

## E-Z DRIVING SCHOOL

11940 Don Haskins Dr. Ste. A-2  
2200 N. Lee Trevino Dr. Ste. B5  
El Paso, TX. 79936  
(915)313-4004 or (915)400-4313

# Parent(s)/Guardian & Student Agreement Contract Statement

## Parent(s)/Guardian & Student's Responsibilities

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1. **TIME** – Student must arrive to class, drive session or drive exam 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 or drive exam, will have to re-schedule for the next available date
  - 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 or cancel a drive session/drive exam, we ask that you please give us a courtesy call at least 24 hours in advance
    - If student does not show up and we do not receive a courtesy call from either parent(s)/guardian or student, a **\$35.00 NO CALL/NO SHOW FEE WILL BE ASSESSED** at every occurrence
      - **Classroom** - Student will have to make up the 2 hours to get credit for the day missed
      - **Drive Session or Drive Exam**- Student will be able to re-schedule to the next available date
        - ❖ 7 sessions are required to be completed 12 months from when the course begins
          - If drive sessions aren't completed by end date, \$150.00 will be assessed to extend contract
        - ❖ 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.
        - ❖ If student arrives without their permit he/she will not be allowed to drive on that session or take the drive exam (**this will be counted as a no show and the no show fee will be assessed**)
  
3. **ALCOHOL & DRUGS** - If student arrives to class/drive session or drive exam under the influence of any type drugs and/or alcohol, he/she will be sent home and will have to make up the 2 hours to get credit for the day. Will not be allowed to drive on their session or exam.
  
4. **CELL PHONES** – At **NO** time during class, drive session or drive exam 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 only.
  - **1<sup>st</sup> time** – verbal warning will be given to student
  - **2<sup>nd</sup> time** – parent(s)/guardian will be notified
  - **3<sup>rd</sup> time** – the cell phone will be taken from student for the remainder of class/drive session
    - The use of a cell phone during the drive exam will result in an automatic fail
  
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 3<sup>rd</sup> 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 (if under the age of 18).
- Has the completed the 7 drive sessions with our school
  - Has the 30 hour, “Behind the Wheel Log” completed with parent/guardian
  - 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. **DRIVE EXAM** – Can be scheduled to take with our instructor once all documents above (#6) are verified.
- Exam will be taken at the DPS on 11612 Scott Simpson, 79936 (3 attempts)
  - The same steps taken by DPS employees will be taken by our school (verify documents & check vehicle)
  - Passing score is 70 or above (if student fails after 3<sup>rd</sup> attempt, another exam fee will have to be assessed to continue)
  - Once student passes and receives sealed envelope (**CANNOT** be open) submit to DPS for validation
8. **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
9. **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

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

STAFF SIGNATURE

DATE

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