

## Undue hardship

This form is to be used if you are **unable to hold a learner permit for the minimum time it must be held due to undue hardship** and wish to apply for an exemption.

Visit [vicroads.vic.gov.au](http://vicroads.vic.gov.au) and search 'learner permit minimum holding period exemption' for more information about the process and requirements to apply for this exemption.

**To be issued with a Victorian driver licence, you must be 18 years or over.**

A hardship exemption will only be granted if undue hardship can be proven and VicRoads is satisfied that road safety is not compromised. Any exemption granted may result in conditions imposed on the person's driver licence for a specified period which:

- (a) limit the carriage of passengers
- (b) limit routes of travel
- (c) restrict driving to specified times of the day
- (d) restrict driving to specified days of the week.

**Note:** You are unlikely to obtain an exemption from the learner permit minimum holding period unless you have a clean driving record.

## Who is eligible to apply for an exemption?

To be eligible to apply for this exemption, you must hold a current and valid learner permit. Any exemption granted will commence from the date your licence is issued.

## When should an exemption be applied for?

An application for an exemption can be made if you can demonstrate to VicRoads, by providing supporting documentation, that you or your immediate family will suffer **undue hardship** as a result of holding a permit for the minimum time a permit must be held, due to the nature of your occupation, education or family circumstances.

**Confirmation that an exemption had been granted by VicRoads must be obtained prior to making an appointment to take a Victorian licence drive test.**

## What documentation must be provided?

To support the application you need to provide:

- **Employment:** a letter from the employer verifying the employment and identifying the hardship
- **Education:** a letter from an educational institution or course coordinator verifying student status, dates and time of attendance and identifying the hardship
- **Family circumstances:** a letter from a relevant authority (e.g. medical practitioner, parish priest etc.) describing the impact on the family.

## Submit application

You need to download this form and fill in the correct sections.

The form will need to be uploaded to [vicroads.vic.gov.au](http://vicroads.vic.gov.au) along with the supporting documentation to support your exemption application.

Once the application is submitted, you will receive a confirmation email from VicRoads.

## Outcome of your application

You will be contacted within 15 working days of submitting your application.

If you have not been contacted you can call 13 11 71 with your learner permit number and the exemption application number for more information.

**If your driver licence is cancelled or suspended, any exemption may be withdrawn. This will have an impact on your licence when it is reissued or the suspension ends. If we decide to withdraw the exemption, you will be notified in writing and given an opportunity to show why you should be permitted to retain the exemption. If you don't respond to the notice within the required time, the exemption will be withdrawn without further notice.**

**Note:** The personal information that you provide on this form will be used by VicRoads to assess your application for an exemption. Failure to provide the information may result in your application not being processed.

The personal information we collect from you in association with your application may be used only in accordance with the *Road Safety Act 1986* and associated Regulations or as otherwise required by law. Your personal information may be disclosed to contractors and agents of VicRoads, law enforcement agencies or Courts authorised to collect it.

For further information about our use of your personal information and your right of access to it, please see the VicRoads brochure *Protecting your privacy* or contact VicRoads on 13 11 71.

## 1. Learner permit details

Licence type being applied for (e.g. car or motorcycle)

Current learner permit type (e.g. car or motorcycle)

Current Victorian learner permit number

Please state how many months you have had your current learner permit

## 2. Applicant's details

Surname (please print)

Given name(s) (please print)

Date of birth

Residential address (please print)

Postal address (if same as residential, write 'as above')

Mobile phone number (or other if not applicable)

Email

## 3. If you have held an overseas licence or interstate learner permit or licence, please complete the following.

**Note:** If you have an overseas licence and it is not in English, you will be required to get an English translation from a NAATI approved translator and submit online with the other documents.

Learner permit  Licence

Learner permit/licence type (e.g. car, motorcycle, heavy vehicle)

Country, State or Territory the learner permit/licence was issued

Learner permit/licence number

Issue date of the learner permit/licence

Have you been convicted of any driving offences?  Yes  No

If yes, provide offence details, including any periods of suspensions, cancellations or disqualifications.

Has your overseas licence or interstate learner permit/licence been suspended for medical reasons?  Yes  No

If yes, provide details of your medical condition and suspension periods.

Has there been any other period for which you were not permitted to drive?  Yes  No

## 4. If you are applying for a Victorian motorcycle licence, please complete the following information.

Have you held an Australian motorcycle learner permit?

Yes  No

If you have ticked yes, complete the following:

Motorcycle learner permit number

Duration you have held your motorcycle learner permit

Date of expiry

## 5. Employment travel details

Complete this section if you need to drive to and from work.

Are you self-employed?  Yes  No

Employer's name (business name if self-employed)

Employer's address (business address if self-employed)

ABN (Australian Business Number)

Occupation

Please give an example of a typical working week

Days of the week	Start am/pm	Finish am/pm

**Note:** A letter from your employer (or yourself if self-employed) on a business letterhead confirming these times and location must be submitted.

How many kilometres do you travel both ways to get to your place of employment?  km

Could you use public transport or other means of travel to and from your place of employment?  Yes  No

What public transport or other means of travel is available to you for travelling to and from your place of employment?

