

COURSE CONTRACT for Students & Families

in accordance with Washington State Department of Licensing (WA DOL)

TUITION, FEES & REFUNDS

- \$600 course tuition, paid in-full at time of registration
- Course includes 15 class sessions, 6 behind-the-wheel (BTW) sessions, 1 observation
 - class sessions = 2 hours each / 30 hours total
 - BTW sessions = 1 hour each / 6 hours total
 - observation = 1 hour total
 - This is the minimum amount of time required by WA State law - no exceptions.
- BTW session cancellations must be made online 48 hours prior to scheduled drive
 - late cancellations made within 48 hours of scheduled drive = \$45 fee
 - “no-show” or “no permit on-hand” for scheduled drive = \$45 fee
- Additional BTW sessions = \$65 each
 - pending school’s drive schedule availability
 - call the school to inquire
- Lost / damaged textbook = \$90 fee
- Course refunds will only be issued before the first scheduled class date.
 - all refunds are subject to a \$35 administration fee
 - no refund will be issued if the applicant received an instruction permit through A Driving School of Gig Harbor, Inc. (via course waiver for DOL)

ATTENDANCE

- Students must be age fifteen (15) or older by the first class session date.
- Arrive on-time and attend all scheduled sessions.
- Students must NOT miss the first three (3) scheduled class sessions to remain enrolled in the course.
- Students will not be allowed to enroll after the first three (3) class sessions have been completed.
- Students may incur no more than three (3) absences/tardies during the course.
 - each absence/tardy will result in a mandatory make-up session
 - make-up session will be scheduled by the instructor to cover material and/or exams missed
 - excessive absenteeism may result in the need to retake the course at full-tuition rate

INSTRUCTION

- Students must have an official WA State Learner Permit by the end of the first week of the course.
- Learner Permit must be shown to the BTW instructor before each driving session to avoid a \$45 fee.
- Each student is required to schedule at least one (1) BTW Observation. Tardiness may result in:
 - the BTW instructor leaving without the “observer” in order to conduct scheduled drive session
 - the need to schedule another observation at a later date (via online)
- To complete the course, students must...
 - attend all required course sessions (i.e. classroom, BTW, observation)
 - complete all written assignments
 - earn a minimum score of 80% or better on the final written test and final BTW drive.

STUDENT CONDUCT / BEHAVIOR EXPECTATIONS

Driving is a privilege and a responsibility that our state takes seriously. Classroom and driving session behavior is practice for lawful conduct behind the wheel since safety and safe decision-making is the priority. This is an intense and condensed course. We cover an entire textbook in five (5) weeks that includes thirty (30) hours of classroom instruction.

- No one has the right to interfere with the learning, physical safety and/or emotional safety of others.
 - Mobile phones must be “off/silent” during all instructional sessions (i.e. classroom, BTW, observation). Mobile phone use during instructional sessions may be considered “disruptive conduct.”
 - Disruptive and/or disrespectful behavior will result in a parent-instructor conference. Further inappropriate behavior may result in a student being removed from the course without a refund.
 - Illegal activities on the premises may result in the student being removed from the course without refund.

FAMILY ENGAGEMENT

- Parent Orientation is REQUIRED
 - attend the online Zoom orientation meeting and/or watch the recording of the orientation meeting
 - will be scheduled prior to the start of each course
 - date/time of the orientation and a link to join the Zoom meeting will be sent via email
 - after the online Zoom meeting is completed, a link for the video will be sent via email
- Intermediate Driver’s License (IDL) requirements will be covered during Parent Orientation
- To ensure student safety, families are expected to pick up their student promptly after each classroom, BTW and observation sessions.
- Practice - Practice - Practice
 - Students who receive at-home support are more likely to meet the minimum score of 80% or better on the end-of-course classroom and BTW exams
 - WA DOL requires fifty (50) additional hours of BTW practice prior to applying for a driver’s license, including ten (10) hours of nighttime driving.