



Applechoice Driving School

Your Best Choice for Safe and Quality Drivers Ed!

Program Rules / Terms of Service (Teens and Adults)

1. You must report to class on time. If you come 15 minutes after the class has already started you will not be credited for that day and will have to make up the class another time.
2. There is a 15 minute break after 90 minutes of instruction.
3. No eating or drinking (except water) permitted in class during instruction.
4. There should be no writing, drawing or damaging company property. If you are caught you will be assessed a minimum charge of \$25.00.
5. You must stay awake during class instructions. No sleeping or snoring
6. Refrain from using profanity or any obscene language or gesture.
7. All beepers, cell phones, and any other electronic gadget must not be used during class instructions.
8. No children or other person may accompany you to class except a mentor or an interpreter approved either by us or by the MVA.
9. You must pass the final exam and make up any units missed. You will be responsible for the completion of all tests.
10. There is a \$25 fee for making up a unit. This fee is waived if the cause of absence was a situation beyond your control. However, if you miss three consecutive units, you will be dropped from the class.
11. Applechoice driving school will not be responsible for anything that occurs outside the classroom.
12. You must have a valid Learner's permit before your Behind The Wheel Training begins. *****Cancellation of a drive time with less than 48 hours notice, FOR ANY REASON, will result in a \$30 cancellation fee.**
13. All balances must be paid before you can be scheduled for BTW.
14. You must be neat and dress appropriately for your BTW training. Flip-flop or slippers are not acceptable in the car.
15. Safety is our priority, absolutely no horse playing, dangerous, or intentional reckless activity will be permitted during BTW.
16. After completing the 30 hours classroom and 6 hours BTW training, your information will be electronically transmitted into MVA data base. You must wait 48 hours to schedule your MVA skills test.

Refund Policy

Students may receive a complete refund of the course fee they paid if they withdraw prior to the first day of class. Here is the schedule for prorated refund:

- Withdrawal prior to start: 100% of fees paid
- Withdrawal after start: 30% of fees paid divided by 30 hours for each hour of classroom not completed; 70% of fees paid divided by 6 hours for each hour of Behind The Wheel instruction not completed.

Any unpaid application automatically cancels. Request for full refund must be made in writing 72 hours before the first day of class, If less than 72 hours, \$70.00 refund fee applies.

Refunds will be forwarded to the address of record within 15 days of the date that written notification of withdrawal is made.

In addition to the monetary refund, students will receive documentation of any training that was completed on the appropriate Motor Vehicle Administration provided forms.

I certify that I have read, understand, and agree to the program rules above.

Getting Acquainted with Your Driving School and MVA New Drivers Guidelines

With Every Right Comes a Responsibility The Student and the Driving School

1. Each student has the right to a certified competent instructor, knowledgeable about the curriculum and traffic safety issues. With that right each student has the responsibility to arrive prepared and on time for every class without such distractions as talking or text messaging on cell phones, being disrespectful to the instructor, or talking with other students in class.
2. Each student has the right to be taught the entire 30 hours of classroom instruction in an informative, interesting and challenging manner. With that right each student has the responsibility to be attentive and actively participate in every class.
3. Each student has the right to experience the full 6 hours of behind-the-wheel driving instruction as required in the curriculum. With that right each student will listen to the instructor and not drive in a negligent or dangerous manner.
4. Each student has the right to be treated in a courteous, civil and respectful manner. With that right each student has the responsibility to be polite and respectful to the instructors at all times and to be willing to accept positive criticism to help achieve driving success.
5. Each student has the right to attend class in a clean, safe, secure, temperature-controlled and fully equipped classroom that meets the local fire and building codes and MVA requirements. With that right each student has the responsibility to respect the property of the driving school by not defacing or destroying equipment or vehicles.
6. Each student and parent/driver coach has the right to visit the driving school, see the instructor's license and certification, and observe any class session including in-car sessions, in which his/her student is included. With that right each parent/driver coach has the responsibility to refrain from interfering with the instruction, classroom or driving, while the class is in session.
7. Each parent/driver coach and student has the right to have the driver education program, including both the 30 hours of classroom instruction and the 6 hours of required driving time, completed within 18 weeks of the first day of class. With that right each parent/driver coach has the responsibility to take an active role in his/her student's driver education by monitoring all progress, communicating with the driving school and/or instructor, and practicing with the student driver if he/she has a learner's permit.
8. Each parent/driver coach and student has the right to place a complaint with the Motor Vehicle Administration regarding problems associated with the driving school or the instructor (**The number to call is 410-424-3751**). With that right each parent/driver coach and student has the responsibility to pay the driving school promptly for the driver education class and to alert the owner or manager of the driving school about any problems or complaints before contacting an outside agency.

I understand the rights and responsibilities of driving schools, students, and parent/driver coach