

Alpena Driving School, LLC
2211 US Hwy. 23 S
Alpena, MI 49707

24 Hour Contact: **989-340-1004**
Office Hours by Appointment Only
Dept. of State Certification # P000509

SEGMENT 1 CONTRACT

Student Name _____
Last First Middle Age Date of Birth

E-Mail Address _____
May we contact you by e-mail for Segment 2 reminder? YES NO

Student Phone _____ Parent/Guardian Phone _____

Parent/Guardian Names _____ Work/Alt Phone _____
Parent/Guardian Address _____ City _____ ZipCode _____
(or Student's, if not a minor)

Program Number # _____ Classroom Location: **2211 US 23 S, Alpena MI Thunder Bay Plaza**
Dates & Times of Class: See attached schedule.

COURSE PROVISIONS

1. Alpena Driving School will provide a minimum of 24 hours of classroom instruction, 6 hours of behind-the-wheel (BTW) instruction, and 4 hours of observation time in a dual controlled automobile, fully insured, covering each student enrolled in the program. Classroom instruction must be a minimum of 3 weeks in length. BTW instruction shall not begin until the student has received a minimum of 4 hours of classroom instruction. BTW instruction must be completed no later than 3 weeks after the classroom instruction has been completed.

REQUIRED LANGUAGE

NOTICE - This provider is required to be certified by the Secretary of State. If you have any complaint, which you cannot settle with this provider, write: Michigan Department of State, Driver Programs Division, Lansing, MI 48918. Completion of driver education instruction does not guarantee qualification for a driver license.

TERMS

1. The student must be at least 14 years/8 months of age by the first scheduled day of class (verification by birth certificate required).
2. The parent/guardian agrees to pay the amount of **\$315.00** which includes materials and supplies, as well as required driving time. A minimum **\$50** deposit is required a week prior to the 1st day of class, with remainder due upon 1st day of class instruction. Payment of **credit card, cash, check or money order, payable to Alpena Driving School, will be accepted the first week of class. Thereafter, only CASH or MONEY ORDER will be accepted.** (There will be a \$20.00 fee for any checks returned for insufficient funds, and cash only accepted thereafter.) **Credit card by internet registration only.**
3. Requirements to pass the course: **100% attendance, satisfactory completion of all assignments, quizzes & tests, and obtaining 70% or greater on the final written STATE TEST.**
4. In the event of a driving appointment cancellation without one day notice, a cancellation fee of **\$25.00** will be charged.
5. In case of a student's absence or emergency, the student must make up the day or time missed as arranged with instructor.
6. Refund Policy: **60% of the course fee is refundable prior to the 1st week of class. 40% of the course fee is refundable from the 1st to 2nd week of class. Thereafter, no portion of the course fee is refundable.**
- 7.

Student Signature

Parent or Guardian Signature

School Representative Signature

Date of Contract

(Over Please)

BEHIND-THE-WHEEL INSTRUCTION AGREEMENT: Provider & Parent/Guardian must sign ONE of the following agreements.

1) On-the-road student instruction agreement.

This agreement provides that Alpena Driving School, LLC shall have not less than two (2) students in the vehicle used by the student or customer during behind-the-wheel instruction. **I understand that in the event there are less than 2 students, my child will not be driving that day.**

Signature of Parent/Guardian

Date

Signature of Provider

2) Parent waiver agreement for individualized on-the-road instruction.

By signing below, I _____, authorize
Printed Name of Parent/Guardian

ALPENA DRIVING SCHOOL, LLC to allow a certified instructor employed by the Alpena Driving School to offer my child on-the-road driving instruction without another passenger in the vehicle.

Signature of Parent/Guardian

Date

Signature of Provider