Policy 13.02 By Order of the Department Failure to Complete Required Examination

**Section:** 2. Driver’s License Laws

**Effective Date:** 06/12/1995

**Revised Date:** 06/05/2018

**Authority:**
R.S. 32:424

**General:**
- When it is determined that any individual has been issued a license without successfully passing all required examinations, the Field Office Manager or CDL Coordinator will officially notify the individual.

**Requirements:**
- An official notification will be directed to the individual requesting that he/she is to report to the local motor vehicle office.
- The individual will be required to take and pass all required examinations relative to the license which was issued.
- The individual must comply with the request within 30 days from the date of the notification or his driving privileges will be subject to suspension.
- If the individual does not comply within the 30-day period, the Department will immediately suspend the license upon receipt of satisfactory evidence from a Field Services Office Manager or CDL Coordinator.

**Related Policies:**
Section 2, Policy 36.00 [Driver Management Fees]