



117 So. Kent St.
Winchester, VA 22601
Owner: Mary Donnellan
www.valleydrivered.com
valleydrivered@gmail.com 540 398-6059

DRIVER EDUCATION CLASSROOM AGREEMENT:

Please print all required information.

___ First Time (Never Tested at DMV)

This agreement is entered into this ___ day of ___, 20___ between Valley Driving School and

Full Name: _____
 First Middle Last

Birth Date: ___ / ___ / ___ Male ___ Female ___

Student email address: _____ High School Attending: _____ or Graduated _____

Permit/Customer No: ___ - ___ - ___ Issue Date: ___ / ___ / ___ Exp. Date ___ / ___ / ___

Address: _____ City: _____ State: ___ Zip _____

Home Phone No: _____ Cell Phone No: _____

Parent/Guardian Name: _____ Parent/Guardian email: _____

Emergency Contact Name: _____ Emergency Contact No: _____

Are you taking any medications: Yes ___ No ___ If so, please describe : _____

The following conditions need to be understood before enrolling.

1. Course consists of 36 periods (hours) of classroom instruction for students, at cost of \$350.00.
2. Student will be notified by phone, e-mail and/or via website in the event the school cancels classes. Cancelled classes will be made up at the end of the course or during an alternate day.
3. A **Fee of \$50.00** will be charged for any insufficient funds or stop payment check that is returned by a bank. Issuer of the check will be responsible for legal expenses.
4. Students are fully accountable for their conduct. Any damage done by a student to school property, building, or parking lot will result in the student being immediately expelled from the program with **NO refund and DMV will be notified**. Any payment necessary for the damage will be the responsibility of the student or parent and/or guardian. Criminal activity will be reported to the local authorities, as well as the student's parent/guardian.
5. Sleeping, disruptive behavior or cell phone use is not allowed during class lectures, videos. Anyone found sleeping; talking or using cell phone during these times will be considered absent and will not be given credit for their attendance. All students hereby agree to keep areas in the building and classroom clean from all litter and debris.
6. Any student suspected of being under the influence of alcohol or drugs while attending class will be immediately expelled from the program. A conference will be held with their parent/guardian as well as the local law enforcement officials being contacted. Also, **NO refund and DMV will be notified**.
7. **ATTITUDE** and **MATURITY** are an important part of this course. Any student who is found **DISRUPTIVE** or **DISRESPECTFUL** to instructor, other students or anyone associated with Valley Driving School shall be dismissed by the instructor at the instructor's discretion. **NO refund** from the program will be given.

Refund Policy is as follows:

For notice of withdrawal received prior to the first day of the Drivers Education classroom course and Behind the Wheel lessons, a refund of one hundred percent of the total tuition will be granted.. For notice of withdrawal received on the first day of classes/lessons and before the second day of classes/lessons, a refund of fifty percent of total tuition minus a **\$25.00** processing fee will be granted. **No refund** of tuition will be granted for either Drivers Education classroom course students beyond the third day of a class and/or driving lesson. The request for the refund must be submitted in writing. You can email request to valleydrivered@gmail.com.



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Attention Parents / Guardians / Students (under 18):

If the student has sports, after school activities, work etc, and you know the schedule of these activities; we would appreciate if you could let the office know in advance.

We encourage parents to be involved in the student's progress. You are paying for this service, please be involved and make sure your child is getting the full benefit of this service.

Please feel free to call the office or ask the instructor about your child's improvements during the course.

If you have any comments or concerns, please give us a call to discuss the issue.

Phone contact: 540 398-6095 or email: valleydrivered@gmail.com

The instruction provided does not guarantee that a student will pass the state license examination, that the student can secure a license, or that the student will be guaranteed employment upon completion of this course. The Department of Motor Vehicles is committed to promoting transportation safety through the certification of quality driver training programs. If you have comments or concerns about this course, call our **toll free number: 1-877-885-5790**.

We have read this contract and agree to abide by the conditions:

I hereby request that my son/daughter, be enrolled in a state-approved **Driver Education** classroom instruction program.

Students Signature: _____ **Date:** _____

Parent / Guardian Signature: _____ **Date:** _____

VDS OFFICE USE ONLY	
Date	Fee Paid _____
Valley Driving School Rep: _____	