

Registrar's Decisions: Notification (RDN) 06/2025: Class 1 Learning Pathway Program ("C1LP Program")

Access to Motor Vehicle Information Regulation (AMVIR)

This Registrar's Decisions: Notification amends *Registrar's Decisions: Notification 01/2004*. Specifically, this RDN announces: the new Driver Learning Management System ("DLMS"), the release of certain Type VII Information, specifically driver training-related Information, a new release channel for Type VII Information (DLMS Access), and the release of two new Motor Vehicle Information Products – the DLMS Course Transcript and the Notice of Driver Education Course Completion (Course Certificate).

In Alberta, Personal Driving and Motor Vehicle Information ("Information") is collected under the authority of the *Freedom of Information and Protection of Privacy Act* ("FOIP") for *Traffic Safety Act* ("TSA") purposes. Once in the Office of the Registrar of Motor Vehicle Services (the "Registrar"), the Information is exempted from the use and disclosure provisions of FOIP and may be released under the *Access to Motor Vehicle Information Regulation* ("AMVIR").

I. Decisions

To comply with the requirements of AMVIR, and to further strengthen, clarify, and manage the disclosure of Personal Driving and Motor Vehicle Information from Alberta's systems, the Registrar decides to:

- A. Announce Type VII: Driver Training Information as a new type of Information maintained and released by the Registrar under AMVIR.
- B. Announce the Driver Learning Management System (DLMS) as a new electronic system maintained in the Office of the Registrar for collecting and storing driver training-related information, which is Personal Driving and Motor Vehicle Information.
- C. Announce a new release channel for Type VII Information:
 - (a) DLMS Access
- D. Announce two new Motor Vehicle Information Products (MVIPs) to be released by the Registrar under AMVIR:
 - (a) Driver Course Transcript and
 - (b) Notice of Driver Education Course Completion (Course Certificate)

II. Definitions

- "**DL**" means an Alberta driver's licence which is an "operator's licence (OL)", or "driver's licence (DL)" as defined in the TSA. An individual is uniquely identified by the number provided on the front of the DL card. Information about obtaining and

maintaining an Alberta DL is provided on the Registrar's Website at:

<https://www.alberta.ca/get-drivers-licence>

- **“Driver Training School”** means a driver training school that is licenced by the Government of Alberta to provide driver training.
- **“Driving Instructor”** means a driving instructor that is licenced by the Government of Alberta and employed by a Driver Training School.
- **“Independent Driving Instructor”** means a driving instructor that is licenced by the Government of Alberta and contracted by a Driver Training School.
- **“Information”** means Personal Driving and Motor Vehicle Information in any electronic, written or other form that is collected by the Registrar under the authority of the TSA, and which is stored in Registrar's office.
- **“Learner”** means a student enrolled in the Class 1 Learning Pathway (C1LP) program, who receives Personal Driving and Motor Vehicle Information in accordance with this RDN.
- **“MOVES”** means the Motor Vehicle System which is the Alberta Motor Vehicle Registry database.
- **“OL”** means an Alberta Operator's Licence which is an “operator's licence”, or “driver's licence” as defined in TSA.
- **“Personal Driving and Motor Vehicle Information”** means personal driving and motor vehicle information as defined in section 8(1) of the TSA.
- **“Recipient”** means an individual or entity, excluding Learners, described in section 2 of Part A below that receives Personal Driving and Motor Vehicle Information in accordance with this RDN.
- **“Registrar's Website”** means a sub-website maintained by the Registrar on the Government of Alberta website.
- **“Registrar”** means the Registrar of Motor Vehicle Services as defined in the TSA.

A. New Type of Information

For specific purposes identified in section 2 of AMVIR, the Registrar's decision is to **release**, on an ongoing basis, Type VII, Driver Training Information to the Recipients and Learners identified below. Type VII Information may be collected and released by the Registrar through DLMS Access, direct access, and other authorized channels.

1. Information Content

Depending on system requirements, Information availability, and current policies and procedures, the Registrar may modify the Information contained in each Information package released to Recipients and Learners. Any change in Information content will be published 60 days in advance on the Registrar's website.

Type VII Information that may be released by the Registrar may include:

- **Learner Information:**

- MVID
- DL Number
- Learner's Personal and Demographic Details
 - first name
 - last name
 - sex
 - date of birth
 - phone number
 - address
- **Driver Training School**
 - organization name
 - trade name(s)
 - address
 - list of Driving Instructors
 - list of Learners
- **Independent Driving Instructor Information**
 - organization name
 - trade name(s)
 - address
 - MVID
 - DL Number
 - Independent Driving Instructor's Personal and Demographic Details
 - first name
 - last name
 - sex
 - date of birth
 - phone number
 - address
- **Driving Instructor Information**
 - MVID
 - DL Number
 - Driving Instructor's Personal and Demographic Details
 - first name
 - last name
 - sex
 - date of birth
 - phone number
 - address
- **Quiz (Forced Competency)**
 - Quiz identifier
 - Quiz content
 - Data and time of taking
 - Results (pass/fail; percentage)
- **Practical Exam**
 - Exam identifier
 - Exam content

- Date and time of taking.
- Location
- Result (pass/fail; points;)
- **Course materials**
- **Additional course resources**

The content of quizzes is confidential, protected, and cannot be distributed outside of the DLMS environment. Course materials and additional course resources may be protected by copyright, or restrictions in sharing and/or redistribution.

The specific Type VII Information released to each Recipient and Learner may depend on the AMVIR purpose, intended use, and roles. Depending on the Recipient or Learner, the Registrar may release only a subset of the fields and documents listed above.

2. Purposes

Type VII Information may be released to Recipients only under the following AMVIR Purposes, identified under section 2 of AMVIR:

- **2(1)(p)**: only if the individual the information is about has consented to its release in accordance with the requirements in AMVIR

Consent Requirements:

As per section 2(3) of AMVIR, the consent of an individual to the release of that individual's information:

- (a) must be in writing, dated and signed by the individual,
- (b) must identify the information to be released,
- (c) must specify to whom the information may be released and for what purpose the information may be used, and
- (d) must be given for a specified period of time that shall not exceed 3 years, unless otherwise prescribed by the Registrar.

Categories of persons and/or organizations

The categories of persons and/or organizations that have requested access to Type VII Information and will be granted or denied access by the Registrar, are presented below.

Purpose 2(1)(p)

Granted Access: The Registrar's decision is to **release** personal driving and motor vehicle information on the Registrar's motor vehicle information systems collected and compiled for the purpose of identifying licensed operators and registered owners of motor vehicles to ensure responsibility and accountability for their actions with

respect to motor vehicles, only if the individual the information is about has consented to its release in accordance with the requirements in AMVIR. For the scope of this purpose the Registrar's decision is to grant access to:

- A. Driver Training School
- B. Independent Driving Instructors

3. Application and Release Processes

Recipients qualifying under the purposes listed above may be provided access to Type VII Information from the Registrar.

For access to Type VII Information, a Driver Training School or an Independent Driving Instructor must apply and receive an AMVIR Agreement with the Registrar, as required under AMVIR.

4. Use Restrictions

Type VII Information released by the Registrar must be used solely for the purpose for which it was released. Recipients and Learners must not use, disclose, or retain the Information for any other purpose.

- **Recipients** must use the information only for driver training, managing driver training courses, managing their DLMS account, and managing Learner DLMS accounts in compliance with applicable laws and policies.
- **Learners** may access their own information and course-related information for the purpose of managing their DLMS account, learning, training, passing quizzes and practical exams, certification, and printing their Driver Course Transcripts and their Notice of Driver Education Course Completion (Course Certificate).

B. The Driver Learning Management System (DLMS)

Alberta is leading the advancement and professionalization of the commercial driving industry with the Class 1 Driver Learning Pathway Program ("C1LP Program"). Designed to attract and retain commercial drivers to Alberta, the C1LP Program's phased approach enables more drivers to get started in the commercial driving industry and develop advanced knowledge, skills, and behaviours throughout their career..

Transportation and Economic Corridors ("TEC"), in collaboration with Technology and Innovation (T&I), developed the DLMS, a new electronic system, which will be under the control of the Registrar, and which shall be used to collect and maintain certain driver training-related - Information described in this RDN, which constitutes Personal Driving and Motor Vehicle Information.

The DLMS is an integrated online software program that hosts an online course that will:

- House the interactive lessons delivered in the C1LP Program, the post-module quizzes and the final assessment.
- Record student progress through the lessons and modules, assessment scores and assessment attempts.
- Allow for reminders and prompts to support progression and completion.

The Registrar's decision is to collect driver training-related Information through DLMS from the Learners, Driver Training Schools, Driving Instructors, and Independent Driving Instructors and through the DLMS Application Programming Interface (API) from MOVES and from other systems in the Office of the Registrar of Motor Vehicle Services.

DLMS allows the users to log in as Learner, Instructor, or Administrator (TEC staff). The Learner must provide written consent to the Driver Training School and the Independent Driving Instructor (if applicable) to access and modify their driver training-related Information maintained on the DLMS.

A Learner can choose the Driver Training School and may change it as they go through the C1LP Program. The Learner has access to a student workbook (with an attached curriculum framework) and to a profile page which will store all their training completion certificates.

The Learner may print the DLMS Course Transcript at any moment during a course or a training program and may print the Notice of Driver Education Course Completion (Course Certificate) once notified of its availability.

Before a Driving Instructor or an Independent Driving Instructor may access DLMS they must sign the Acknowledgement of the Code of Conduct and read and agree to be bound by the Terms of Use Agreement.

An Independent Driving Instructor can work at or be affiliated with multiple Driver Training Schools and must select the Driver Training School they are working for at the time they are logged in and the Learner's profile they are currently updating.

A Driving Instructor or an Independent Driving Instructor is authorized to update specific records for assigned Learners and to update certificates to indicate when a course is completed.

C. New Release Channel for Type VII Information

C(a). DLMS Access

DLMS Access means a channel and method of access to/release of Information pursuant to which a Learner registered in a course or a pre-approved user of a Recipient having a valid DLMS ID makes a request to the Registrar through electronic means using equipment and systems as approved by the Registrar.

D. New Motor Vehicle Information Products (MVIPs)

D(a). DLMS Course Transcript

The Registrar’s decision is to release, on an ongoing basis, Type VII Driver Training Information in the form of the DLMS Course Transcript to:

- the Learner (in electronic and printed form),
- to Driver Training Schools and to Independent Driving Instructors (in electronic form).

The DLMS Course Transcript provides the following information:

| Learner’s information: | | |
|-------------------------------|----------------------|---|
| Field Label | Field Format | Description |
| First Name | up to 12 characters | provides the first name of the Learner |
| Last Name | up to 44 characters | provides the last name of the Learner |
| Email Address | up to 128 characters | provides the email address of the Learner |

| Courses information: | | |
|-----------------------------|---------------------|---|
| Field Label | Field Format | Description |
| Course | up to 24 characters | provides the name of the course |
| Category | up to 12 characters | provides the course category |
| Date Completed | YYYY-MM-DD | provides the date the relevant course was completed |
| Status | up to 12 characters | provides the status for the relevant course |
| Course Short Name | up to 24 characters | provides the formal acronym of the course |
| Course Full Name | up to 48 characters | provides the formal name of the course |

| Documents and Certificates information: | | |
|--|-----------------------------|-----------------------------------|
| Field Label | Field Format | Description |
| Entry ID | up to 12 numeric characters | provides the entry ID |
| Document Name | up to 24 characters | provides the name of the document |

| | | |
|------------|---------------------|---|
| Issue Date | YYYY-MM-DD | provides the date the relevant course was completed |
| Expiration | YYYY-MM-DD | provides the date the relevant course was completed |
| Status | up to 12 characters | provides the status for the relevant document |

| Form Entries information: | | |
|----------------------------------|-----------------------------|---|
| Field Label | Field Format | Description |
| Entry ID | up to 12 numeric characters | provides the entry ID |
| Form Name | up to 24 characters | provides the name of the relevant form |
| Date Completed | YYYY-MM-DD | provides the date the relevant form was completed |
| Status | up to 12 characters | provides the status for the relevant document |

| Policies information: | | |
|------------------------------|-----------------------------|---|
| Field Label | Field Format | Description |
| Section Name | up to 12 characters | provides the name of the section |
| Topic Name | up to 12 characters | provides the name of the section |
| Subject Name | up to 12 characters | provides the name of the section |
| Policy Number | up to 12 numeric characters | provides the policy number |
| Effective Date | YYYY-MM-DD | provides the effective date for the policy |
| Signed | YYYY-MM-DD | provides the date the relevant policy was completed |

D(b). Notice of Driver Education Course Completion (Course Certificate)

The Registrar’s decision is to release, on an ongoing basis, Type VII Driver Training Information in the form of the Notice of Driver Education Course Completion (Course Certificate) to:

- the Learner (in electronic and printed form),
- to Driver Training Schools and to Independent Driving Instructors (in electronic form).

The Notice of Driver Education Course Completion (Course Certificate) provides the following information:

| Course Certificate Information: | | |
|--|------------------------------------|--|
| Field Label | Field Format | Description |
| Date of Issue | YY-MM-DD | provides the date the Course Certificate was issued |
| Name of Student (Last, First Middle) | Last Name, First Name Middle Names | provides Learner’s last name - up to 44 characters, first name - |

| | | |
|-------------------------|-----------------------------------|---|
| | | up to 12 characters, and middle names - up to 12 characters |
| Driver's Licence Number | #####-#### | provides the Learner's DL# |
| Date of Birth | YY/MM/DD | provides the date of birth of the Learner |
| Course | up to 24 alphanumeric characters | provides the name of the course |
| Course Start Date | YY/MM/DD | provides the course start date |
| Date Course Completed | YY/MM/DD | provides the date the course was completed |
| Last Name | up to 44 alphanumeric characters | provides the last name of the Learner |
| Email Address | up to 128 alphanumeric characters | provides the email address of the Learner |

E. Transition, Application, and Release Processes

Transition Process

- DLMS access for active Driver Training Schools and Independent Driving Instructors will be grandfathered, such that no application process will be required.
- SARTR and TEC will review all active Driver Training Schools and Independent Driving Instructor information. The Registrar will issue AMVIR Agreements to all applicants approved for access.
- The Registrar will send the AMVIR Agreement to the applicant by fax or mail.
- The applicant will be required to execute the AMVIR Agreement, update the contact information, and return the executed AMVIR Agreement before a specific date indicated by the Registrar.
- The Registrar will confirm the receipt of the AMVIR Agreement in writing and will make any changes required on the Registrar's system.
- An applicant that has received an AMVIR Agreement must review, execute, and return the AMVIR Agreement within 3 months from the issuing date. DLMS access for applicants that do not return the executed AMVIR Agreement within 3 months will be terminated.

Application

- New Driver Training Schools or Independent Driving Instructors will have to apply using the standard AMVIR Application process presented on Registrar's website at: [Application for Access to Motor Vehicle Data: Information Sheet](#)

Access and Release

- Driver Training Schools, Driving Instructors, and Independent Driving Instructors will have access through the DLMS. To access the DLMS, a Driver Training School or an Independent Driving Instructor requires a specific AMVIR

Agreement. Driving Instructors employed by Driver Training Schools do not require separate AMVIR Agreements. Depending on role and type of record to be accessed, Driver Training Schools, Driving Instructors, and Independent Driving Instructors may have view only or view/modify access.

- The Learners will have access to Information via DLMS. Depending on the record to be accessed and what the Learner wishes to do with the record, they may have view only or view/modify access.
- Learners are authorized to print the Notice of Driver Education Course Completion (Course Certificate) and the Driver Course Transcript online, from their DLMS Learner account.

III. Notification and Review Process

In accordance with s. 4 of AMVIR, on request by a Recipient identified above, the Registrar's decision is to release, on an ongoing basis, the Information specified in this notification.

This notification was published on January 31st, 2025. Any person may, within 60 days after the date of this publication, ask the Information and Privacy Commissioner (IPC) to review the decision of the Registrar in accordance with Part 5, Division 1.1 of FOIP.

On the publication of this notification, in accordance with s. 4(1) of AMVIR, notice is deemed to have been given for the current and any future releases of the category of Information, and of the person or category of persons to whom the Personal Driving and Motor Vehicle Information is released/or is not released, as described in this notification, for the purposes of notice under Part 5, Division 1.1 of FOIP.

Appendix A: Sample of new MVIPs

The following sample MVIPs show what the new MVIPs announced will display:

- DLMS Course Transcript
- Notice of Driver Education Course Completion (Course Certificate)

My Transcript

Home > My Transcript

- Site home
- All courses
- Dashboard
- Calendar

Full Report for Alen Demo

| | |
|---------------|-----------------------|
| First name | Alen |
| Surname | Demo |
| Email address | alen.demo@hotmail.com |

Courses

10 ▾ entries per page

Search...

| Course | Category | Date Completed | Status | Course Shortname | Course Fullname |
|--------------------|--------------------------|----------------|------------|------------------|---|
| Entry Program | Class 1 Learning Pathway | 2025-07-26 | COMPLETED | C1LP - Entry | Class 1 Learning Pathway - Entry Program |
| Core Program | Class 1 Learning Pathway | - | ATTEMPTED | C1LP - Core | Class 1 Learning Pathway - Core Program |
| Competence Program | Class 1 Learning Pathway | - | INCOMPLETE | C1LP - Comp | Class 1 Learning Pathway - Competence Program |

Showing 1 to 3 of 3 entries

Documents and Certificates

10 entries per page

Search...

| Entry ID | Document Name | Issue Date | Expiration | Status |
|----------|--|------------|------------|-----------|
| 19 | Notice of Driver Education: Course Completion - C1LP Entry | 2025-09-07 | 2026-09-09 | Available |
| 20 | Notice of Driver Education: Course Completion - C1LP Core | 2025-09-08 | 2026-09-08 | Pending |

Showing 2 to 2 entries

1

Form Entries

10 entries per page

Search...

| Entry ID | Form Name | Date Completed | Status |
|----------|----------------------|----------------|----------|
| 15 | Terms and Conditions | 2025-06-09 | Approved |

Showing 1 to 1 entries

Policies

10 entries per page

Search...

| Section Name | Topic Name | Subject Name | Policy Number | Effective Date | Signed |
|--------------|-------------------|-------------------|---------------|----------------|------------|
| | Privacy Agreement | FOIP | 1 | 2023-06-14 | 2025-04-16 |
| | Health and Safety | No Smoking Policy | 2 | 2024-10-30 | 2025-10-31 |

Showing 2 to 2 entries



Notice of Driver Education Course Completion

Protected A (when completed)

The personal information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act. It will be used in the administration of Alberta Transportation and Economic Corridors, Examinations and Licensing' policies and programs. Questions about the collection of this information may be directed to Alberta and Economic Corridors, Examinations and Licensing, TEC.LicensingTraining@gov.ab.ca

To be filled in upon completion of the Driver Education Course.

| | |
|---------------|----------------|
| Date of Issue | year month day |
| | 25/07/25 |

Name of Student (Last, First, Middle)

Wick1, John, James

Driver's Licence Number

180624-3371

| | |
|---------------|----------------|
| Date of Birth | year month day |
| | 82/03/19 |

Course

Class 1 Learning Pathway - Competence Program

Course Start Date

| |
|----------------|
| year month day |
| 25/01/09 |

I certify that the student named above has successfully completed the indicated driver education course in compliance with standards established by Alberta Transportation and Economic Corridors.

| | |
|-----------------------|----------------|
| Date Course Completed | year month day |
| | 25/06/19 |