

**A-PLUS DRIVING SCHOOL (#C0011)**

4409 A Spring Cypress, Spring, Texas 77388

Off: (281) 353-9377

Fax: (281)288-0844

Class# \_\_\_\_\_

Date of Course: \_\_\_\_\_

Time: \_\_\_\_\_

**Student Enrollment Contract**

Student's Full Legal Name: \_\_\_\_\_  
First Middle Last

Student's Address: \_\_\_\_\_  
Street City State Zip

Date of Birth: \_\_\_\_\_ \*Age of Student on the 3<sup>rd</sup> Day of Class: \_\_\_\_\_ Highschool Student Attends: \_\_\_\_\_

Student's Home#: \_\_\_\_\_ Cell#: \_\_\_\_\_ Work#: \_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_ Cell#: \_\_\_\_\_ Work#: \_\_\_\_\_

**A-Plus Driving School, hereinafter referred to as the School, agrees to prove the Student the following services:**

|   |          |
|---|----------|
| Classroom Instruction - Group Lessons. 32 hrs: 16 - 2 hr lessons, \$21.75 per lesson. ....  | \$348.00 |
| Behind-the-Wheel Instruction - Group Lessons 7 - 1 hr lessons \$0.00 per/1hr. driving lesson (concurrent with Classroom Lessons)..... | \$00.00  |
| Observation Instruction - Group Lessons 7 -1hr lessons (conducted while other student is driving).....                                | \$0.00   |
| Administrative Expenses. ....   | \$50.00  |
| Total Charge for Course:.....   | \$398.00 |

\*No Show Fee for driving lesson.....\$30.00 \*Additional driving lessons.....\$42.00 \* Duplicate Certificates.....\$15.00 \* Re-Enrollment Fee.....\$100.00

**For Office Use Only: Payment Terms: Full amount due upon enrollment, or \$199.00 upon enrollment & balance due Last Monday of classroom course.**

|                                 |                 |   |                  |                  |
|---------------------------------|-----------------|---|------------------|------------------|
| Payment 1: Amount: _____        | Ck#: _____      | Cash#: _____                              | Date paid: _____ | Rec'd. By: _____ |
| Payment 2: Amount: _____        | Ck#: _____      | Cash#: _____                              | Date paid: _____ | Rec'd. By: _____ |
| Payment : Amount: _____         | Ck#: _____      | Cash#: _____                              | Date paid: _____ | Rec'd. By: _____ |
| Credit Card #: _____            | Exp Date: _____ | CVcode# (3 digit on front of card): _____ |                  |                  |
| Billing Address for card: _____ | /               | Zip Code                                  |                  |                  |
| Street # Only                   |                 |   |                  |                  |

**I. Rules of Operation and Conduct:**

**A. Attendance\Absence Policy:** A full hour of absence is charged to the student when he/she does not attend the full 55 minutes of instruction during the 60-minute period. If a student is absent in excess of 10 classroom hours, the student enrollment will be terminated. The student is allowed to miss no more than five (5) classes, but any missed classroom lessons must be made up in a regularly scheduled class of the lesson missed. Ex. (If you miss Lesson #4 you must attend Lesson #4 next month when that class is taught or on a special make-up day assigned by instructor). **Late to Class:** Students late to class will not be admitted to class and will have to make up that class. All classes & drives must be completed within 1 year from the first day of classroom instruction.

**B.** The School reserves the right to reschedule a lesson (including classroom instruction) in the event of inclement weather, unavailability of the instructor, or any other factor beyond the schools control.

**C. Conduct:** Students will be dismissed from the class/school for behavior that is not conducive to a learning environment. Excessive talking in class, insubordination, or any other disruptive behavior. Each student will be dealt with on an individual basis. Students will be allowed to re-enter class upon resolution of the problem. SMOKING OR THE USE OF TOBACCO PRODUCTS IS NOT ALLOWED AT A-PLUS AND STUDENTS MAY NOT LEAVE A-PLUS PROPERTY TO USE TOBACCO PRODUCT, BEFORE , DURING, OR AFTER CLASS. THE USE OF TOBACCO WILL NOT BE TOLERATED.

**D. Waiver of Liability:** The school neither assumes nor accepts any liability for the driving performance of any student whom the school issues a drivers education certificate. The school does not guarantee a students drivers license.

**E.** The student is solely responsible for his/her behavior and the cost of any damage he/she inflicts upon school property with the exception of damage to any school vehicle while driving.

**K.** The school is prohibited from issuing a certificate of completion if the student has not yet met all of the requirements for the course completion and the student should not accept such a certificate under such circumstances.

**II. Grading and Progress Policy:** Students must maintain a grade of 70 or above. Grades will be determined from the following: unit tests, written assignments, skills performance checklists, and comprehensive examinations of knowledge and skills.

**III. Cancellation Policy:** A full refund will be given to any student who cancels the enrollment contract before midnight of the third day, excluding Saturdays, Sundays, and legal holidays, after the enrollment contract is signed by the prospective student, unless the student has completed the course and accepted a certificate of completion during that period.

IV. **Refund Policy:**

1. Refund computations will be based on actual instruction received through the last date of attendance.
2. The effective date of the termination for refund purposes will be the earliest of the following:
  - (a) the last day of attendance, if the student is terminated by the school ; or (b) the date of receipt of written notice from the student; or
  - (c) the 10<sup>th</sup> school day following the last day of attendance.
3. If tuition is collected in advance of entrance and, **\*if after the expiration of the 72-hour cancellation privilege, the student does not enter school, terminates enrollment, or withdraws, the school may retain up to \$50 as administrative expenses** and, from the remainder, shall refund that portion of the classroom tuition and fees and behind-the-wheel tuition and fees for services not previously received by the student.
4. Refunds for items of extra expense to the student , including instructional supplies, books, laboratory fees, service charges, rentals, deposits, and all other such ancillary miscellaneous charges, will be made within 30 days after the effective date of enrollment termination , if these items are stated separately and shown as part of the data furnished the student before enrollment.
5. A full refund of all tuition and fees is due and refundable in each of the following cases:
  - (A) when an enrollee is not accepted by the school; (B) if the course of instruction is discontinued by the school at this location; or (C) if the students enrollment was procured as result If any misrepresentation in advertising, promotional materials of the school, or misrepresentation by the owner or representation of the school.
6. Refunds shall be completed within 30 days after the effective date of termination.

V. **Behind-the Wheel Scheduling:** Students are expected to keep all scheduled driving appointments. The student agrees to pay **\$30.00** if he/she does not show or **fails to cancel a scheduled driving appointment within 12 hours of the scheduled driving appointment. Illness does not excuse the 12 hour requirement.** Call the school at (281)353-9377 to cancel, leave a message when our voice mail answers. Give your name, time of driving appointment, and instructors name.

VI. **Vehicle Insurance:** This driver education school maintains business vehicle insurance as required by the Transportation Code, Chapter 601, and uninsured or under insured

VII. **Student Acknowledgment:** The student, parent, or guardian certifies that the he/she has read and understands this contract. I have been furnished a copy of the school tuition schedule; cancellation policy; attendance/absence policy; grading and progress policy; and rules of regulation and conduct. I further realize that any grievances not resolved by the school may forward to: Driver Training, Texas Education Agency, 1701 North Congress Avenue, Austin, Texas 78701, (512) 936-6777.

**Student:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent or Legal Guardian:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**A-Plus School Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\* I understand my teen has 1 year from first day of classroom instruction to Complete Full Driving Course:** \_\_\_\_\_

**My initials below signify that I do not want my son/daughter to receive individual (one-on-one) instruction. I understand that my decision may delay the behind-the-wheel training until another student can be scheduled with him/her.**

**Parents initials if one-on-one driving is REFUSED** \_\_\_\_\_.

*Dear Parent & Student,*

*Thank you for choosing A-Plus Driving School for your driver training. Our programs are designed to prepare you for the responsibility of safely operating an automobile on our streets and highways. We place special emphasis on defensive driving strategies and good driving habits. Our staff will do their utmost to provide you with the finest driver education possible and we encourage you to help us achieve this goal.*

*If we can be of further assistance, please call on us.*

*Sincerely,*

*John & Chantell Worzel  
A-Plus Driving School*