

TRAX *Advantage* Driving Academy Policies

BY MY SIGNATURE, I AGREE TO THE FOLLOWING:

1. I must attend, participate in all required class and driving sessions and adhere to all class attendance and participation rules, including submitting all documents and pay any balance prior to course completion.
2. I am 100% responsible for making up any missed classes prior to taking the final exam (prior written approval is required to take Final Exam with an unpaid balance). *Students are **STRONGLY** encouraged **NOT** to miss classes as there is **NO GUARANTEE** of an open seat in an upcoming class. All documents must be submitted properly and account paid in full prior to scheduling any driving sessions and for completion to be submitted to the MVA.
3. Extra FEES: **CANCELATION FEE** - If I cancel (for any reason) less than 2 business days prior to (or fail to show up within 15 minutes of) a scheduled Drive Time, all future appointments will be canceled until a \$50 fee is paid.; If the student chooses not to complete the entire program within 12 months, additional fees will be charged for each overdue month.
4. TRAX *Advantage* tries not to cancel or reschedule scheduled class and driving sessions, however, reserves the right to do so when necessary.
5. Refunds for class sessions will be issued if TRAX *Advantage* is notified, in writing, 3 business days prior to the start of a class session, otherwise a \$100.00 fee will apply. No refunds will be issued for students who withdraw after class begins.
6. If a refund is applicable, the refund will be issued within 30 business days of the request. Refunds will be issued at a prorated amount of \$5.00 per hour of class session (30 hours = \$150.00) and \$66.75 per hour driving session (6 hours = \$400.00) (or less, if a discount was given). If only a portion of the \$550 total was paid, the refund will only reflect the portion paid, less any fees.
7. **Scheduling Drive Time Appointments: Students will allow up to 18 weeks to complete Instructor Drives** (although we make every effort to finish sooner, unless students opt to extend this time period, per this agreement) **I agree that I WILL REQUIRE more than 18 weeks to complete the program, if I do not have my Learner's Permit within 4 months of class.** I will TEXT TRAX Scheduling at 410-692-8729 to schedule my Drive Times. Appointments will NOT be set over the phone, via email or other media platforms. Texts will be returned between 9:00am - 7:00pm, M-F
8. ******MVA Appointments for Provisional Skills Tests should NOT be scheduled until the student has completed ALL Behind the Wheel Instructional Hours (48 hours is required after the final drive)****.**
9. Parents and students agree to contact TRAX *Advantage* about any questions, concerns, complaints or issues prior to contacting any outside agency or posting on social media.
10. The Student's likeness, image, words, etc. may be used in any TRAX *Advantage* Driving School media post, printed material, advertisement or outreach.

I hereby consent to my child's participation in the driver education program with TRAX *Advantage* Driving Academy. To the best of my knowledge, I know of no physical, mental, or legal reason why the undersigned would be unable to obtain a Maryland Learner's Permit or Provisional Driver's License.

X _____ DATE

Parent/Guardian Signature of Students Under 18

X _____ DATE

Student's Signature