

ONLINE FIRST CLASS DRIVER C 2518 - DE 005 Student Enrollment Contract

4255 Bryant Irvin Road, Suite 205, Fort Worth Texas 76109 (817) 731-0200

Student Name LAST _____ FIRST _____ MIDDLE _____ Class Date _____
Student Address _____ Date of Birth _____
City _____ State _____ Zip _____ Phone # _____

ONLINE Classroom: Virtual Drive \$150 / Behind the Wheel First Class Driver \$340 / S2D \$10 : Total Course Cost \$500

- Classroom: Length of Course: 32 hrs No. of Lessons: 16 Length of Lesson: 2 hrs Cost Per lesson \$9.375 Total Course Cost \$150
- Schedule2drive.com (C2518) One-time \$10 fee Total Cost S2D \$10
- Behind the Wheel
No. of Lessons: 07 Length of Course: 14 hours Length of Lesson: 2 hours Cost Per lesson \$48.57 **Total Course Cost \$340**

ONLINE Classroom Instruction provided by Virtual Drive, partnered with First Class Driver. Virtual Drive provides 32 hours of class time online. After Module I, when the sixth hour is completed (on or after the third day of class) the student may request to take the permit test from the online instructor.) After passing the permit test the DE964 may be requested. This form is take to the DPS with required forms to receive the permit.

SCHEDULE2DRIVE.com As a convenience to our customers, scheduling student drive times will be done by the student or parents via www.schedule2drive.com. This service provides around-the-clock access for viewing the student record, scheduling, canceling, and rescheduling drive times. After the student receives the permit number from the DPS, the student will register on the site with the child’s information and Texas DPS permit number and will pay a one-time access fee of \$10 with a major credit card or money order. Student Initials _____ Parent initials _____

Classroom Instruction begins ____/____/____ and ends ____/____/____. Class time: _____ AM/PM

STUDENT/PARENT ACKNOWLEDGEMENT: I have been furnished a copy of the school tuition schedule and refund policy; and school regulations pertaining to absence, grading policy, progress, and rules of operations and conduct. I further realize that any grievances not resolved by the school may be forwarded to: Texas Dept of Licensing and Regulation, Driver Training 5701 Springdale Rd. Austin, TX 78723 (512) 505-0500. Student Initials _____ Parent initials _____

MISSED BEHIND THE WHEEL DRIVE TIME: If a student fails to complete any scheduled behind the wheel instruction without advance notice of 24 hours to the school, the student will be charged by the school \$30 for each such occurrence. To avoid no-show charges, the student must give adequate advance notice to the school for the school to schedule another student to receive behind the wheel instruction during that same scheduled time period that is missed or is to be missed by the student. The accumulation of two (2) no-shows will place the student into a pay prior to drive category (student will not be allowed to drive until the no-shows are paid.) Please make every effort to let the school know if student will miss a drive time. Student Initials _____ Parent initials _____

Contractual requirements:

- Classroom - Students have 30 days to complete classroom make-up after the end of class session.
- Behind the wheel: Students have 365 days from the date the permit is received to complete driving. Contract renewal fee is \$50. Student Initials _____ Parent initials _____

I agree to allow my child to have one-on-one instruction BTW in the event that another student cancels or the school is unable to schedule another student at that time. _____ Parents initials

GROUNDS FOR IMMEDIATE TERMINATION The following are examples of inexcusable behavior and will not be tolerated by FIRST CLASS DRIVER. This is not a complete list, just examples. (Discretion is left to the management.) Smoking in/around the building, consumption of alcohol or illegal drugs on the premises, vandalism of building or property, **DISRUPTION to the instructor, other students or tenants in the building**, improper dress, pajamas, open shoes while driving will be grounds for discipline and possible removal from the class and a zero issued for the class. All days missed or zeros received for whatever reason must be made up. **NO SLEEPING or INATTENTION IN CLASS OR CAR, NO CELL PHONE USE/TEXTING IN CLASS or car unless on break time.** Student Initials _____ Parent initials _____

By signing you agree to the terms and conditions set at FIRST CLASS DRIVER:

_____ Signature of Student	_____ Date
_____ Signature of Parent or Guardian (if student is younger than 18 years of age)	_____ Date
_____ Signature of School Representatives	_____ Date

PARENTS: PLEASE ARRIVE NO LATER THAN 5 MINUTES AFTER DRIVE ENDS TO PICKUP YOUR TEEN. PARENT initial _____

CANCELLATION POLICY

A full refund will be made to any student who cancels the enrollment contract before midnight of the third day **excluding Saturdays, Sundays, and legal holidays**. After the enrollment contract is signed by the prospective student, unless the student has completed the course and accepted a certificate during that period.

- This agreement constitutes the entire contract between the school and the student and no verbal assurances or promises not contained herein shall bind the school or the student.
- The school is prohibited from issuing a DE-964 if the student has not met all the requirements of course completion, and the student should not accept a DE-964 under such circumstances.
- This driver education center maintains business vehicle insurance as required by the Transportation Code, Chapter 601, and uninsured or underinsured motorist coverage.

REFUND POLICY

Refund computations will be based on actual instructions received through the last date of attendance. The effective date of the termination for refund purposes will be the earliest of (a) the last day of attendance, if the student is terminated by the school (b) the date of receipt of written notice from the student. If tuition is collected in advance of entrance and, if after the expiration of the 72 hours cancellation privilege, the student does not enter school, terminates, enrollment, or withdraws, the school may retain up to \$50 as administrative expenses and, from the remainder, shall refund that portion of the classroom tuition fees, and behind the wheel tuition and fees for services not previously received by the student. Refunds for items of extra expense to the student, including instructional supplies, books, laboratory fees, service charges, rentals, deposits, and all other such ancillary miscellaneous charges, will be made within 30 days after the effective date of enrollment termination, if these items are stated separately and shown as part of the data furnished to the student before enrollment.

A full refund of all tuition and fees is due and refundable in each of the following cases: (a) when an enrollee is not accepted by the school; (b) There is a misrepresentation in advertising, promotional materials of the school, or misrepresentation of the school. Refunds shall be completed within 30 days after the effective date of termination.

Notice to Parents and Guardians from the Texas Department of Licensing and Regulation

The Texas Department of Licensing and Regulation licenses this driver education center and instructors. As the parent or guardian of your teen, you are entitled to know the minimum requirements of this teen driver course. Minimum requirements include: thirty-two (32) hours of classroom instruction and seven (7) hours behind the wheel and seven (7) hours of observation in car.

The classroom instruction phase shall be completed within the timelines stated in this contract and all hours must be attended and successfully completed or made up. Only two (2) hours of scheduled classroom instruction are permitted per day. Your teen must attend six (6) hours of classroom instruction before a learner's permit will be issued by DPS.

Seven (7) clock hours of in car driving instruction and an additional seven (7) clock hours of in car observation are required. There is a maximum of four (4) hours of driver training per day per student. These activities include in-car driving and observation, scheduled classroom, make-up classroom, and behind the wheel driving. In-car observation time is unlimited. In car driving and observation must be completed within the timelines stated in this contract. (Note: During peak enrollment periods, in car instruction time could be subject to availability.) If you have reason to believe that these minimum requirements are not being met, please call the TDLR at (512)463-6599.

ATTENDANCE AND ABSENCE POLICY

If student is absent more than five days of the classroom instruction, student will drop from class and attend the next scheduled session of classes (session being the 32-hour session) to make up the time missed. Students will not be allowed to be absent from the make-up classes. If there are less than five absences, the assigned module, work must be made up before the 32-hour class session is over.

GRADING AND PROGRESS POLICY

Appropriate standards shall be implemented to ascertain the progress of students. Progress standards shall be the requirements of these currently adopted by the commissioner of education. Mastery is a prerequisite to awarding a grade of 70 or above. Evidence of mastery shall be determined by one or more of the following methods: 1) unit tests and daily work, 2) written assignments, 3) skills performance checklist; and 4) Comprehensive examinations of knowledge and skills. The progress evaluation record shall be of the type and nature to reflect whether the student is making satisfactory progress to the point of being able to complete all subject matter within the allotted time provided in this contract.

RULES OF OPERATION AND CONDUCT

A student or prospective student may be dismissed or barred from the class for tardiness, rude, vulgar, destructive or any disruptive behavior in the classroom; or being generally **inattentive (sleeping, reading, talking, cell phone usage, texting, etc.)** during class. Students terminated for violating rules of conduct may be reinstated at the discretion of the school directors. **If a student is "removed from class" for discipline reasons, he/she will receive a ZERO for the day and must make-up that class the following month, during regular class time.**