REGISTRATION INFORMATION – DRIVER EDUCATION
Lebanon 26-27 School Year

This information must be your legal information as shown on your birth certificate. Please print.

Student's First Name Full Middle Name Last Name

_____ _____ _____Date of Birth: ____/_____/_____

Mailing address (Must include Street even if you have a PO Box, City/Town, State, ZIP)

_____

Phone # Home _____ Students Cell # _____
Student E-mail address (required) _____
Parent email (you use regularly) _____

Parent/Guardian

First Name Last Name Phone #

_____ _____

_____ _____

Where do you go to school? _____

Parent and Student have read and agree to the policies in the Twin State Driving Student & Parent Handbook available on our website. Parent Initials _____Student Initials_____
I understand Twin State Driving cars have in-car cameras recording all drives. Parent Initials _____

Will you be in a sport, band, drama, another activity or have a job during class? What is that activity?

_____

Have you notified/talked to your coach, or activity leader? _____

After School Classes: Quarter #1 _____ Quarter #2 _____ Quarter #3 _____ Quarter #4 _____
Night Classes: Fall ____ Winter _____ Spring _____ Summer '27 _____

The best time to complete the driving portion of class is during a student's study hall or free time. Please indicate your student's availability for the corresponding class session. Every effort will be made to place your student in a study hall drive time, however, many students have the same study hall and may have to drive after school.
Free Time/ Study Hall period _____
Is there anything unique to your schedule we should be aware of? _____

_____

Does your student have an IEP or a 504??? _Y / N_ Students with an IEP or 504 must make plans and requests for accommodations **before** the class begins. Please send a copy of your IEP/504 with your registration form. We may request/require a meeting to discuss accommodations.

In an effort to ensure this is a successful positive experience, is there anything we should know about your student that may affect their performance in the program? _____

_____

Parent's/guardian's signature date

_____ _____

For Office Use Only: Deposit _____ Birth Cert _____ Balance Due: _____

Contractual Agreement

Are the driving privileges for the person enrolling in this driver education program currently under suspension or revocation?_____

Is there any pending action against the person enrolling in this driver education program which could cause the driving privileges to be suspended or revoked in the future? (If any violation occurs between registration and the classroom session, parents are required to inform the instructor.)_____

Twin State Driving Academy, Inc. agrees to accept the following responsibilities:

1) to provide 30 hours of classroom instruction in basic driver's education,**
2) to provide 10 hours behind-the-wheel instruction,**
3) to provide a vehicle specially equipped for driver education purposes,
4) to evaluate each student's driving and academic achievement,
5) to issue a driver education certificate **when all the obligations of the class** are successfully met. Obligations must be completed within 6 months of the last date of class.

** For students who are meeting class requirements. (academic performance, appropriate behavior, driving progression and full tuition paid.)

The student and parent /guardian agree to accept the following responsibilities:

1. To be responsible for the $875.00 fee;
2. To return classroom materials in good repair; Text books returned in poor condition will result in a $30 fee.
3. To attend class consistently; to take and maintain classroom notes; to complete all assigned work on-time; to bring your book, paper and writing materials to every class.
4. To be substance-free at all times (classroom and driving); to obey all traffic regulations;
5. To pay $60 for each scheduled driving times missed without sufficient prior notification.
6. To pay $20 for each observation completed after the class has finished.
7. To immediately report any suspension or revocation of driving privileges of the enrolled student.
8. To practice drive as required with the student.
9. To agree a student who 'times out' of class will need to pay a pro-rated fee to complete the course during the next available class.
10. The acknowledgement of policies page is required with the registration form.

Student/ Parent's agreement:

I have thoroughly and carefully read this document as well as the handbook available online. I understand my responsibilities as explained herein, and agree to abide by them in so far as they relate to me.

I give my permission for my student to actively participate in the driver education program at Twin State Driving Academy, Inc. To the best of my knowledge, this student has no physical, mental, or emotional factors or other disabilities that would negatively affect her/his ability to properly operate a motor vehicle, except as indicated here:

_____

_____

_____

_____ _____

Student's signature date

_____ _____

Parent's/guardian's signature date

If you have any questions about this information, please do not hesitate to call. It is in everyone's best interest to set your student up to succeed, and to be clear about expectations. We generally return phone calls in the early evening.

Please mail this form, along with a photocopy of your student's birth certificate and $200 deposit to:
Twin State Driving 37 Elm St Lebanon, NH 03766
Twin State Driving recommends that you keep a copy of this contract for your records.

Acknowledgement of Policies

The State of NH and Twin State Driving require that certain policies are clearly communicated, require a parent's initials for acknowledgement and a copy be returned to the student.

Student's name _____ Parent Signature _____

Successful Completion of the course: Includes passing the class with an 80% or better, on quizzes, projects and classwork, passing the open book final with a 90% or better and the closed book final exam with an 80% or better. All classroom assignments, tests and projects must be completed and books must be returned. All tuition and fines must be paid.
Parent Initials _____

Assessment Criteria: The class syllabus can be found in the student's workbook. It lists the topic of each class, quiz topics, the homework due and homework assigned for the next class. A quiz is given at the end of most classes and the 2 final exams are on classes #13 and #14. Projects will be included in the final grade.
Parent Initials ____

Parental Involvement: Driver Ed has 4 components; The classroom (theory), behind the wheel lessons with an instructor (the lab),as well as observation of another student and driving with a parent/guardian to work specifically on the skills taught behind the wheel. Students need to practice those skills to progress through the increasingly difficult progression of drives. Should a student not be progressing, we may request or require hours of targeted practice to improve a skill set. Students driving skills must meet our basic driving standard to earn a certificate of completion.
Parent Initials _____

Classroom expectations: Responsibility plays a key role in this course. Students are expected to behave in class and in the car with appropriate respect for themselves, their fellow students, and instructors. Disruptive, inattentive, non-participating behavior will not be tolerated. Homework is a required portion of the class. If the student gets behind by 3 or more assignments, they will be dismissed from the class. Parent Initials. _____

Circumstances that would result in removal from the program:

Excessive tardiness
Excessive or unexcused absences
Failure to complete assigned work
Cheating (sharing or receiving work)
Being under the influence of any substances
Suspension from school
Misuse of Driver Education Equipment
Willful violation or refusal to obey traffic laws

Lebanon High School has the right to refuse to allow a student to drive or observe during their study hall if their academic grades are slipping. Driving would be suspended until the student gets their grades up and the school has cleared them to resume driving.
Parent Initials _____

All costs associated with the program: The cost of the program for the 26-27 school year is $875. A $200 deposit is required with a student's registration form. The remaining balance of $675 is due 2 weeks before the class begins. There are payment plans and options available on our website, however, it costs a little bit more due to the fees. There is a $60 no show fee if a student repeatedly misses drive times without 24-hour notice. A $20 fee is assessed for every observation that needs to be completed more than a week after the class is completed. A $30 fee is assessed if a student loses or abuses their text book. Should a student fall out of a session due to excessive absences, there is a pro-rated fee of $19 per hour that needs to be finished in a following session.

Parent Initials _____

What constitutes good cause that would justify an absence. Saf-C 3110.04(e)
The first class is mandatory so under no circumstance may a student miss the first class. Students may not miss more than 4 hours of class to stay within the State requirements for attendance. We recommend students carefully check their schedules and their other activities before the class begins. Students may not 'piece meal' together time. For example, the need to be late or leave early consistently is not allowed. Missed classes will be made up with a packet of notes, activities and make up quizzes. Parent Initials _____

I understand Twin State Driving cars have in-car cameras recording all drives. Parent Initials _____

Basic Driving Standard student must achieve:
A basic driving standard must be reached for a student to earn their certificate of completion. That is defined as the ability to independently demonstrate smooth and safe operation of gas, brake and steering. It includes knowledge and application of traffic laws, and the safe interaction with other motorists in moderate traffic. Basically, if we can take them through moderately busy area with minimal coaching, then they will meet the standard. That does not mean they are completely safe to be on the road. Should we have concerns, we will send an evaluation at the course completion to inform parents of lessons that may have not been covered if the student's skill set hadn't progressed. Parent Initials _____

Refund Policy:
You are entitled to a full refund of tuition, if we receive in writing, a refund request 2 weeks prior to the start of the first class in which you are enrolled. No refunds will be given after the first day of class.
Parent Initials _____

IEP/504 students: High schools are required to follow IEP/504 accommodations that students need. Private entities, like driving schools, are not required unless they receive funding to do so. Every attempt will be made to assist your student through class with the tools that are available. The 1st few pages of a student's IEP is very helpful to identify a student's needs and strengths, as well as a conversation before the class begins. An evaluation by a Certified Driver Rehab Specialists may be requested or required if instructors are not appropriately trained to meet your student's needs. Parent Initials _____

Progress Reports: Should a student appear to be struggling with any aspect of the program, every attempt will be made to communicate with parents to address those concerns and solutions.
Parent Initials _____

Important Concepts:
During this program the following important concepts will be stressed:

Risk Management
Zone Control
Defensive Driving
Pro-active not Re-active actions
Be respectful of others
Control your emotions and speed
Headlights on
Blinkers - every time
Head checks -every time for lane changes
Left turning usually makes you a loser in right of way challenges
Steering wheel hand positions of 9 and 3
Shuffle/ shuffle has replaced hand over hand steering due to airbags

Please read the handbook and FAQ's on the website, tsdriving.com for more information and details.