Contract/Agreement Form

Keys Driving School LLC (Lic #513) – Ron and Heidi Keys

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Facebook: Keys Driving School LLC

website DrivewithKeys.com

|  |  |
| --- | --- |
| Student Name (Last, First Middle Name) | Date of Birth: |
| Parents/Guardian (Last, First) Both Parents | Name of Attending K-12 School/Grade Level |
| Street Address and/or PO Box | Permit Number (please submit when obtained) |
| Email address | Cell Phone Number Student |
| Cell Phone Number (Parent/Guardian #1) | Cell Phone Number (Parent/Guardian #2) |
| Class Date: | Agreement # (office use only) |
| Knowledge Test Score & date (40/50) or higher to Pass: | Sign Test Score & date (12/15) or higher to pass |

Please check the box below if your sponsored student has an IEP/504 Plan at the attending school listed above:

YES NO

**Class Delivery Options**

* Face to Face (30 hrs. of classroom)
* Hybrid (4 hours face to face, 22 hours online)
* Online Only

**Payment Options**

* Payment in full $375.00
* Classroom/ Behind the wheel split $100.00 due at contract $275.00 due when behind the wheel starts.
* 3 equal payments of $125.00 first due at contract, 2nd due at behind the wheel, 3rd due upon completion

If my sponsored student fails to show up for his/her behind the wheel appointment or fails to give 24 hour notice of cancelation, we understand that there is a $35.00 charge. If student is inactive and needs to get their permit reinstated a $35.00 charge applies.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent Initials

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student Initials

* Classroom only $100.00
* Behind the wheel only $275.00

**Additional Services:**

• Use of driver ed car for road test ($100)

• 9 Hours (9 drive/0 observe) ($300)

• Retake Classroom Again ($100)

• Additional hours of driving beyond the 6 hours ($60/hr)

• 40 Hour Instructor Training ($4000)

• Classroom make-up hours ($20/hr)

• Adult Driving ($70/hr)

Student Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Parent/Guardian Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

School Representative \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*WI Admin Code Trans 105.05(4)*

By signing this agreement, the terms and conditions are agreed upon. Please read the state statutes and other conditions on the following pages before signing.

**Please realize all of the information in this contract is required by Wisconsin Statutes and for most items the statute is listed. Thanks**

**Below is the official Contract:**

Keys Driving School LLC agrees to initially allow students to pay for the classroom portion only (other schools do not) with the agreement that the student will complete the behind the wheel portion with Keys Driving School LLC.  By signing this form, you are agreeing to complete the behind the wheel with Keys Driving School LLC when your student is old enough per state law. When 15.5 years old, MV3001 forms must be picked up at our home office with a parent.

Keys Driving School LLC agrees to provide 30 hours of classroom instruction ($100); 12 hours of behind the wheel instruction (6 hours of driving and 6 hours of observation) ($275). Total cost is $375. Classroom make-up for 2 hours or less is no charge. Over 2 hours is $20 per hour. Additional cost of $60 per hour for extra driving hours beyond 6 hours. NOTE: Male/Female instructors will not be allowed to drive alone with an opposite sex student. All phases of instructor training is $4000. $50 fee if textbook is not returned. Behind the wheel and classroom may be taught by Double Wing Driving School LLC (Bryant Brenner).

A student may be dismissed from the class for disruptive behavior and no refund of any kind will be given (Page 51, *Driver Training School and Instructor Guidelines*) A student invited to leave the classroom or automobile will require a parent/guardian meeting and $35 reinstatement fee before resuming classes

* This contract/agreement form is required (WI Stat 343.71(1m)(b): docs.legis.wisconsin.gov/document/**stat**utes/**343**.pdf
* A contract/agreement may not guarantee the issuance of a Wisconsin driver license. *WI Stat 343.72(7)*
* The school will not refund any tuition or part of tuition if the school is ready, willing and able to fulfill its part of the agreement. *WI Stat 343.71(3m)* Failing to give 24 hour notice of canceling a driving appointment will result in a $35 fee to re-schedule
* No driving school may represent that completion of a course of instruction will guarantee that the student will pass the driving skills test administered by the department. A driving school may only represent by means of a certificate of completion that the student has satisfactorily completed the required course.  *WI Stat 343.72(5m)*
* Students must make up any missed sessions. *WI Admin Code Trans 105.07(2)(a)*
* Students may not be in the home office unless accompanied by a parent or guardian.  *WI Admin Code Trans 105.01(5)(a)*
* Maximum fee for any license $4000.
* Any student that violates state law by smoking (cigarettes/marijuana), drinking or under the influence of drugs or alcohol on the premises of the Sun Rise Hotel or during class/driving time will be referred to the local police and will be automatically dropped from the class with no refund.
* After the student has driven once, the student must complete behind the wheel within 7 months from the date of the first drive time. No refund will be given after 7 months have passed and if the student wishes to drive beyond the 7 months, the rate is $60/hour.
* You give consent to Keys Driving School LLC to talk with any employee of the attending K-12 school to discuss any concerns of education or discipline.
* This constitutes the entire agreement between the school and the customer or student and no verbal statement or promises will be recognized (Page 19, *Driver Training School and Instructor Guidelines*)

30 Hour Classroom lessons utilizing lecture, video, group discussion etc.

The classroom course is only required for students under 18 years of age.

*WI Admin Code Trans 105.07*

The course must include but is not limited to the following:

* Responsibility of vehicle operation Chapter 17 Maintaining Vehicle
* Vehicle mechanical/control features – Chapter 3 Basic Vehicle Control
* Vehicle ownership responsibilities Chapter 16 – Buying and Owning
* Environmental dynamics Chapter 12 Driving in Adverse Conditions
* Pre-driving skills/maneuvers Chapter 3 Section 2 – Getting Ready To Drive
* City driving Chapter 9 – Driving in Urban Traffic
* Freeway driving – Chapter 11 – Driving on Expressways
* Rural driving – Chapter 10 – Rural Driving
* Hazards of farm animals and machinery
* Hazards of railroad crossings
* Psychophysical aspects (alcohol, mood, health, etc.) Chapter 14 Effects of Driver Condition, Chapter 15
* Organ and tissue donation (30 min.)
* Traffic citizenship and highway safety progress Chapter 1 – You are the Driver
* Awareness of motorcycles, bicycles, and pedestrians Chapter 8 – Sharing the Road
* Move-Over law
* Hazard of text messaging and provisions of s.346.89(3)

*WI Stat 343.71(5)(a)(b)(c), WI Admin Code Trans 105.07(1)(b)1*

* Assembly Bill 388 requires driver training schools acquaint all students with the hazards posed by motor vehicles to vulnerable highways users, as defined in s340.01 (74p), and provide at least 30 minutes of instruction in safely dealing with these hazards. These hazards include:

A pedestrian (b) A bicyclist (c) An operator of a moped or motor bicycle (d) An operator of, or passenger on, an animal-drawn vehicle, farm tractor, farm truck tractor, farm trailer, or implement of husbandry (e) A person riding upon in-line skates, a horse, or a play vehicle (f) A law enforcement officer, traffic officer, fire fighter, or emergency medical technician, while performing his or her official duties (g) A person who is rendering medical or emergency assistance to another person.

The behind-the-wheel course shall cover, but is not limited to the following:

* Introduction to the automobile
* Left and right turns
* Backing and Y-turns
* Parking
* City driving
* Rural driving (including multiple lanes and freeways, if possible)
* Hazards of farm animals and machinery
* Hazards of railroad crossings

*WI Stat 343.71(5)(a)(c)*

### *WI Admin Code Trans 105.07(2)*