

2023 Traffic Safety Education Policies

Eligibility:

- Enrollment will not be allowed after the third class has started.
- Students must be 15 years old by the first day* of class.
- Classroom and Behind the Wheel instruction cannot be completed in less than 30 days and must be completed within 90 days from the first day of class.
- Students must have their Traffic Safety Education course (Including all classroom lessons, 5 behind the wheel lessons, and all four tests including the final test) completed within 3 months* of the first day. Failure to do so will result in a non-complete of the course and will require a retake and repayment of the entire course for a completion.
- Prolonging classroom/BTW/Test completion beyond 3 months from the first day of their class disqualifies students from earning TSE certificate and will result in repeat of Traffic Safety Education.
- Student must acquire Learner's Permit within 48 hours of 1st lesson. (WDL # must be provided to 911 Driving School prior to class session starting)

Classroom/Behind the Wheel:

- Parent Night: The first hour of lesson #1 is structured for parents and student education.
- Students are required to participate in all 15 lessons. Any absences, (maximum 3)*, must be made up by attending the specific lesson missed. Student tardiness is viewed as an absence and the entire lesson needs to be made up. (This includes arriving late from break!!)
- No electronics use (cell phone, laptops, computers, etc.) allowed in class/behind the wheel, unless approved by instructor. This is a zero-tolerance policy and will be strictly enforced. Violations WILL result in the student being asked to leave the class or the drive being cut short. The student WILL be required to make these up at a later time.
- Admin Fee* or Transfer Fee* will be assessed for un-enrolling or transferring to another session. No Refunds: when decision to drop from session is made after the third lesson has started.
- All absences and failed tests (scoring less than 80%) are expected to be rescheduled within one week. All make up classes, make up behind the wheel drives (high school location drives not completed by end of session) and make up tests are completed at our main location.
- Washington State requires our course to include information about the Organ Donor Program. This portion of the course is optional.
- Students are fully accountable for their conduct. Students can be dismissed from the course for misbehavior, repeated disruption, cheating (whether sharing or receiving answers), excessive tardiness, misuse or abuse of equipment, repeated or willful violation of traffic laws, being under the influence of drugs or alcohol, failure to complete assigned work and multiple failed tests during the course. No refunds will be given.

- This course includes 2 free attempts at the knowledge test in our group knowledge test sessions. A \$30 value per test.
- Completion of this traffic safety course does not guarantee student(s) will pass the Knowledge and/or Skills Testing for Washington State Drivers Licensing.
- Educational Drives are not part of regular classroom hours and are scheduled independently from the scheduled class. Permit required and must be present at appointment. 24 business hour notice required for cancellation/rescheduling of drive. Less than 24 business hour notice will result in a fee.
- 911 Driving School of Spokane requires the drives be done in a timely manner in order to be complimentary to the classroom lessons. For this to happen; Drives 1, 2 and 3* need to be completed within 45 days from first day of class. All drives, including Drives 4 and 5 need to be scheduled within 48 hours of the first lesson. Expect drives to exceed class session dates.
- It is 911 Driving School practice to have two students in the instructional vehicle at all times. There are instances when this is not possible. By enrolling in a 911 Driving School Traffic Safety Education Course; Parent/Guardian gives 911 Driving School permission to conduct Behind the Wheel in a one-on-one setting.
- No food, drink or gum is allowed in the instructional vehicles unless prearranged with instructor. Water is the exception.
- Parent involvement is critical for the student's success!
 - 50 hours of supervised driving (10 of which being nighttime hours) are required by Washington State prior to receiving a driver's license.
 - If parents refuse to practice with the student and the student is unable to complete the tasks of each BTW lesson, parents will need to pay for additional drives in order for the student to move onto the next drive lesson. This can be avoided by daily practicing at home.

A Traffic Safety Education Certificate will be electronically submitted to the Department of Licensing upon successful completion of all tests and activities required for the program and upon full payment of tuition and fees.

A student signature is needed on attendance records for Department of Licensing verification that all requirements were met.

By agreeing to these policies, 911 Driving School has your permission to Video/Audio/Photo record client. (*written exceptions can be submitted to management for review.)

Washington State Instruction Permit

10 days prior to class starting; it will be time to finalize enrollment and obtain a Washington State Instruction Permit (if your student doesn't have one). It is ideal for your student to have their permit by lesson #1, however, they must have their Learner's Permit within 48 hours of lesson #1. Students must be 15 years old for us to submit a waiver to DOL. If your student turns 15 within the 10 day period prior to classes starting, note we will submit the waiver on their birthday or our soonest business day.

Once 911 Driving School has submitted the waiver electronically to the Department of Licensing, you can take your student to Department of Licensing. (Note: DOL may require you to make an appointment. Please contact DOL to verify). Please remember that in addition to our waiver, the Department of Licensing will also want to see the student's;

License # (WDL #), Certified Birth Certificate or Passport, Social Security Number, Picture ID (ie School ASB card), and a DOL Permit Fee (*Note: This price is subject to change by DOL*)

Finalizing Enrollment

In a previous email, you received a user name and password. Log in to our 911 Driving School Management System. (if you've misplaced user name and password, we can email it again!)

<https://myeform3.net/Spokane911/student/StudentLogin.aspx>

- 1) Verify your information "My Account Info"
- 2) Provide future Driver's License #(will begin with "WDL")

If your student doesn't have a Washington ID, Enhanced ID or Permit:

Pre-registration process on the Department of Licensing website:

The process is a simple 2-3 minute process. Log onto www.dol.wa.gov

- Select Get a Drivers License, then "Steps to Getting your first License"
- Select Instruction Permits, Scroll down to Step #1 and select pre-apply online
- Scroll down again to #2 and again select Pre-apply

Note: without your WDL #, we are unable to issue you a permit waiver. (The WDL number is how we submit the waiver electronically to the Department of Licensing on your behalf)

- 3) Payment can be made online or in person. If not paying in full, we have a payment option available.

Payment Plan

Payment #1 = \$225 deposit at enrollment (non-refundable; transfer fee applicable)

Payment #2 = \$200 prior to the start of first day of class

Payment #3 = Balance by Lesson #12

The tuition includes:

- The required 34 hours of classroom, 5 drives, an observation hour, and the 4 classroom tests.
- Also, 2 free attempts at the state knowledge test (a \$30 value per test)

The tuition does not include:

- The 3rd or more attempts at the state knowledge test.
- The State Drive Test (However, a discount is given to 911 students)
- Any DOL fees: The permit fee, the driver's license fee, etc.