

DRIVING STARS, LLC

IMPORTANT INFORMATION FOR STUDENTS & PARENTS REGARDING STATE REGULATIONS AND **“RULES OF THE SCHOOL”**

1. State law requires anyone under the age of 18 to **satisfactorily complete** an approved driver education course before they are eligible for a driver's license. You may begin classroom (theory) at age 15. At age 15½, you may get your learner's permit (“temps”) and begin in-car training (6 hours driving plus 6 hours observing other students drive) with a state-licensed driver education teacher. At age 16, you may apply for a driver's license **after you have satisfactorily completed all course requirements and held your permit for at least 6 months.**
2. You have **“satisfactorily completed”** this course only when the following Classroom Course Requirements are met:
 - a. Successful completion of classroom phase of course (you must earn at least 850 points and account for 30 hours). The more points you earn, (over the 850 required) the higher your grade will be.
 - b. All make-up work is submitted and approved.
 - c. Successful completion of the in-car training phase (6 hours behind-the-wheel plus 6 hours observation).
 - d. All tuition is paid in full.

Or
2. You have **“satisfactorily completed”** this course only when the following Online Course Requirements are met:
 - a. Successful completion of online phase of course (you must complete/pass the **30 hour** required course).
 - b. Successful completion of the in-car training phase (6 hours behind-the-wheel plus 6 hours observation).
 - c. All tuition is paid in full.
3. State law regarding attendance at classroom sessions is **very strict**. Any absence from class, whether excused or unexcused, **must be made up** by doing **4 pages of written work** (utilizing every line of the page) OR by attending the missed session(s) with another class. **A third absence, regardless of reason, requires that you be dropped from this class** (state regulation). A “dropped student” may be permitted to transfer, space permitting, into a future class at the point where they were dropped with the Instructor's recommendation and permission.
4. Classroom Course: There are 15 classroom sessions. Each session is two (2) hours long with a 10-minute break.
Online Course: There are 30 lessons and each lesson is 60 minutes long. You can complete two lessons in a 24 hour period
5. The first four classroom sessions cover the “Wisconsin Motorist's Handbook”, rules of the road, and preparation for obtaining your “temps”. Sessions five through ten deal with defensive driving habits; sessions eleven through fourteen deal with miscellaneous topics, and session fifteen is your final examination. Classroom sessions include a combination of lectures, group discussions, videos, demonstrations, exercises, work sheets, guest speakers, short quizzes, and tests. Assignments for home study may be given.
6. You are expected to display classroom courtesy at all times including in-car training sessions. A student who displays a lack of courtesy and continually disrupts instruction will be dismissed at the discretion of the teacher. In this event, the student will not receive credit for the session and will be required to make it up.
7. One obvious sign of one's maturity is the respect shown for differences among individuals. Unkind references about another student's sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, health status, sexual orientation, physical appearance or manner of dress, arrest or court record, handicap, student status or level of academic achievement, or socio-academic status...will not be tolerated.
8. If there is severe weather for the area, all instruction for that day **may** automatically be canceled **without further notice**. Any instructional session which is canceled due to weather or for any reason will be rescheduled at a later date.
9. Your in-car **lesson appointment times are approximate**. The appointment time given you is actually your **reporting** time....the time you need to be ready to begin your lesson. If your teacher does not appear 30 minutes after the scheduled reporting time, they should be considered unavoidably detained and you may consider the session dismissed and go home. The session will be rescheduled at a later date.
10. Your behind-the-wheel teacher will attempt to schedule your in-car lessons at available times. If you are involved in many activities (job, sports, etc.) you may experience delays in completion of your training if you are unable to arrange time off for your driver education course.
11. We recommend **completing one or two behind-the-wheel lessons with your teacher before beginning practice** in your family's car. This may prevent well-meaning family and friends from inadvertently allowing you to encounter driving conditions which you may not yet be fully prepared to handle and can actually hinder your ability to learn the techniques you will need to know.
12. You **must hold a valid learner's permit (“temps”) before you can begin scheduling your behind-the-wheel lessons**, but you do not need to have your “temps” in order to schedule observation hours.
13. **DRIVING STARS LLC** will **NOT** refund any tuition if the School is ready, willing and able to fulfill its part of the agreement.

14. If a scheduling conflict arises, the following priorities will apply:
- 1st Priority: Students with special appointments
 - 2nd Priority: 6/6 students' 1st & 2nd lessons
 - 3rd Priority: 6/6 students' 3rd thru 6th lessons

Lowest Priority: *Students who have missed a lesson which they did not cancel at least 24 hours in advance.*
All scheduling is at the discretion of the teacher.

15. If you fail to show up for a behind-the-wheel lesson that you did not cancel at least 24 hours in advance by contacting your behind-the-wheel teacher, you are charged for the missed lesson and you “drop” to the very lowest priority for your future behind-the-wheel appointments.

16. We will schedule your behind-the-wheel lessons as long as your tuition payments remain current.

17. Helping you learn how to stay out of crashes is our most important goal. Therefore, we will schedule your final behind-the-wheel lesson only when your teacher determines that your progress is satisfactory. Your teacher may have you get an additional amount of supervised practice driving with your parent(s). Your teacher will let you and/or your parent(s) know if this applies to you.

NOTE: YOU MUST have your 30 hour practice sheet completed and signed by your sponsor for your teacher to be able to issue your DMV-3192

18. You must present your State of Wisconsin “Driver School Certification” (Form #DMV-3192) when you show up at the Division of Motor Vehicles testing station to take your state road test. This certificate provides that you have satisfactorily completed all your driver education requirements. It will be ***mailed to you seven (7) days AFTER you complete ALL course requirements.*** This includes all classroom and make-up work, all behind-the-wheel and observation and all tuition paid. Avoid the disappointment of having your road test delayed. ***Schedule your road test to take place NO SOONER than ten (10) days after you have completed ALL your course requirements.***

19. How to get your learner’s permit (“temps”):

a. You will be given two (2) application forms (Form #DMV-3001). Take both of them home and ***have your parent or guardian get their signature NOTARIZED on BOTH*** application forms and then bring ***BOTH*** of them back to your classroom teacher. ***Your teacher will not sign the permission slip for you to get your “temps” until you return these*** notarized application forms.

b. You must pass a 50-question written quiz, an eye exam, and a road sign recognition test.

c. Show the DMV official a ***CERTIFIED birth certificate*** or passport. (IMPORTANT: birth certificates issued by hospitals or photocopies of originals are ***NOT ACCEPTED!***) You must also have your Social Security Card and 1 other form of identification (school ID etc.).

d. Pay the \$35.00 application fee to the DMV. (Make check payable to: “Registration Fee Trust”).

e. An additional \$43.00 road test fee will be charged by the DMV when you take your skills test

I have read and understand the above and agree to abide by these and any other “Rules of the School”.

Student Signature

Today’s Date

Parent/Guardian/Sponsor Signature

Today’s Date