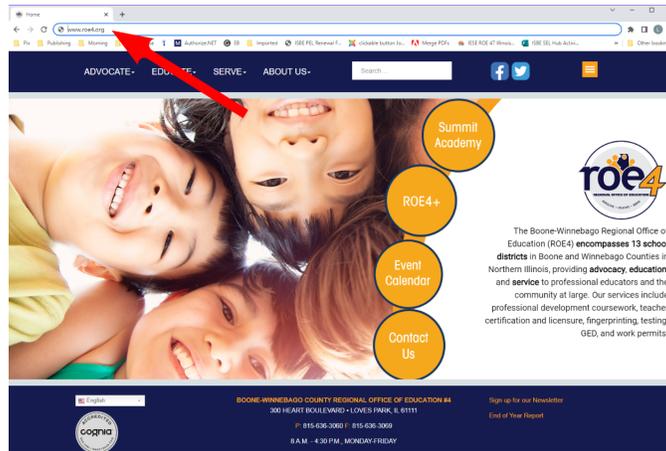


School Bus Driver Registration at ROE 4

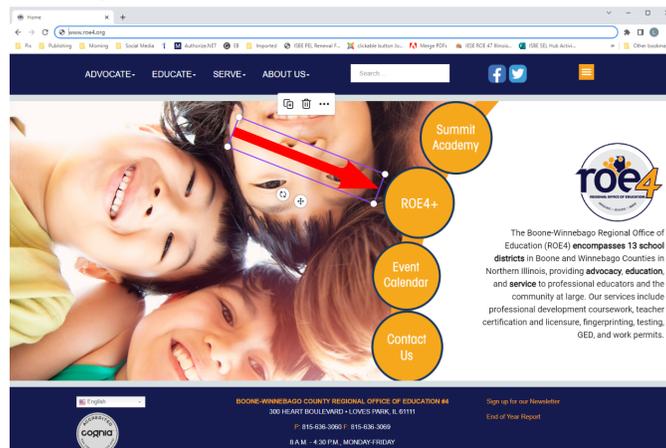
Thank you for your interest in our Event Registration System at Boone-Winnebago Regional Office of Education. Let's get started!

You can access all events, including School Bus Driver Training, in 2 ways:

1. Key www.roe4.org into your URL address bar on your computer and press "Enter":

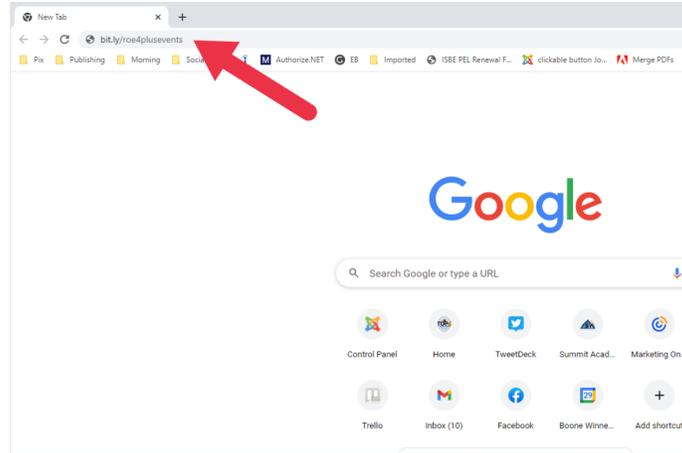


Then, click the orange ROE 4+ circle:



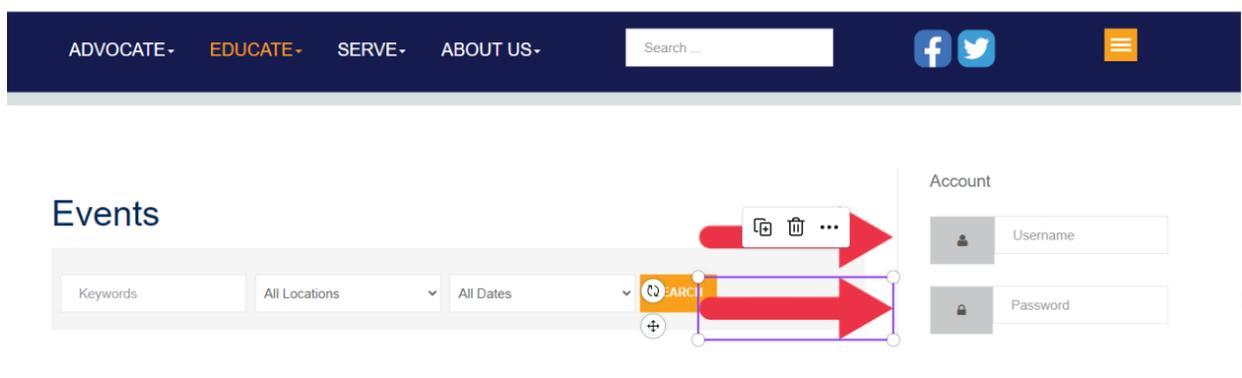
OR

2. Key bit.ly/roe4plusevents into your URL bar on your computer and press "Enter"



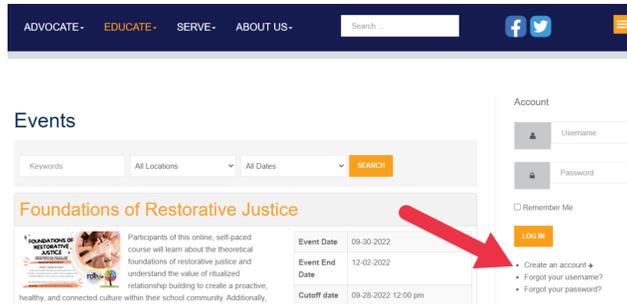
You should now see the Events Registration screen.

If you've previously registered yourself or your driver(s) using the new Events system, navigate to the right side of the page and enter your username and password, then click the orange LOG IN button:

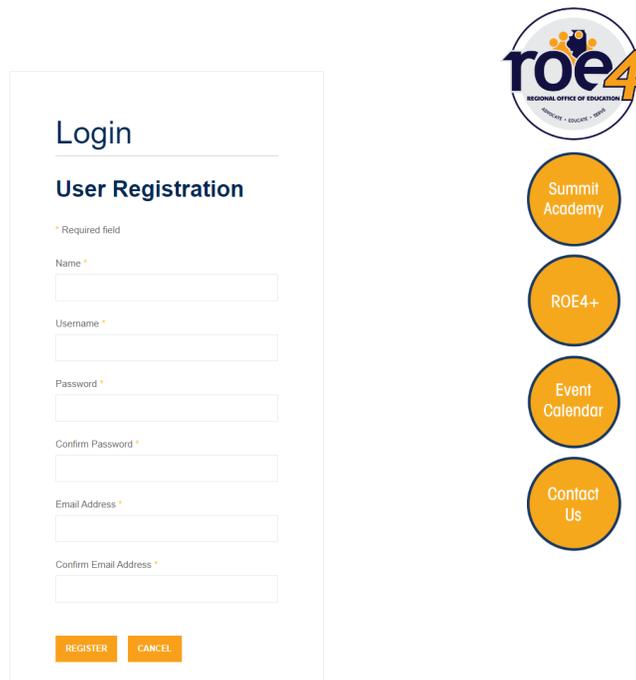


Once you've successfully logged in, you'll notice the Username and Password have been replaced with Account, your first and last name, and an orange LOG OUT button.

If this is your first time registering yourself or your driver(s) using the new Events System, please navigate to the right side of the page and click "Create an account →"



Enter your information into this screen and click the orange REGISTER button:



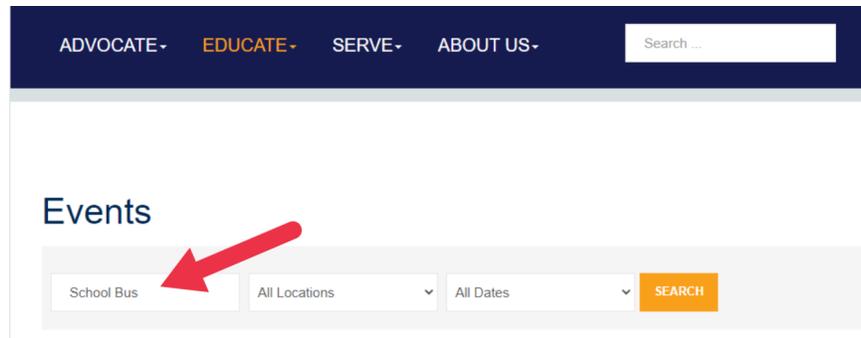
If the system does not automatically log you in, please once again navigate to the Events home page and enter your newly created username and password at the upper right.

Once you've successfully logged in, you'll notice the Username and Password have been replaced with Account, your first and last name, and an orange LOG OUT button.

PLEASE NOTE: If at any time during the log-in or account registration process, you receive a 404 ERROR PAGE message, please use the back arrow or simply return to the Events home page. Your information should be saved.

Congratulations! You're now ready to register your driver(s) for School Bus Driver Training Classes.

Events/Classes are listed in date order. You may scroll through all events/classes to locate the desired School Bus Driver Training class or enter the words School Bus into the Keyword box directly below the Events label at the upper left of the page and click the orange SEARCH button.



ADVOCATE - EDUCATE - SERVE - ABOUT US - Search ...

Events

School Bus All Locations All Dates SEARCH

You should now see a list of School Bus Driver Training classes, recognizable by the image of a yellow school bus.



Select the desired class by date and time. Click the orange DETAILS button for additional information if desired, including training location and pop-up map.

To register your driver(s), click the orange REGISTER (GROUP) button. Even if you are only registering ONE driver, click the orange REGISTER (GROUP) button.

Events

School Bus Driver Refresher Training



School Bus Driver 2-Hour Refresher Course

Bus drivers are required to take a 2-hour refresher course each year to keep their permit current. Drivers or their district/company must pre-register here with the Regional Office of Education (\$10.00 fee required at time of registration).

Course Information:

Drivers **MUST BE REGISTERED TO ATTEND**. Please register in groups of 1-10 participants until the class capacity has been reached. Registration is on a first-come, first-served basis. Phone-in or email registrations are no longer accepted for any bus driver training classes held at ROE 4. Once the class size has reached capacity, no further registrations will be accepted - **NO EXCEPTIONS!**

This course is held in the Regional Office of Education Main Training Room, 300 Heart Blvd, Loves Park, IL 61111. Addresses of courses held at other locations are as listed in the [School Bus Driver Training Schedule](#)). Doors open at 5:30 p.m. Class starts promptly at 6:00 p.m. **LATE ARRIVALS AND WALK-INS WILL NOT BE PERMITTED. No refunds will be given for no shows or within seven (7) days of this class.**

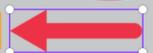
[REGISTER \(GROUP\)](#)[DETAILS](#)[Event Date](#)[Event End Date](#)[Capacity](#)[Cutoff date](#)[Individual Price](#)

On the Group Registration page, hover over the word #Registrants and then slide your cursor/arrow to the white box to the right of the word #Registrants and use the arrows to increase the number of drivers you would like to register at this time. You can also click in the white box and enter the number manually. Once you've entered the appropriate number from 1 to 10, click the orange NEXT button.

Group registration

Please enter information in the form below to complete group registration for **School Bus Driver Refresher Training**.

Please enter number of members for your group registration. Number of members need to be 2 or more. You can enter detailed information for these members in the next step.

[BACK](#)[NEXT](#)

Enter the information for each driver under Member information. A “member” is a driver or registrant.

Please enter information for this member in the form below. All fields marked with (*) are required.

Remember me

LOG IN

- Create an account
- Forgot your username?
- Forgot your password?



Summit Academy

ROE4+

Event Calendar

Contact Us

Member 1 information

First Name *

Last Name *

Participant's Driver's License Number (include dashes: xxxx-xxxx-xxxx) *

Company Email to Receive Completion Certificate *

School District or Company Name *

Driver's Start Date (month/day/year: xx/xx/xxxx) *

Driver's Email *

Member 2 information Populate Data From

First Name *

Last Name *

Once you've entered the information for up to 10 drivers and are ready to process the registration, click the orange NEXT button at the bottom of the page.

Driver's Start Date (month/day/year: xx/xx/xxxx) *

Driver's Email *

BACK NEXT

Billing Information

You should now be on the billing information page. Enter your district's or company's information here, including the credit card information. Again, we will no longer be invoicing companies for school bus driver classes. The only accepted payment method will be a credit/debit card.

Once ALL information is correct, please click the orange PROCESS REGISTRATION button to submit the registration. You should receive a receipt and confirmation via email.