be suspended if the sponsor, an instructor under contract with the sponsor, or a member of the sponsoring organization with supervisory or executive duties involving the training program—
(A) Fails to continue to meet the requirements of MSF;
(B) Has been convicted or placed on probation for—
1. Any felony;
2. Any offense involving moral turpitude within the previous ten (10) years from the date of approval or renewal except as provided hereinafter; or
3. Any offense involving tampering with a government record, or any of the following offenses involving the operation of a motor vehicle within the previous five (5) years:
   A. Criminally negligent homicide;
   B. Driving while intoxicated; or
   C. Driving under the influence of drugs;
(C) Cannot provide sufficient information and documentation to enable the department to evaluate or reevaluate the applicant’s request for approval;
(D) Knowingly presents or allows to be presented to the department any false or misleading information relating to a request for approval;
(E) Permits or engages in any fraud or fraudulent practice concerning an application or, in any action between the applicant or
licensee and the public, induces or counte-
nances any fraud or fraudulent practice on the
part of an applicant for a driver’s license or
permit;
(F) Knowingly or recklessly disregards or
fails to comply with any departmental rule,
written policy, or written procedure regarding
the motorcycle operator training program; or
(G) Knowingly allows an instructor to
give, or a student to receive, classroom or
riding instruction if either exhibits any evi-
dence of or effects from an alcoholic bever-
age, controlled substance, or drug as defined
in section 195.010(7), RSMo.

(3) The division may construe any probation
or conviction which is for a criminal offense
arising from a penal provision from another
state, federal, military, or foreign jurisdiction
to be its closest equivalent under the penal
provisions of this state.

(4) Approval may be canceled if—
(A) It was based on false or incorrect infor-
mation or mistake, such as clerical or other
nonsubstantive errors by either party; or
(B) If the discrepancy causing the suspen-
sion under these administrative rules has not
been corrected within the time limit pre-
scribed by a suspension.

(5) Each sponsor must designate a chief
school official to be responsible for signing
contracts with the department, instructors, or
students and for signing any forms required
of the sponsor. The chief school official must
also be designated by the sponsor to be the
custodian of all records, which shall be kept
for a period of at least three (3) years from
the date of the final performance report under
the contract.

(6) If the sponsor is an organization, that
organization shall designate one (1) of its
members as the chief school official. If the
sponsor is an individual, that person shall
also be the chief school official.

(7) The control of the sponsor is consid-
tered to have changed if—
(A) In the case of sole proprietorship,
more than fifty percent (50%) of the control-
ling interest has been sold or transferred;
(B) In the case of a partnership or a corpo-
roration, more than fifty percent (50%) of the
controlling interest has been sold or trans-
ferrer; or
(C) The board of directors, officers, share-
holders, or similar governing body has been
changed to such an extent as to significantly
alter the management and control of the spon-
or.

(8) When control of the sponsor has changed,
as outlined in section (7) of this rule, the con-
tact will be canceled and renegotiated
through the appropriate rules and regulations.

1995.* Original rule filed March 20, 1996,
effective Sept. 30, 1996.

*Original authority 1995.

11 CSR 60-1.030 Motorcycle Instructor

PURPOSE: This rule outlines the standards
for an approved motorcycle rider training
program instructor.

(1) No individual may instruct or offer
instruction in motorcycle operation to the
public for tuition, consideration, or fee with-
out authorization from the division. To qual-
ify for authorization, an instructor must be
approved by the division. Approval will be
denied unless an instructor applicant meets
the following requirements. The applicant
must agree to teach the training courses in
accordance with the division’s rules, policies,
procedures, and approved curricula and must—
(A) Hold a current National Certification
from the Motorcycle Safety Foundation
(MSF);
(B) Be a licensed driver for at least five (5)
years;
(C) Be a current certified advanced motor-
cycle instructor approved by the division;
(D) Be in possession of a valid driver’s li-
ence for at least five (5) years;
(E) Meet the current driving record evalu-
ation standards established by the Missouri
Department of Revenue for school bus drivers
pursuant to Revised Statutes of Missouri;
(F) Meet the current driving record evalu-
ation standards established by the Missouri
Department of Revenue for school bus drivers
pursuant to Revised Statutes of Missouri;
(G) Possess a valid driver’s license that
allows the operation of a motorcycle;
(H) Meet the current driving record evalu-
ation standards established by the Missouri
Department of Revenue for school bus drivers
pursuant to Revised Statutes of Missouri;
(I) Be free from addiction to the use of
alcoholic beverages or drugs; and
(J) Physical and mentally competent
to conduct classroom and on-cycle instruc-
tion, including technically correct riding
demonstrations.

(2) An applicant for approval to instruct
an advanced motorcycle instructor training
course must meet all the requirements to instruct
as identified in section (1) of this rule, plus
attend a department approved curriculum
update, and be able to perform technically
correct riding demonstrations on his/her per-
sonal motorcycle.

(3) Approval as an instructor may be sus-
pended if the instructor fails to continue to
meet the requirements of sections (1) and (2)
of this rule.

(4) Approval may be canceled if—
(A) It was based on false or incorrect infor-
mation or mistake; or
(B) The instructor has been convicted or a
probation sanction under another penal provi-
sion which is for a criminal offense
arising from a penal provision from another
jurisdiction.

(5) Approval may not—
(A) Be based on false or incorrect infor-
mation or mistake, such as clerical or other
nonsubstantive errors by either party; or
(B) Be based on false or incorrect infor-
mation or mistake, such as clerical or other
nonsubstantive errors by either party; or
(C) Be issued to an individual who has
conviction which is for a criminal offense
arising from a penal provision from another
jurisdiction.

(6) Approval or denial of an instructor
applicant shall be based on a review of the
application made by the division. The appli-
cant shall be notified of the division’s decision
and the grounds for the decision.

(7) Approval may be canceled if—
(A) It was based on false or incorrect infor-
mation or mistake; or
(B) The instructor has been convicted or a
probation sanction under another penal provi-
sion which is for a criminal offense
arising from a penal provision from another
jurisdiction.

(8) Approval may be canceled if—
(A) It was based on false or incorrect infor-
mation or mistake; or
(B) The instructor has been convicted or a
probation sanction under another penal provi-
sion which is for a criminal offense
arising from a penal provision from another
jurisdiction.

11 CSR 60-1.040 Student Admission Re-
quirements

PURPOSE: This rule outlines the standards
for admission into the motorcycle rider train-
ing program.

(1) Motorcycle Rider Course, Riding and
Street Skills courses are open to any person
who is—
(A) Physically and mentally capable of
being licensed in Missouri as a motorcycle
operator; and
(B) At least fifteen and one-half (15 1/2) years (15 years and 182 days) old on the day the course begins.

(2) The experienced rider course is restricted to individuals with a current motorcycle (Class M) driver’s license or motorcycle endorsement on their driver’s license. Each student must provide his/her own motorcycle that meets the requirements of 11 CSR 60-1.070 (relating to motorcycle requirements).


*Original authority 1995.

11 CSR 60-1.050 Verification of Course Completion

PURPOSE: This rule outlines the standards for verification of completion in an approved motorcycle rider training program.

(1) The sponsor will issue a Missouri Motorcycle Training Certificate to a student who is at least fifteen and one-half (15 1/2) years (15 years and 182 days) of age and who has successfully completed the approved Motorcycle RiderCourse: Riding and Street Skills course. A completion certificate is issued to verify that the student has met the educational and training requirements for a Missouri motorcycle operator’s permit or license. A Department of Public Safety serialized completion certificate will be issued by the course sponsor to every student completing the approved Motorcycle Rider Course.

(2) The division will accept an original signature or the written, stamped, or typed name or signature of the chief school official on the form. The signature of the instructor on the form must be an original signature. If the chief school official is also the instructor, that person must sign both spaces on the form.


*Original authority 1995.
Motorcycle Rider Course
COMPLETION CERTIFICATE
Missouri Motorcycle Safety Program
Humphreys Suite 201 - CMSU
Warrensburg, MO 64093-5117
800-901-3568

Student's Name
The person named above has successfully completed a basic course in motorcycle safety education approved by the Missouri Department of Public Safety, Missouri Division of Highway Safety.

Date

Instructor Signature
I.D. #

Official Sponsor
I.D. #

No 000000

BACK

1. This card serves as proof of completion of the Motorcycle Rider Course-Riding and Street Skills as required under Title 11 CSR 60-1.050. This card is valid only with an original signature of the instructor and signed, written or stamped name of the Official Sponsor.

2. The training was completed in compliance with the instructional guidelines established by the Motorcycle Safety Foundation. This card is not a permit or license.

Department of Public Safety
Missouri Division of Highway Safety
P.O. Box 104808
Jefferson City, MO 65110-4808
MO 812-0870 (6/96)

SIZE: 3 3/8" X 2 1/4"

FRONT: Lite Blue Random Pattern Wartermark

BACK: Lite Blue State Seal Watermark
11 CSR 60-1.060 Approved Motorcycle Training Courses

PURPOSE: This rule outlines the standards for an approved motorcycle rider training program.

Editor’s Note: The following material is incorporated into this rule by reference:
1) Motorcycle Safety Foundation (MSF), Motorcycle RiderCourse: Riding and Street Skills (MRC:RSS) Instructor Guide, (Irvine, CA, January 1995);
2) Motorcycle Safety Foundation (MSF), Experienced RiderCourse Participant’s Handbook (ERC), (Irvine, CA, February 1993);

In accordance with section 536.031(4), RSMo, the full text of material incorporated by reference will be made available to any interested person at the Office of the Secretary of State and the headquarters of the adopting state agency.

(1) The division adopts the educational, safety, and instructor standards, by reference, of the most current versions of the following Motorcycle Safety Foundation (MSF) courses:
   A) The approved Motorcycle Rider Course, Riding and Street Skills course is the Motorcycle RiderCourse: Riding and Street Skills (MRC:RSS), Modules 1 through 15, or as amended;
   B) The approved experienced rider courses are the Experienced Rider Course (ERC). The choice of curricula is determined by the size of the riding area. The skill and knowledge tests for the ERC curricula are not required but may be used at the sponsor’s discretion;
   C) The approved instructor preparation course is MSF instructor preparation course curriculum.

(2) Approved course curricula are available for inspection at the division’s Jefferson City offices.


11 CSR 60-1.070 Motorcycle Requirements

PURPOSE: This rule outlines the standards for motorcycles used in an approved motorcycle rider training program.

(1) A motorcycle must be rejected for use by the lead course instructor if it fails to meet the requirements of this section or if, in the discretion of the instructor, the motorcycle is unsafe for the rider, an instructor, another student, or any other person permitted in the riding area. A motorcycle may be deemed unsafe because of modification, damage, lack of maintenance, nonstandard configuration, or any other substantial safety reason.

(2) Any student-owned motorcycle must—
   A) Meet all the requirements for operation on public highways;
   B) Have proof of adequate insurance coverage available for inspection by the lead course instructor; and
   C) Meet all other requirements of this rule.

(3) A student may use a borrowed motorcycle if the student can show written permission from the owner to use the motorcycle in the course and if it meets all other requirements of this rule.

(4) A moped, no-ped, motor scooter, motor-assisted bicycle, or a motorcycle with an engine displacement of over 500cc—
   A) May not be used in the basic course;
   B) May be used in the advanced course only if it meets all other requirements of this rule.

(5) No sponsor may provide a motorcycle to a student for use in the advanced course. If a sponsor provides a motorcycle to a student for use in the basic course, the motorcycle—
   A) Must meet the safety requirements of section (1) of this rule;
   B) Must not be prohibited by section (4) of this rule; and
   C) May, but is not required to, be registered, inspected, or insured for operation on public highways.


*Original authority 1995.

11 CSR 60-1.080 Notice and Hearing Requirements

PURPOSE: This rule outlines the notice and hearing requirements for an approved motorcycle rider training program sponsor.

(1) If the division intends to deny, suspend, or cancel approval of a program sponsor or instructor, notice and opportunity for hearing must be given as provided by Revised Statutes of Missouri.


*Original authority 1995.

11 CSR 60-1.090 Sponsor Suspension

PURPOSE: This rule outlines the terms of suspension of a motorcycle rider training program sponsor.

(1) The term of suspension under 11 CSR 60-1.020 (relating to program sponsor) and 11 CSR 60-1.030 (relating to motorcycle instructor) may not exceed one (1) year. The term of suspension may be reduced by the motorcycle rider training program manager of the division on the recommendation of the program director for motorcycle rider training if corrective actions have been taken and the reason for suspension no longer exists. If the reason for suspension still exists at the end of the suspension period, the suspension automatically elevates to disapproval. To again become approved, a disapproved sponsor or instructor must reapply and meet all current requirements for approval.


*Original authority 1995.

11 CSR 60-1.100 Quality Assurance Visits

PURPOSE: This rule outlines the rules for quality assurance visits for motorcycle rider training program sponsors and instructors.

(1) Quality assurance visits (QAVs) will be conducted at each of the motorcycle rider training program sites, at least once per calendar year. During the QAV, the focus will be on the adherence to requirements outlined in 11 CSR 60-1.020 (relating to program sponsor), 11 CSR 60-1.030 (relating to motorcycle instructor), 11 CSR 60-1.040 (relating to
student admission requirements), 11 CSR 60-1.050 (relating to verification of course), 11 CSR 60-1.060 (relating to approved motorcycle training courses), and 11 CSR 60-1.070 (relating to motorcycle requirements).

(2) The QA Vs will be conducted by division personnel or by persons contracted by the division to perform them.

(3) While conducting the QA V, the evaluator will utilize the same pass/fail criteria as is utilized to evaluate the student teaching portion of the approved motorcycle safety instructor training course. The QA V shall be conducted at least once per certification period (three (3) years). Instructor(s) not meeting the approved criteria will be suspended as outlined in 11 CSR 60-1.030 (relating to motorcycle instructor). Remedial actions necessary to remove the suspension will be determined by the motorcycle rider training program manager of the division, on the recommendation of the program director for motorcycle operator training and may include, but is not limited to:

(A) Attending a department-sponsored instructor curriculum refresher course;
(B) Attending all or portions of a department-sponsored instructor training course; or
(C) Teaching an entire course under the supervision of a division staff member, an approved chief instructor, or other individual(s) expressly designated by the division to perform such duties.


*Original authority 1995.

11 CSR 60-1.110 Sponsor Pre-Suspension Notification

PURPOSE: This rule outlines when a sponsor should notify the division of impending legal action.

(1) All sponsors shall notify in writing the division with the details of any legal action which has been filed against the sponsor, its officers, or its contracted instructors within thirty (30) days of such action.


*Original authority 1995.