

# Knowledge/Skills Test Policies

1. The fee for the Knowledge exam is \$30.00 for a Group Rate, and \$40.00 for individual rate. (by appointment only). You have 45 minutes to complete exam.
  - a. No free re-takes will occur for the Knowledge Test Exam (group or individual setting)
2. The fee for the Skills exam is \$45.00. (Prepayment required)
3. The fee for using the school's training vehicle for the exam is \$20.00.
4. Retake of the skills exam is \$45.00. Use of Driving School car during Skills Exam retake is additional \$20.00.

**\*These fees are separate from the fee charged for your Traffic Safety Course and DOL's application and licensing fees\***
5. The Knowledge exam consists of 40 multiple-choice questions about traffic safety laws. Applicants must answer at least 32 questions correctly to pass the exam.
6. The drive test will test the applicants' ability to drive legally and safely. Applicants must pass the driving test with a score of least 80%.
7. Your exam scores will be entered into the DOL database within 24 hours. You will have to visit the DOL office to apply for your license. Passing the knowledge and drive test does not guarantee that an applicant will be issued a driver license. The Department of Licensing will determine if an applicant has met all licensing requirements. If you are under the age of 18 you must be at least 16 years old, successfully completed a traffic safety education course, have had your permit for at least 6 months and have had 50 hours driving experience with at least 10 night driving hours to apply for your driver's license.
8. The Department of Licensing reserves the right to conduct random re-examinations; applicants refusing to take a re-examination may have their license revoked.
9. Refunds: Refunds will be given to customers who cancel within 24 hours of their scheduled appointment. Monies will be forfeited for customer late arrivals of the Knowledge and Skill's tests.
10. Rescheduling: Re-scheduling of both Knowledge Testing (Group and Individual) and Skills Testing must be done with at least 24 hours notice. No-Show, late reschedule or late cancellation (less than 24 hours) will result in deposit being forfeited.
11. Our grievance/complaint policy consists of the following: Contact our Office/School at 360-658-0911 during business hours and we will hear you concerns and issue. If we cannot find a solution acceptable to you and cannot assist you further, you can escalate the issue to DOL via their website.
12. We reserve the right to refuse services to anyone.
13. If you received a letter from DOL to take an examination due to a physical, mental, visual or any medical issue, you must test at a DOL office capable of administering Knowledge and Skills Tests by trained/qualified personnel. The Lynnwood DOL Office is the closest one with those capabilities and qualifications. Failure to disclose this information prior to testing will result in your test not being honored at DOL to obtain your license and we will not refund the test fee.
14. Your car must be legal to operate on public streets. This includes, but is not limited to: windshield, seat belts, wipers, defroster, tires, mirrors, all brake (including rear center) and reverse lights, turn signals, both front and rear license plates, and be legally licensed/tabs current.
15. Rental vehicles may only be used for foreign driver's licenses only.
16. You will need to demonstrate arm signals prior to beginning the skills test. Failure to demonstrate proper arm signals constitutes a reason for not testing.
17. Pursuant to RCW 46.20.720 a driver convicted of an alcohol offense may be required to have an Ignition Interlock Device (IID) in order to drive. The applicant must take the skills exam in their vehicle using the IID. It is acceptable for the driver to temporarily deviate from the Skills Test route to perform random breath samples as required by the IID.
18. Applicants wishing to use their own vehicle for their skills exam are required to provide proof of insurance and current registration, (current tabs), on the day of the test.
19. If needed, Service Animals will be allowed in customer vehicle only.
20. At the time of the test, provide proof of identification such as a photo permit, out of state license, or school year book.

**\*By signing this document I acknowledge that I have been notified of "school" policies and procedures regarding testing.**

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Permit/WDL Number: \_\_\_\_\_  
Phone: \_\_\_\_\_ Address: \_\_\_\_\_  
Signature: \_\_\_\_\_