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#### Crosswalk Safety



UL Lafayette's goal is to provide a safe environment on campus for everyone.

Whether you're driving or walking, we want you to be aware of the signals around campus and we want you to know how to approach them. Home » Training

# **Driver Safety**

This course is a Division of Administration (Office of Risk Management) approved training program for State of Louisiana employees, designed to train drivers in collision prevention techniques.

## Learn defensive driving

The Driver Safety course promotes an attitude of mutual understanding, courtesy, and cooperation of the road. Areas addressed include cell phone usage and texting while driving, impaired driving, distracted driving, proper following distance, and techniques for life-long defensive driving.

View Section 18 of the EH&S Policy for additional information.

## Training provided via Cornerstone system

The Cornerstone training system tracks all training and sends reminders when you are due to re-train. Training taken prior to June 25, 2018 was not able to be transfered into this system and must be retaken.

#### Required course

This course is required for UL Lafayette employees who drive state, rental, or personal vehicles on University-approved business or wish to be placed on the University-approved list of drivers.

#### **Access driver safety in Cornerstone**

- 1. Log into ULink
- 2. One the Employee tab in the Human Resources section, click Cornerstone
- 3. Hover over Learning
- 4. Click Browse for Training
- 5. Click State Driver Safety Course
- 6. Click Request

Once your request has been verified, you will be assigned the course. Access the course on Cornerstone on the welcome screen under Assigned Training. You must complete the training portion and submit the authorization form to recieve credit.

#### Students accessing driver safety course

VIEW VIDEO If you are a student (graduate sudent, student worker or a student given permission to drive for the University) and need to take driver safety, you will need to apply for a temporary account application. which will grant you access to Comerstone to obtain the required training. Access the Temporary Account Application form. Temporary Access questions should be directed to Marsha Iones in Human Resources at 482-6242 or humanresources@louisiana.edu. Complete the authorization form The authorization form is a pop-up that appears upon completion of the training. You must select to "always allow" pop-ups when propmted before the form will appear on your screen. Submit the completed form and mark the section as complete. Many employees have had issues completing the form. Check to ensure you have properly completed the form portion of the class. After completion, your DA2054 form will be sent to the safety office and your ODR (Official Driving Record) will be requested and reviewed. Upon clean ODR, your form will be approved. This approved form can be found in Cornerstone in the home section in the "Universal Profile" under the "snapshot" icon. Questions Contact Carl Taz Wininger with guestions at 337-482-1049. f 🔽 👸 🕃 🗷 Print

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