



Knowledge Test – Important Background Information For Applicants for Private Hire and Hackney Carriage (Dual) Drivers Licences

In order to determine fitness to hold a licence, applicants for a driver's licence are required to pass a knowledge test. The purpose of this test is to make sure that all applicants have a satisfactory knowledge of the district of North West Leicestershire and the surrounding areas, places of public interest and entertainment, major destinations such as hospitals, supermarkets etc. and the routes to nearby villages. Drivers will also be tested on their knowledge of the law, safeguarding, disability awareness, highway code, NWLDCs licensing policy and conditions, together with customer care, basic numeracy, and the ability to read, understand and write English.

All new applicants for a private hire driver licence or dual driver licence and holders of a private hire driver licence wishing to become a dual licence holder are required to pass the knowledge test prior to submitting an online application form.

Details on how to make a booking for a knowledge test including our payment can be found on the licensing web pages.

https://www.nwleics.gov.uk/pages/knowledge_test

The requirement to pass a knowledge test applies to both applicants for a dual driver and private hire driver's licence.

Should an applicant have a disability and require reasonable adjustments, they are asked to make Licensing aware when booking the test. Where an applicant has requested reasonable adjustments, the adjustment made must be relative to the applicant's disability.

An element of the test will be completed orally. All applicants will need to show that they have the ability to hold a conversation in English.

ADMINISTRATION

- 1) Applicants will not be permitted to have access to documents, mobile phones etc whilst taking the Knowledge Test.
- 2) The knowledge test consists of the following sections:
 - (a) Writing a receipt
 - (b) Conversational assessment
 - (c) 5 law questions
 - (d) 5 questions on the Highway Code and road signs
 - (e) 5 questions on the Council's own byelaws/conditions (there will be separate questions for dual and private hire applicants)
 - (f) 5 questions on safeguarding / disability awareness
 - (g) 5 questions on routes (dual driver applicants only)

3) Skills Assessment

The first task is to write a receipt (Section A) but if he/she fails, the rest of the test will be cancelled, and he/she will be deemed to have failed the test. To pass this test you will need to include the date, cost, name of the passenger, details of the journey and signature of the person writing the receipt.

4) Knowledge Assessment

The 'knowledge' sections of the test consist of 25 questions for Hackney/ Dual driver applicants and 20 questions for Private Hire applicants.

Pass Mark

Dual driver licence – A total score of 20 achieving a minimum score of 4 in each of the 5 sections (c,d,e,f,g)

Private hire driver licence – A total score of 16 achieving a minimum score of 4 in each of the 4 sections (c,d,e,f)

Private hire applicants are not being tested on topographical knowledge as they are not legally available for immediate hiring in the same way as a dual licence driver. To hire a private hire vehicle the would-be passenger has to go through an operator, so the driver will have an opportunity to check the details of a route before starting a journey.

Should the examiner have concerns over an applicant's conversational proficiency (ability to hold a conversation in English) a second examiner will be introduced. The applicant will then be asked a number of conversational questions on a subject area of their choice. The assessment will last for approximately 5 minutes. In the event that the examiners remain concerned over the applicant's conversational proficiency the

matter will be referred to Committee. Should the Committee refuse the licence application the applicant will receive details of how to access training to enable their conversational proficiency to reach an acceptable standard. The Certificate in English for Speakers of Other Languages (Entry Level 3) is considered to be an acceptable standard.

Applicants are allowed 3 attempts to take and pass the knowledge test. If an applicant fails, 2 weeks must elapse before they can re-sit the test. If an applicant takes and fails the third knowledge test they will be deemed not to be 'fit and proper,' and their application will be refused.

Should you not pass after three attempts you will be required to wait at least 6 months (from the date of the most recent failure) before being permitted to re-take the knowledge test.

Once an applicant passes the knowledge test they will receive confirmation of the pass result, valid for 2 years from the date of the test. The driver must be granted within 2 years of the date of the test.

- 5) Anyone found cheating will fail the Knowledge Test.
- 6) You will only be allowed to take the Knowledge Test three times. If you fail on the third occasion your application will be refused. There will be no refund of any of the application fees.
- 7) There is a fee for the Knowledge Test, and this must be paid beforehand. Should an applicant fail the Knowledge Test then the same fee will be charged for any re-test.
- 8) Failure to attend a prearranged Knowledge Test without good reason will be deemed as a failure. If you do not attend and have not paid the fee you will be required to pay for two Knowledge Tests before you are allowed to proceed.
- 9) The time limit for this Knowledge Test is 45 minutes.
- 10) Candidates will not be allowed to talk during the test except to clarify a question with the invigilator.
- 11) When you are ready to take the test, please contact the licensing section on 01530 454886 or email licensing@nwleicestershire.gov.uk to book a test place.