



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

**February 6, 2008**

**MEMORANDUM**

**TO:** Senior Continuing Education Administrators  
Coordinators of DMV Inspection Certification Programs

**FROM:** Barbara Boyce, State Director of Continuing Education

**SUBJECT:** **Course Updates – AUT3129 Auto Safety and Emissions Inspection**

Below are two items related to **AUT3129 Auto Safety and Emissions Inspection updates:**

- **OBD Emissions Inspection Course Materials** - The Division of Motor Vehicles has updated the lesson plan, PowerPoint and state-regulated test for OBD Emissions Inspection training. A CD will be mailed to the DMV Program Coordinator containing the new materials. Colleges can begin using the new materials immediately. DMV has also made the lesson plan materials available on their website (not the tests): <http://www.ncdot.org/dmv/vehicle%5Fservices/emissioninspection/regulationsmanual/>.
- The CD will contain the following materials: instructor PowerPoint presentation, student manual, two versions of the state test, and an answer sheet. **DMV is requiring that the student manual be printed in color and that both versions of the test be given during the testing portion of the class.** Please note that colleges are no longer required to purchase the student handbook from IDEA base.
- Upon receipt of the CD, colleges are asked to sign the attached confirmation form and send to Joann Ingoglia, Program Assistant for Continuing Education at [ingogliaj@nccommunitycolleges.edu](mailto:ingogliaj@nccommunitycolleges.edu) by February 15, 2008. Please be mindful that the CD should be stored in a secure, locked file cabinet since it contains the state-regulated test.
- **2008 Instructor Training Schedule** – The dates for the training at Central Piedmont has changed from March 12 & 13 to March 5 & 6. Attached you will find an updated schedule. Please take the time to review the expiration dates of your instructors to ensure that they are up to date to avoid any lapse in availability to teach. For more information, contact Joann Ingoglia at (919) 807-7223.

If you have questions regarding these documents, please contact Barbara Boyce at (919) 807-7158 or Joann Ingoglia at (919) 807-7223.

BAB/ji

Attachments

c: Presidents  
David Bradley, Division of Motor Vehicles  
Debbie Brewer, Division of Motor Vehicles  
Michael Weaks, Division of Motor Vehicles

CC08-034  
E-Mail/Paper

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MAILING ADDRESS: 5001 MAIL SERVICE CENTER ~ RALEIGH, NC 27699-5001

Street Address: 200 West Jones ~ Raleigh, NC 27603-1379 ~ 919-807-7100 ~ Fax 919-807-7166  
AN EQUAL OPPORTUNITY EMPLOYER

## Confirmation Form

### **OBD Emissions Inspections – Instructional Materials**

(Revised: February 1, 2008)

#### **College:**

**Please print full name** \_\_\_\_\_

The Division of Motor Vehicles – Enforcement Section has requested that all colleges sign this confirmation form which signifies that they have received the OBD Emissions Inspection instructional materials in CD form (revised February 1, 2008) and will begin to use them immediately.

**Signature**

**Date**

Senior Continuing Education Administrator  
or Chief Academic Officer:

\_\_\_\_\_

\_\_\_\_\_

DMV Coordinator/Director:

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Confirmation forms should be mailed directly to the name and address below by February 15, 2008.

**Joann Ingoglia**  
**Continuing Education Program Assistant**  
**5003 Mail Service Center**  
**Raleigh, NC 27699-5003**

Division of Motor Vehicles  
 Vehicle Safety and On-Board Diagnostics (OBD) Emissions

**Registration Form**  
 Instructor Certification Training  
 2008

<b>DMV Vehicle Inspection Certification Coordinator - Contact Information</b>	
<b>Name:</b>	
<b>Position Title:</b>	
<b>Community College:</b>	
<b>Phone Number:</b>	
<b>E-mail Address:</b>	

To register your instructors, please specify their name(s) and desired date(s) in the space below:

<b>Safety Inspection</b>	Wake Tech	Central Piedmont	Cape Fear	Pitt	Fayetteville Tech	Central Piedmont	Wake Tech
	Feb 13	<b>March 5 New Date</b>	April 16	May 7	June 11	Aug 13	Oct 15

<b>OBD Inspection</b>	Wake Tech	Central Piedmont	Cape Fear	Pitt CC	Fayetteville Tech	Central Piedmont	Wake Tech
	Feb 14	<b>Mar 6 New Date</b>	April 17	May 8	June 12	Aug 14	Oct 16

Complete this registration form and send it as an e-mail attachment or fax to:

Joann Ingoglia  
 Program Assistant, Continuing Education  
[ingogliaj@nccommunitycolleges.edu](mailto:ingogliaj@nccommunitycolleges.edu)  
 919-807-7169 (fax)