

BEHIND THE WHEEL Student Enrollment Contract

FIRST CLASS DRIVER, C2518

4255 Bryant Irvin Road, Suite 105, Fort Worth, Texas 76109 (817) 731 0200

Student Name LAST _____ FIRST _____ MIDDLE _____

Student Address _____ Date of Birth _____

City _____ State _____ Zip _____ Phone No _____

Behind the Wheel Instruction \$350

- **BEHIND THE WHEEL:** No. of Lessons: **07** Length of Course: **14 hrs** Length of Lesson: **2 hrs** Cost Per lesson **\$50** Total Course Cost **\$350**
- **SCHEDULE2DRIVE** As a convenience to our customers, scheduling student drive times will be done by the student or parents with www.schedule2drive.com. This service provides around-the-clock access for viewing the student record and for scheduling, canceling, and rescheduling drive times. Your account will be activated by First Class Driver when required papers, permit and payment have been received.

STUDENT ACKNOWLEDGMENT: 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: TDLR www.tdlr.texas.gov/complaints or call 800 803-9202. **PARENT INITIALS** _____

*****MISSED BEHIND THE WHEEL***** If a student fails to complete any scheduled behind the wheel instruction without advance notice to the school, the student will be charged by the school \$30 for each such occurrence. To avoid said 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 – scheduling is done thru www.Schedule2drive.com. 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.) Student Initials _____ Parent initials _____

Students have 360 days from contract signed date to complete behind the wheel. Renewal fee is \$50. PARENTS _____

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. Parent initials _____

GROUND 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 left to management.) Smoking in/around the building, drunkenness or consumption of alcohol or illegal drugs, vandalism of building or property, **DISRUPTION to THE INSTRUCTOR, other students or tenants in the building or car**, IMPROPER DRESS, open shoes while driving are not allowed. **CELL PHONE USE/TEXTING IN car is prohibited. NO SLEEPING or INATTENTION.** Student Initials _____ Parent initials _____

A copy of the student's recent picture ID is attached (or a suitable likeness.) Parent initials _____

PLEASE ARRIVE NO LATER THAN 5 MINUTES AFTER THE HOUR TO PICKUP YOUR TEEN OR CALL THE OFFICE TO LET US KNOW OF YOUR ESTIMATED ARRIVAL TIME. PARENT initial _____

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 Driving School Representative

Date

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 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 under insured 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 DEPT OF LICENSING AND REGULATION

The TDLR licenses this driver education center and its instructors. As the parent or guardian of your teenager, you are entitled to know the minimum requirements of this teen driver course. Minimum requirements include: Seven hours of driving and seven hours of observation in car. The in-car 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 drive time instruction are permitted per day. **If classroom was completed outside of the First Class office including online, the final classroom certificate must be presented to receive the final Driver Ed certificate (DE964.)**

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 two (2) hours of in car driver training per day per student. 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 Texas Department of Licensing and Regulation at (512) 463-6599.

GRADING AND PROGRESS POLICY

First Class Driver uses the scheduling program: www.schedule2drive.com to schedule/cancel all drive times and provides notes and recommendations for improvement. Parents will be able to view the teenager's progress. Parents will be emailed information to access the account when all paperwork and payments have been received.

RULES OF OPERATION AND CONDUCT

A student or prospective student may be dismissed or barred from the class for tardiness, rude, vulgar, or any disruptive behavior in the car; or being generally **inattentive (sleeping, reading, talking, cell phone usage, texting, etc.)** during drive time. Students terminated for violating rules of conduct may be reinstated at the discretion of the school directors.

First Class Driving School thanks YOU for supporting your local small business.