

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 will be completed in no less than 30 days.
- Students must have their Traffic Safety Education class completed within 3 months of the first day.
- Student must acquire Learner's Permit by lesson #3.

Classroom/Behind the Wheel:

- Parent Night: The first hour of lesson #1 is structured for parents and student education.
- Students are expected to participate in all 15 lessons. Any absences, (maximum 3), must be made up by attending the specific lesson missed. All make up classes are attended at our main location. Student tardiness is viewed as an absence and the entire lesson needs to be made up.
- All absences and failed tests (scoring less than 80%) must be rescheduled within one week.
- No cell phone use allowed in class.
- 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, 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.
- Washington State Law mandates 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 by the last day of class and Drives 4 and 5 need to be scheduled prior to the last day of class.

- 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.
- 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 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.

Prolonging classroom/BTW/Test completion beyond 3 months from the first day of their class disqualifies students from earning TSE certificate.

By agreeing to these policies, 911 Driving School has your permission to Video/Audio/Photo record client.

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 by lesson #3. 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.

Once 911 Driving School has submitted the waiver electronically to the Department of Licensing, you can take your student to Department of Licensing. Please remember that in addition to our waiver, the Department of Licensing will also want to see the student's;

License # (PIC # Confirmation #)

Certified Birth Certificate or Passport

Social Security Number

Picture ID (ie School ASB card)

\$25 Cash/Check

Also, Department of Licensing is closed Sunday and Mondays.

NOTE: The North side DOL office has moved to 9107 N Country Homes BLVD. Pick up a Washington State Drivers Guide while you are there, it's a great tool for learning!

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 #(can be called PIC # or Confirmation #) Follow these steps on how to obtain this number if you don't have it...

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](<http://www.dol.wa.gov>), click "join" and then select the "pre-apply to get my first WA driver permit, license or ID card". Once you have gone through this short process, you will be issued a "PIC" number. Note: without your PIC , we are unable to issue you a permit waiver. (The PIC 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 = \$55 deposit at enrollment

Payment #2 = \$200 by first day of class

Payment #3 = Balance by the 4th week of class