

All in One Driving School

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ADMINISTRATIVE AGREEMENT

Teen Drivers (Under 18):

In-car Course Length: The Virginia State drivers' education program consists of two parts. The in-car portion consists of seven periods of driving and seven periods of observation. Normally both periods of instructions are given during each session.

Driver's Education Program: Students less than 18 years of age are required to complete a state approved driver's education program. Student must present proof of 36 periods of classroom completion and 90 minutes parent-teen presentation (in person attendance is a must) prior to starting behind the wheel. Students should have also completed 45 hours of driving with their parents before the start of behind the wheel sessions.

Scheduling: Each period of instruction lasts for about 50 minutes. Behind the wheel students are responsible for scheduling their next in-car sessions. We have found that scheduling your next lesson while in-car works the best. Your start date is _____.

Method of Payment: We accept personal checks or cash. In case of payment through credit card, a 5% charge will be added as service charges. The fee for students under 18 years is: **In-Car (7 sessions) = \$275.00**

Adult Drivers (18 and above): Students that are 18 and above have two options to receive their license. The first option is getting your license through DMV. In order to get the license from DMV, the student must hold the learner's permit for 60 days before taking the road test. The other option is to get your license through a waiver certificate (DTS D). To get a waiver certificate, the student needs to have proof of 36 periods of classroom instruction completion and 7 lessons of behind the wheel with a driving school.

Fees: The fee for adults (**per hour**) is **\$50.00; 5 hours is \$225.00; 10 hours is \$450.00; 7 sessions of in-car instructions are \$275.00.** A student that has failed the DMV road test 3 times is required to get a certificate of in-car lessons through a driving school (**DTS C**), **the fee for that is \$275.00.** We also offer our car for **DMV road test: \$125.00 for up to 3 Hours**, after 3 hours have passed, there will be a charge of **\$35.00 per hour.**

In-Car tuition is paid **upfront**. There will be a **\$35 fee** for any returned checks. The return check fee doubles if payment arrangements are not made within a week of notification.

Refund: All refunds must be requested in writing unless the school is capable or willing to perform its part of the contract within 4 weeks. If instruction is discontinued for any reason, tuition fee will be calculated for the past sessions and the balance will be paid within 4 weeks. Fee that was paid with checks will not be refunded until the check is cleared from the company's account. **Any adult student, who pays in advance and requests a refund, will receive a refund for those lessons not yet taken after deducting \$40 per hour.**

Lesson Cancellations: Students must cancel/reschedule their in-car lessons at least 24 hours in advance or be subject to a **\$35 fee**. If for any reason the school decides to cancel a lesson, the student will be notified at the phone number listed below and the lesson will be rescheduled at a convenient time for both parties.

Disclaimer: Be it known that there is no guarantee that any student will pass the state license examination or that student can secure a driving license.

Replacement of Completion Papers: There will be a **\$35 fee** to replace any completion document. DMV is committed to promoting transportation safety through the certification of quality driver training programs. If you have any comments or concerns about this course, Call the Department of Motor Vehicles, toll free at 1-877-885-5790.

Parent's Name: _____

Parent's Signature: _____

Student Name: _____

Student Signature: _____

Student Phone: _____

Address: _____

City/State: _____

Instructor Signature: _____