

There is a minimum class size (18) required to make these worth holding, and at times we've had to cancel a class due to low enrollment. If there are less than 18 people registered for the class 10-days prior to the start of the class, it must be canceled. The costs of materials and providing the instructors is covered through the Bureau Of Transportation Safety (BOTS) and coordinated through Nate. There is typically no registration fee charged for these classes. The minimum number required to host a class is 18 and there is a restriction of 24 on the maximum number that can attend. Any number of attendees between 18-24 will only be restricted by what the facility will allow. The facility will need to be equipped with a PowerPoint projector and sound capabilities.

The Instructors are officers who have completed and been certified in Standardized Field Sobriety Tests (SFST), successfully completed a DOJ/Training & Standards Instructor Development Course (IDC), successfully completed the NHTSA certification for SFST instructor, successfully completed the very long and academically challenging Drug Recognition Expert (DRE) course and be certified as a DRE through the International Association of Chiefs of Police (IACP) a NHTSA approved curriculum.

A minimum of 30-day advance notice is required to request an ARIDE course, but this is typically not enough time if instructors need to be scheduled and coordinated and advertisement is needed to schedule attendees. The course can be listed on WILENET to assist in recruiting registrants. We can usually get instructors lined up within two months from the start of the class date, especially if given a couple date options for flexibility with their schedules. How long is needed for advertising (if any) is dependant upon the given situation and who the audience will be.

To schedule an ARIDE class is simple. Arrange for a facility with PowerPoint capabilities and a sound system, a large enough room to accommodate the number you plan on having attend, with some room to spare for practice skills sessions. Provide the dates you would like to host the class with enough advance notice to arrange for instructors and obtaining registrants. (30-day minimum) Once the instructors have been arranged, you will be provide with the instructors contact information so you can work out the minor details. Advertise or arrange to have at least the minimum number of attendees to hold the class. The instructors all have the necessary forms they need to submit to BOTS and they know what they need to do in regards to getting the materials and requesting reimbursements.