



STUDENT-PARENT CONTRACT

NorthStar Driving Academy, L.L.C.
"Driven to Save Lives"

The mission of NorthStar Driving Academy, L.L.C., is to provide a high quality traffic safety education program to drivers of all ages. As educators and parents of teen-aged drivers, our founders and instructors realize the significance of their work—they are, we are, driven to save lives. Only persons at least 15 years old may be enrolled in a traffic safety course.

In order to obtain a license before 18 years of age, a student must graduate a Department of Licensing approved traffic safety education course, have obtained a driver instruction permit for 6 months, and be at least 16 years of age. While driving on the graduated license (Intermediate Driver License), a teen may not drive during the hours of 1:00-5:00am for the first year unless accompanied by a 25 year old. Additionally, the teen driver will not be allowed passengers under the age of 20 years—unless they are members of the immediate family, for the first 6 months. If the driver succeeds as a proven, safe driver—receives no traffic citations or violations of the IDL restrictions, and does not cause a collision—the teen will be allowed no more than 3 passengers that are under the age of 20 outside of the immediate family. Refer to the WA Driver's Guide for detailed explanation of these laws.

Student Policies

These policies are designed to help students and their parents/guardians understand their responsibilities and what the responsibilities are of NorthStar Driving Academy, L.L.C. NorthStar is committed to excellence in teaching and business practice, and demands the best performance students have to offer. Students must be picked up promptly at the end of class; the driving academy reserves the right to charge parents/guardians a tardy fee of \$1/minute past the end of class or the driving lesson.

Classroom Phase:

1. Students are expected to attend all classroom sessions. Washington State requires 30 hours of classroom instruction. We show graphic depictions of vehicle crashes (e.g. "Red Asphalt"), so by signing below, parents understand and consent to allowing their teenagers to view the material.
2. If for unexpected reasons a student misses a class, that class session must be made up before the student can graduate. If a student misses **four or more** classes, they will be automatically dropped from the course. **Makeup classes** will be scheduled and will cost the student \$20.00 to attend (cash only).
3. **Once the traffic safety course has started, and the student has attended one class, there will be no refund.**
4. If a student needs to be removed from class because behavior problems or cheating, there will be no tuition refund. The student won't be permitted to enroll again.
5. If the student comes to class in an intoxicated or drug induced condition the student will be dropped from the course with no tuition refund and won't be permitted to enroll again.
6. If the student needs to withdraw from the course for unexpected reasons, the refund of his or her tuition will be prorated, depending on the number of sessions attended. Prior to the first class session, a full refund, minus a \$50.00 handling fee, will be given to all withdrawing students. Once a student has begun the classroom phase, he or she will receive a prorated refund of the course cost, minus a \$50.00 administrative fee.
7. Students withdrawing for unexpected reasons may transfer their remaining tuition to another block session by paying a \$50.00 transfer fee.
8. Eighty percent is the passing grade for all tests in the classroom phase of instruction. If a student receives a grade below the 80%, she or he can makeup the test or quiz one time at a cost of \$20. If 80% is not achieved on the second exam the student will have to retake the Traffic Safety Education Course.
9. **Students are required to bring loose paper or composition notebook, and a pencil/pen to class. If a student needs a pencil/pen or paper, she or he will be charged \$5.00. **NO SPIRAL NOTEBOOKS ALLOWED.****
10. Course completion certificates will be given to passing students after the final exam is passed **and** upon completion of the driving phase. Allow 2 weeks to receive certificates.
11. Students who do not complete the required material in the required time-frame may enroll for another session. The fee will be determined by the percentage of class work that still needs to be completed.
12. Students will not be allowed to smoke within 500ft of the NorthStar Driving Academy classroom location.
13. Returned checks will be charged a \$50.00 administrative fee, added to the total check amount. If a student has paid with a returned check, the student will be suspended from the course until the check and administrative fee has been paid. Personal checks are allowed for initial tuition only, and will not be allowed for extra fees, charges, costs.
14. Radios, Ipods, cell phones, or any instrument or device that distracts the student from the instructor's presentation of the classroom material are not allowed.
15. Students are not allowed to do homework or read books other than those used by the instructor in the driver's education course.
16. Students must finish the course by 10 weeks from the start date or they will be dropped from the course and have to retake a Traffic Safety Education Course again. (A refund will not be granted.) INIT: _____



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Drive Phase:

The student is to maintain, a log of practice hours and type of practice, (same type of log the state now requires). The student will be required to bring the log to each driving session. We require at least 5 hours of practice with a parent/guardian before the first drive can be done. Additionally, a student driver needs 3-5 hours of practice in between each of the drive lessons, practicing the maneuvers taught in each of the preceding lessons. Before the 6th and/or final drive, the student should have enough practice time in order to pass the examination drive. Typically, this will be over 20 hours of driving experience.

1. All students will need a learner's permit before they sign-up for their first driving lesson. They must bring this permit to all in car sessions or they will not be permitted to drive. Not having a permit WILL be treated as a no-show. **No-shows are charged at \$40.00 cash only.** Students will not be allowed to drive on any further drives until all their no-show fees are paid in full. INIT: _____
2. **When the student or parent schedules a drive and 24 hours have passed, there is no canceling of the drive. The student must complete the drive or find another student to take the time slot signed up for. Failure to do either will result in a \$40.00 no-show fee. (Cash only, checks/credit cards are not accepted for no-show fees.)** Exceptions will be made for proven illness or noted family emergency. INIT: _____
3. If the student shows up for a scheduled drive without a log book and has not completed 5 hours of documented practice in the log book, this will be considered a no-show and be charged the \$40.00 no show fee. The student will be allowed to complete the driving session, but must pay the \$40.00 no-show fee prior to the next drive or receiving the TSE certificate.
4. **If a student is late for a drive by more than 15 minutes they will be charged a no-show fee.**
5. **If the driving instructor is late for a scheduled drive, the student will be expected to remain at the pickup location for at least 15 minutes after the scheduled start time due to exigencies faced on the road.** INIT: _____
6. Extra driving sessions will be provided for students that need extra instruction. The charge for an extra driving session will be \$50.00 per 1-hour session. Four (4) one (1) sessions can be available for the charge of \$190.00, which must be prepaid before the sessions can take place. (cash only, checks/credit cards are not accepted for extra driving sessions).
7. **All driving skills will be scored: 4-Excellent. 3-Satisfactory. 2-Fair. 1-Failed. Skills receiving a 2 or 1 will need to be practiced with their parents/guardian. The drive instructor, during the next drive will evaluate these skills again.**
8. Upon a parent's request, NorthStar Driving Academy will provide the student's parent an outline of skills that will be covered at each drive lesson.
9. Once a student begins her or his driving phase (starting with drive 1), there will be no tuition refunds.
10. Smoking is not allowed while driving or riding as a passenger in the driver's instruction car.
11. The student will not be permitted to drive and will not be issued an instruction permit application waiver until all tuition costs and course fees have been paid.
12. By the end of class, most of the 6 driving sessions should have been completed. However, we will allow 10 weeks from the start of the class to have all 6 driving sessions completed. Graduation certificates cannot be issued until all required work has been completed. In addition, if the 6 driving sessions have not been completed in the 10 weeks from the start of class, the student will have to pay \$40.00 per drive session in order to complete the driving phase.

SAFE DRIVERS SAVE LIVES! Buckle up 100% of the time.

We agree to abide by all the preceding conditions and guidelines. We realize that violations of them are grounds for dismissal. We also agree to operate any motor vehicle in accordance with WA State law, adhering to the Driver's Guide recommendations. Accordingly, we will partner with NorthStar Driving Academy, L.L.C., in their effort to help save lives on the road; especially teens!

Start date: _____ **End Date:** _____ **Cost:** _____

Student Name _____ **Signature** _____

Parent/Guardian Name _____ **Signature** _____