7060 Waltham Avenue, Burnaby, BC V5J 4V5, Canada

▶ (778)-984-3977 - Bijan Driving School
 ▶ Bijan.driving.school@gmail.com
 ● Everyday - 08:00-19:00



## **Policies**

## **General Policies**

- Students are required to carry their driver's licence with them at all times during each lesson. Failure to do so will result in immediate loss of the lesson.
- All paid lessons are valid for one year from the date that your receipt was issued.
- Each driving lesson is 90 minutes, with a minimum of 60 minutes' practice time and remainingtime is used for theory lesson.
- All vehicle lessons are conducted on a one-on-one basis. There will be a maximum of 3 people (1 observing) in the (Bijan driving school) vehicle during the student's lesson time.
- If you are late for a class, you will not be compensated for the time lost. However, if the instructor is late for the class, your lost time will be compensated.
- While Bijan Driving School will exert its best efforts in teaching the student, the school cannot guarantee that the student will successfully pass the ICBC road test.
  Refund Policy
- All refunds must be made within 30 days of purchase and accompanied by a sales receipt. (An administration fee of 12% will be charged)
- All refunds are based on the number of unused hours
- Driving lessons are not transferable
  Cancellation Policy
- Lessons must be canceled at least forty-eight (48) hours in advance (during business days M to F). Any cancellation notices less than 48 hours will be subject to a charge of 50% of the lesson. Any cancellation notices less than 24 hours will require the full amount of the lesson.
- Cancellations must be done by e-mail or phone.
- Booking appointment for ICBC road test by Bijan driving School is free for just our students and you may order by email or phone. We need just your last name and DL(LDL) number. (We <u>don't need to your ICBC Password</u>). The student is responsible for the cancellation fee (\$25.00) to ICBC if they fail to inform 72 hours prior to the ICBC road test, and must inform us.
- All Road tests booked (either by the student or Bijan Driving School) that are on the school's calendar require a cancellation notice of at least 5 business days (Mon-Fri). Any cancellation notices less than 5 business days will be charged 2.5 hours.