



Certified Driving Schools Inc., DBA Driving 4 Teens

786 Euclid Ave, Palatine, IL 60010

847-991-9600 info@driving4teens.com

Print Student's Legal Name:

First _____ MI _____ Last _____

Class number _____ (To be filled in first day of class)

High School _____

Please sign or initial (both parent and student) where indicated by arrow.

Conduct-Disorderly conduct of any kind is unacceptable and will not be tolerated. This may result in expulsion from the class/school. Drug and alcohol use are not permitted at any time. There will be zero tolerance.

Cell Phone/electronic device usage-Students will not be allowed to use their cell phone or any electronic devices while in the classroom or in the driver instructional vehicle. This policy includes talking, texting, taking pictures or using any apps on a mobile device. This policy will be strictly enforced. ***We understand the Cell phone/electronic device section.*** _____ 

Attendance-Students are allowed to miss up to four classes, however all classes missed must be made up. This is State law. **Items left behind**- Please be sure to take all of your belongings with you when you leave the classroom and instructional vehicle. Neither Driving 4 Teens, or the instructors are responsible for lost items.

Any student who misses more than four classes must re-enroll in a future class and **a \$150 reinstatement fee will apply**. The Secretary of State requirements call for 30 hours of classroom instructional time.

Grade Eligibility-Pursuant to section 6-408.5 of the Illinois Vehicle Code, any student under the age of 18 currently enrolled in a public or private school and taking drivers education, cannot receive a certified letter of completion unless they provide Driving 4 Teens with one of the following items:

For students currently enrolled in a public or private school:

1. Drivers Education Approval Form- Please fill out, sign and bring to your High School registrars office **OR**
2. Copy of student's **High School report card/transcript** for the past 2 semesters showing 8 passing grades **OR**
3. Pink Form- If you do not have 8 passing grades in the past two semesters or had dropped out of school and are under the age of 18.

For home Schooled-Yellow Form filled out by the parent or guardian

Classroom Instruction-All classroom instruction will take place at either of our classroom locations, 786 Euclid Ave, Palatine, IL 60067 or 714 Schaumburg Rd, Schaumburg, IL 60194 as specified and designated by the student's enrollment. Classroom instruction consists of a total of 30 hours broken into 15, 2 hour lessons. Classes are scheduled Monday-Thursday during the regular school year unless otherwise stated. Classes are scheduled Monday-Friday during the summer unless otherwise stated. Weekend class is held on Saturday and Sunday for the first weekend and Sunday there after. Please take into consideration school district and state days off. Classes and schedule are subject to change without notice.

Contract price and terms of payment-A \$100 deposit is required to hold the students spot in the class. Even though you may have registered on line the spot is not held until the deposit is received. The remaining balance is due the first day of class and can be made by credit card, check or cash. A \$50 NSF fee will be charged for any returned checks. The School will not refund any tuition or part of tuition if the school is capable and willing to perform its part of the contract. The Silver Teen program for \$495 includes 30 classroom hours, 6 hours of BTW instruction and 6 hours of BTW observation. Private lessons are available for \$70/hr.

Behind the Wheel Lessons (BTW)-Students will be charged a \$50.00 cancellation fee if the scheduled behind the wheel lesson is canceled within 72 hours or less. **The student must have a valid permit with them for each and every time they drive.** If the student is unable to present a valid permit at the start of the scheduled drive time, **this is cause** for the instructor to cancel the lesson and a \$50 cancellation fee will apply. Please be mindful that if you do not show up for your drive you are taking away the observation time for the other student in the car. For more information please visit our website at www.driving4teens.com.

Please understand that due to the nature of picking up two students for their BTW drive we may be a few minutes early or a few minutes late. Also please understand that if we deem driving conditions **unsafe** we will cancel the drives (no charge to you).

BTW sessions usually have two or more teens in the car together, although there may be a time when your teen will be alone in the car with our instructor. These times include:

1. When the student is the first student picked up by the instructor for the BTW session and they are on their way to pick up the second student or if they are the second student on their way home and have dropped off the first student.
2. When there is a late cancellation or a no-show of the partner BTW student.
3. When the student has scheduled a private BTW.

We understand that a \$50 fee will be charged for a missed or cancelled BTW _____



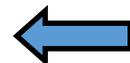
We understand and give permission for the student to be in a car alone with the instructor _____



Contract Towards Certification In order to qualify for a Certification of Completion from the State of Illinois, the school must certify that you have successfully completed the entire curriculum which includes: 30 hours of classroom time; 6 hours of BTW (behind the wheel) time and 6 hours of OBS (observation) time or 8 hours of private BTW and passing grades for exams. We must also be in possession of grade eligibility form, this signed contract, complete payment of tuition and any additional fees.. Instruction is limited to class D type license. By contract all students taking our accredited teenage program must complete the entire course (including behind the wheel lessons) within 6 months from the date of the first classroom lesson. After the 6 month period, the contract is terminated. Driving 4 Teens has the right to charge an additional fee in order to complete the requirements. **We Understand the rules under the Certification section** _____



Terms of Contact This contract is valid for 6 months starting on the student's first day of classroom instruction. Student is required to finish all classroom and behind-the-wheel lessons by the final day of the contract. A \$150 reenrollment fee will be charged on expired contracts. This fee extends the contract for an additional 60 days. Driving 4 Teens will charge a standard lesson fee for each lesson given beyond expired contract. **Contract Expiration date** _____ Initial _____



Secretary of State Administrative rule 1060.81: Student has 9 months to complete the process from the first date that the classroom starts. Driving 4 Teens may unenroll, at its sole discretion, the student if the 9 month completion date is not met. Unenrollment will result in revocation of the permit.

Please fill in the following:

			Contract expiration/completion date
Beginning date of class	Ending date of Class	Class time	(6 months from first day of class)
_____	_____	_____	_____



We understand that all BTW and classroom periods must be completed 6 months from the first day of class . All must be completed by _____, which also represents the contract expiration date. Initial _____



This agreement outlines the contract between Driving 4 Teens, Certified Driving School Inc , you and the student. No verbal assurances or promises not contained herein bind the school or you and your child. Any unresolved disputes can be directed to the Secretary of State's office.

By signing below I certify that I have read the above rules and agree to them:

Student Signature	Parent/Guardian Signature	Print Student Name	Date
_____	_____	_____	_____