

2026 Traffic Safety Education Policies for 911 Driving School of Spokane

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 (120 days for Zoom) 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 4 tests including the final test) completed within 3 months* (4 for Zoom) 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 the deadline 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. (Zoom students exempt) This is a zero-tolerance policy and will be strictly enforced. Violations in the classroom WILL result in the phone being confiscated by the instructor and returned at the end of class. Any student who refuses to give up their phone will be expelled from the class and required to make up the entire class at a later time. Students using the phone in the backseat during a BTW drive will have their phone confiscated for the rest of the drive. Students who refuse will be marked as a fail for the drive and will need to make up that drive and pay a \$65 retake fee. If the student is driving and uses a cell phone, the drive will be marked as a fail and the student will need to make up that drive and pay a \$65 retake fee.
- Refunds:
- The Deposit is non-refundable for dropped enrollment. All other funds, minus the deposit will be refunded prior to the day before the first day of class.
- No Refunds after the day prior to the first lesson.
- Transfers to a future class are not considered a drop, but will be charged an Admin Fee* or Transfer Fee* of \$50.
- All absences and failed tests (scoring less than 80 points) 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.
- 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. If 2 or more no show fees are accumulated and not paid, all future drives will be canceled.
- We are closed Sundays and Mondays and some specific holidays. Any scheduled drives for these days, require 24 business hour cancellation being brought to our attention no later than 3pm prior to closing the business day prior. (I.e. Canceling drives on Sundays, Mondays, and Tuesdays require notification by 2pm the Saturday prior).
- 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; all Drives need to be completed within 45 days from first day of class. All drives need to be scheduled within 48 hours of the first lesson. Expect drives to exceed class session dates.
- Any missed or canceled Classes, tests, or drives MUST be made up within 90 days of the first day of class. Failure to do so will result in having to retake the entire course and repay the fee.
- 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.
- **Intermediate Driver License Regulations:** For the first *six months*, new drivers cannot drive with

passengers who are *under the age of 20*. For the *next six months*, IDL holders **cannot carry more than three passengers who are under the age of 20**. Exceptions are made for immediate family members. For the first *twelve months*, IDL holders **cannot drive between 1:00 AM and 5:00 AM** unless **accompanied by a licensed driver age 25 or older**. Cell phone use, including talking and sending or receiving text messages, even with hands-free devices, is prohibited. These restrictions won't apply after the teen turns 18 years old. **Penalties for violations and accidents:** For the first violation, a warning letter will be sent to the student and parent/guardian. For the second violation the license will be suspended for six months or until age 18. For the third violation, the license will be suspended until age 18. For a full review of all IDL rules and regulations please visit the DOL website at dol.wa.gov. ^[1]_{SEP}

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 requires appointments, no walk ins.** 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")

Revised December 1st 2025

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 = \$220 deposit at enrollment (non-refundable; transfer fee applicable)

Payment #2 = \$220 prior to the start of first day of class

Payment #3 = Balance by Lesson #12

"Starting October 1, 2025, Washington State's new ESSB 5814 law requires sales tax to be added to driving school services. Any money collected for Traffic Safety Education (TSE) services on or after October 1 will be subject to sales tax, including final payments."

If the tuition and all fees are not paid in full by lesson 12 the student will not be allowed to take the final exam which is required to pass the course.

They will need to make it up once payment is made in full.

The final test MUST be completed within 90 days of the first day of class.

The tuition includes:

- The required 34 hours of classroom, 5 drives, an observation hour, and the 4 classroom tests.

The tuition does not include:

- 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.
- **All tests are administered at the main branch 911 Driving School of Spokane**

Parent Signature: _____

Student Signature: _____