

## Diocese of Knoxville Digital Driver's License Instructions

The link to obtain your Digital Driver's License (DDL) is:

<https://otis.coe.uky.edu/DDL/launch.php>

- Choose the "Sign in with Google" option and enter your myolph.com email and password.
- Choose "Student" and enter the grade you will be entering in the fall.
- Search for the district "Diocese of Knoxville" and select.
- Type in our school name and select.
- Leave the "Search for your advisor" box empty and click on "Update Info".
- You are required to complete the following:
  - ❖ K-8 Educate Yourself
  - ❖ K-8 Protect Yourself
  - ❖ K-8 Respect Yourself
  - ❖ The Cumulative DDL Exam

After completing the DDL Exam, please print out your certificate. You will be required to present it, along with a signed copy of the Chromebook Permission Slip and a protective case (see class supply list) in order for you to receive your Chromebook.

If you have any question, please e-mail Teresa Hale at [thale@myolph.com](mailto:thale@myolph.com).