



Thank you for choosing **Joyce's Driving School (JDS)** for your teen's driving education. This **Parent/Student Contract** outlines the contract between **Joyce's Driving School**, you (the parent) and the student. **PLEASE READ IT CAREFULLY. No verbal assurances or promises not contained herein bind the school or you and your child.**

Classroom Information

- A student must be 15 years old before finishing the final Class session.
- A student must provide one of the following grade requirements to receive a permit application:
 - A Driver's Education Approval Form (for teens who are currently in a public or private high school) properly filled out and signed by the parent/guardian, student and Jr. High or High School attesting to the fact that the student is in good academic standing.
 - A Home-Schooled Parental Approval Form (for teens who are home schooled) properly filled out and signed by the parent/guardian stating that the student is home schooled.
 - Written consent from the parents/guardian and the regional superintendent of schools (Driver Education Waiver Form) (This is very rare).
- Students failing to provide the necessary documentation will NOT be issued a permit application until the proper forms are filed with **Joyce's Driving School**. This is a requirement for all teens between the ages of 15-18 years of age who wish to obtain their license in the State of Illinois.
- Classroom instruction is in 15 x 2-hour class sessions – students can miss up to four scheduled classes with all missed classes being made up at a future date and time. Missed classes can be scheduled on the student portal for a matching class session.
- A minimum cumulative grade of 75% is required to successfully complete the classroom portion of the program.
- JDS will post the final grades in your student portal when the classroom course is completed in full (includes all make-up classes completed).

Behind-The-Wheel Lessons (BTW) And Extra Fees

Students may schedule BTW lessons after their second class is completed. Once they have their learners permit, lessons are scheduled on a first come first serve basis via your student portal. Package Descriptions: SILVER package = 6 x 2-hour BTW lessons; GOLD package = 8 x 1-hour BTW lessons

- Students will be charged a \$50.00 cancellation fee if the scheduled behind the wheel lesson is canceled within 72 hours (about 3 days) or less.
- **The student must have a valid permit (no copies or phone photos) with them each time they drive.** If the student is unable to present a valid permit at the start of the scheduled drive time, this is cause for the instructor to cancel the lesson and a \$50 NO SHOW fee will apply.
- Students who miss their BTW lesson are considered NO SHOWS and will be charged \$50 for the missed BTW appointment.
- Please be mindful that if you do not show up for your drive you are taking away opportunity for another student to have drive n at that time.
- You understand that if JDS considers driving conditions unsafe, JDS will cancel the drives (no charge to you).
- Please be sure to take all your belongings with you when you leave the driving instruction vehicles. Neither the driving school, nor the driving instructors, are responsible for items lost such as: cell phones, learners permit, books, purses/wallets, iPods, etc.
- Students will not be allowed to use their cell phones or any electronic devices while in the instruction vehicle. This policy includes talking or texting on a mobile device. Students may bring a cell phone to the instruction vehicle, but it must be set to silent/vibrate and can be used only in an emergency. This policy will be strictly enforced with one warning, then the device will be taken away, only to be given back to a parent.
- Unless otherwise indicated in the JDS student portal, all BTW lessons begin and end at the chosen JDS classroom location.
- If required, students must wear their glasses or contacts during BTW lessons.
- Students are required to wear closed-toe shoes during driving lessons for safety reasons – no flip flops or athletic type slide on shoes are to be worn.

PAYMENT – A deposit of \$200 must be paid when registering online or in person before class starts and is not refundable. Full payment (Cash, Check or CC), this contract, and the Drivers Ed Approval Form are required to receive a permit application from JDS. A \$50.00 fee will be charged for any NSF returned check. The school will not refund any tuition or part of tuition if the school is capable and willing to perform its part of the contract. Tuition or cancellation charges, uncompleted work or examinations, unsatisfactory grades, etc., will cause certification to be withheld until completion and/or corrections are made.

TERMS OF CONTRACT - This contract is valid for **8 months** starting on the student's first day of class. Student is required to finish all in-person classes, make-up classes and behind-the-wheel lessons 8 months from the first day of class. **I hereby consent that if the student does not complete all requirements for the Teen In-Person Classroom Course and Behind-the Wheel lessons within 8 months of the FIRST DAY of class, tuition for the unfinished portions of the course will have to be re-paid in full.**

We understand the above requirements and acknowledge the need to provide the proper forms to **Joyce's Driving School**, for my son/daughter to receive his/her certified letter of completion from the Illinois Secretary of State in Springfield, IL. We also acknowledge the fact that no money will be returned to us if we do not provide these documents. Any unresolved disputes can be directed to the Secretary of State's office.

Parent Signature _____ Print Name _____ Date _____

Student Signature _____ Print Name _____ Date _____