

Virginia Driving School

8807 Sudley Road #214, Manassas, VA 20110
703-367-0911, 540-341-8881, 540-825-4811

Please print two copies. Keep one for your records. Provide second copy to Virginia Driving School instructor along with a copy of your learner's permit.

Driver's Ed/Classroom Agreement:

This agreement entered into this _____ day of _____, 20____ between Virginia Driving School, located at 8807 Sudley Road, Suite 214, Manassas, VA 20110 and

Full Name: _____
Last First Middle

Birth Date: _____ Male ___ Female___ Email Address: _____

Permit/License Number: _____ Issue Date: _____

Address: _____ City/State/Zip: _____

Phone Number: _____ Cell Phone: _____

Parent / Guardian Address: _____

Emergency Contact Person: _____ Phone Number: _____

Are you taking any medications: Yes_____ No_____ (if yes, please describe)_____

List any other medical conditions or learning disabilities: _____

The following conditions need to be understood before enrolling.

1. Course consists of 36 periods of classroom instruction for under 19 years of age, at cost of \$185.00 (Each period is fifty minutes long).
2. Students will receive no more than (4) periods of instruction on weekends and holidays, and no more than (2) periods of classroom instruction on regular school days.
3. Student will be notified by phone call in the event the school cancels classes. Cancelled classes will be made up at the end of the course.
4. On weekends class is held from 5:00 p.m. to 9:00 p.m. and 6:00 p.m. to 8:00 p.m. on regular school day.
5. A refund of all fees paid will be made, upon request, if school is not capable of or willing to begin instruction within 30 calendar days from the date agreed to in the contract.
6. **This contract is valid for 6 months from the first classroom session.**
7. School does not guarantee that any student will pass the state license examination or that the student can secure a license, or that student will be guaranteed employment upon completion of any course instruction.
8. A thirty-five dollar (\$35.00) fee will be charged for any non-sufficient fund or stop payment check that is returned by a bank. Issuer of the check will be responsible for legal expenses.

9. Replacement of DTC-B will be for \$20.00 processing fee.
10. 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 dropped from the program with NO refund given. Any payment necessary for the damage will be the responsibility of the student or parent/guardian. Criminal activity will be reported to the local authorities, as well as the student's parent/guardian.
11. Sleeping, talking or cell phone use is not allowed during class lectures, videos, or in the automobiles during drive or observation time. 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, classroom, parking lot and automobiles clean from all litter and debris.
12. Any student suspected of being under the influence of alcohol or drugs while attending class or road instruction will be immediately dismissed 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 from the program will be given.
13. 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 Virginia Driving School Driving shall be dismissed by the instructor at the instructor's discretion. The refund policy shall apply.
14. It is the responsibility of the student or in the case of minor the parent or legal guardian to report the Department of Motor Vehicles any concerns regarding school facilities, instructor behavior or quality of instructions by the school.

In the event that the student cannot take or complete the driver education program, the refund policy is as follows:

1. Refund of the tuition LESS a twenty-five (\$25.00) fee for processing, before the program start.
2. Dropping or being dismissed from the program after the program begins but before completion of the third class meeting, two-thirds of the total cost of the program will be refunded.
3. Dropping or being dismissed from the program after completion of the third class meeting, no refund will be given.

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

Student's Signature _____ Date _____

School Representative's Signature _____ Date _____

I hereby request that my son/daughter _____, be enrolled in a state approved classroom instructions program.

Parent or Legal Guardian Signature _____ Date _____

DMV is committed to promoting transportation safety through the certification of quality driver training programs. If you have comments or concerns about this course, call toll free number : 1-877-885-5790.