

E-Z DRIVING SCHOOL	Parent(s)/Guardian & Student Agreement Contract Statement
11940 Don Haskins Dr. Ste. A-2 2200 N. Lee Trevino Dr. Ste. B5 El Paso, TX. 79936 (915)400-4313 or (915)313-4004	

Parent(s)/Guardian & Student's Responsibilities

1. **TIME** – Student must arrive to class/drive session on time and be pick up on time every day.
 - More than 15 minutes late to class student will need to make up the time
 - More than 15 minutes late to a drive session student will have to re-schedule for the next available date
 - Student must be picked up within 10 minutes from the time class/drive session ends. Staff will not be held responsible for student if staff must leave the building and lock the doors

2. **ABSENCES** – Cannot be more than 3 days absent during the 32-hour classroom portion of the course (16 days).
 - If 3 or more absences do occur, student will have to be dropped from current class but will be able to enroll in the following class that will be offered
 - If a student is going to be absent from class/drive session, we ask that you please give us a courtesy call at least 24 hours in advance
 - **Classroom** - Student will have to make up the 2 hours to get credit for the day missed.
 - **Drive Session**- Student will be able to re-schedule to the next available date on the drive schedule. (7 sessions are required to be completed 6 months from when the classroom portion of the course started)
 - If student arrives to class/drive session under the influence of any type drugs or alcohol, he/she will be sent home for the day and will have to make up the 2 hours
 - If student arrives without their permit he/she will not be allowed to drive on that session
 - If student does not show up and we do not receive a courtesy call from either parent(s)/guardian or student, a **\$25.00 NO CALL/NO SHOW FEE WILL BE ASSESSED** at every occurrence
 - Parent(s), guardian or any adult 21 or older with a valid driver's license will drive student to give him/her more time to practice what the instructor is teaching during the drive sessions

3. **DRESS CODE** – If it's not appropriate or acceptable for student to wear at his/her high school, it won't be for ours.

4. **CELL PHONES** – At **NO** time during class/drive session will the student be allowed to use their cell phone and will need to be put away, unless given permission by the instructor to use for a classroom activity. If you need to contact your child during that time, you are always welcome to call our office at (915)400-4313 or (915)313-4004.
 - **1st time** – verbal warning will be given to student
 - **2nd time** – parent(s)/guardian will be notified
 - **3rd time** – the cell phone will be taken from student for the remaining of class/drive session and will not be allowed to bring to school for the remaining time of the course and drive sessions

5. **PERMIT** - The Texas Driver Education Certificate (form DE-964) will be issued to student by our school.
 - Student must successfully pass the classroom portion with grade of 70 or above on the 3rd week
 - Student has paid the course in full (\$0.00 balance)
 - If permit is lost, stolen, misplaced etc. a fee of \$25.00 will be assessed to re-issue a duplicate

6. **DRIVER'S LICENSE** – Certificate will be issued once student has had their permit for 6 months or longer.
 - Has the 7 drive sessions completed and signed by the instructor
 - Has the 30 hour “Behind the Wheel Log” completed
 - Has the Impact Texas Teen Driver’s Program Certificate (2 hr. video)
 - Certificate cannot be older than 90 days from the time student will go obtain driver’s license

7. **REFUND** – A portion of the amount paid will be issued according to the refund calculation form DE-226.
 - Prior notice of student needing to withdraw from the course is required
 - Parent/guardian will be contacted once refund check is available for pick up
 - Refund check will be voided if it’s not picked up 30 days from issued date
 - A driver’s license/ID will be required from person picking up the check

8. **DISABILITIES/ILLNESS** – Parent(s)/guardian are responsible to inform staff of any type of disabilities, illnesses, medication, etc. that can affect student’s ability to learn and/or drive. This is to ensure the safety of your child, the other students and staff. Does this apply: **CIRCLE** Yes or No **INITIALS** _____
 If YES please briefly explain _____

Parent(s)/Guardian & Student Acknowledgment

This Agreement Statement is between parent(s)/guardian, student & E-Z DRIVING SCHOOL, effective immediately upon enrollment contract signed and dated. If terms and conditions contained in the agreement between the parties are not complied, E-Z Driving School does have the right to refuse service, send student home for the day or even terminate the contract all together.

We, parent(s)/guardian and student have read and understand the Contract Statement in its entirety and agree to comply with all terms and conditions listed. By signing below, we are acknowledging this statement to be true.

Print Name	Signature	Relationship	Date
		Student	

STAFF NAME

SIGNATURE

DATE
