

# Premier Driving School Class Policies

Instructional permits should be brought to each class.

## **ATTENDANCE:**

- Students must be 15 before the class session starts. They can turn 15 on the 1st day of class.
- Washington State requires 30 hours of classroom instruction and 4 hours of computer simulation. No student can be enrolled after the 3rd class has started.
- All 34 hours of class time must be attended or made up. If you are making up a class you will need to plan on being here for the full 2 hours.
- Student's folders need to be signed each class by both the student and the instructor. Students will be considered absent and will need to make up that particular class if not signed. Any student that attends via zoom will be required to email a completed and signed Attendance Log within ONE hour of the class end time along with the completed workbook pages for that class.
- If a student is more than 10 minutes late to a class without prior notification they will not be allowed to attend and will be scheduled for a makeup class.
- If a student misses more than 2 classes they can not take the class test until those makeup classes are completed.

## **WITHDRAWAL OR REMOVAL FROM COURSE:**

- Students who need to withdraw for unexpected reasons may transfer to another session **with prior approval** from Premier Driving School or a refund will be prorated based on the number of classes attended and \$60 charge per completed drive.
- Students who do not finish all classroom instruction and 5 drives within 3 months from the end of class will need to register for a new class. Any remaining balance from the incomplete course will be required to be paid in full before the start date of the new class. If the student's tuition was paid in full, the restart fee will be \$200 and will have to be paid in full before the start of the new class.
- **NO TUITION REFUND WILL BE GIVEN FOR:**
  - Removal from course behavioral problems, cheating, or defacing classroom materials.
  - Students observed driving themselves to class OR drives without an adult in the vehicle.
  - Use of tobacco products in class or in our car.
  - Arriving for class or for a drive intoxicated or in a drug induced condition.
  - Students removed for any of these reasons will not be permitted to re-enroll at Premier Driving School.

## **BEHIND-THE-WHEEL DRIVING SESSIONS: \$40 no show fee**

- Instruction permits must be brought to each BTW session.
  - A no show fee will be charged if a student does not bring a permit.
- Students will be scheduled in 1 or 2 hour driving sessions. Observing other students is required by Washington State. Students are not allowed to do homework or have other materials that would distract them from observing the other driver while in the backseat, this includes their phone.
- Students can bring their driving log to each drive and receive an hour credit toward their required 50 hours. \*Please make sure the instructor signs the log to get credit. Students are allowed to log into a drive app (if they log their hours this way) before they begin the drive and to log out when the drive is completed. Their phone will be placed in the glove box of the car during the drive.

- All driving skills will be scored: 4- Excellent, 3- Satisfactory, 2- Not passing, 1- Failed. Skills receiving a 1 or 2 will need to be practiced outside of Premier Driving School.
- Students needing extra time/drives to practice can choose to pay for extra drives at \$40/hr. We hold the right to require extra driving lessons to get the course completed.
- Premier Driving School must receive a call or text at least 24 hours in advance of a drive cancellation or students will be charged a NO-SHOW fee of \$40. Students do not receive no-show fees for missing classes; the missed class(es) will need to be made up.
- If a student is more than 10 minutes late for a scheduled drive, the student will be charged a \$40 NO-SHOW fee.
- Arriving impaired for any reason (lack of sleep, intoxication, medication, etc) or wearing footwear (flip flops, high heels etc) which may impair the ability to safely operate the vehicle, the lesson will be canceled and considered a NO-SHOW.

### **COURSE COMPLETION AND FEES:**

- The student will not be allowed to schedule their 5th drive until all fees are paid.
- Course completion cannot be completed in fewer than 30 calendar days.
- All classes and drives will need to be made up within 90 days of the end date of class.
- An 80% or higher is required on the class and state written test. The state written test can not be taken until all classes and drives have been completed.
- Only after 34 classroom hours, (5 driving hours with observation have been completed and all fees are paid), will a course be entered into the Department of Licensing database. A course complete is required in order for students to pay for and receive their license before their 18th birthday. (Under 18? Washington State requires you to finish a driving course!)
- Exceptions: Any extenuating circumstances will need to go through Premier Driving School staff.

### **GENERAL INFORMATION:**

Students are not allowed to use their phone during instruction time unless otherwise directed. Their phone will be taken away if they are using it during instruction time and a parent will have to come get the phone from the office. If their phone is taken they will be allowed to use the office phone to call a parent.

Cell phones, earbuds and headphones are not allowed during class or student drives.

### **PREMIER DRIVING SCHOOL - DRIVERS EDUCATION TUITION**

Tuition cost is \$495 if paid in full, \$525 with \$250 down if a payment plan is needed. The price of tuition includes Drivers Education class, 5 behind the wheel drives with an instructor, 2 free tries at the WA State Knowledge test (\$15 thereafter) and a discounted price on the WA State Drive Test of \$40. Students can receive a full refund if they attend 3 classes or less.

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Student Signature

Printed Name

Date

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Parent/Guardian Signature

Printed Name

Date

I have received information about the Wasington's Intermediate licensing requirements, restrictions and penalties.

Student's initials \_\_\_\_\_ Parent's initials \_\_\_\_\_

12/04/2024