

Instructor's Choice Driving School

1826 N. Columbus Street Arlington, Virginia 22207
Phone (703)527-4444 Fax (703)243-5503 ic4444@verizon.net 220510

Administrative Agreement **ONLINE CLASSROOM (Under 18 yrs Old)**

1. **Course Length:** The Virginia State Drivers Education program consist of two phases. The in-car phase consist of a minimum of seven 50 minute periods of driving and seven 50 minute periods of observation. The online classroom phase consist of 13 levels of classroom instruction (approximately 30 hours). **THERE WILL BE NO REFUND FOR UNSUCCESSFUL COMPLETION/WITHDRAWAL.**

Your enrollment date/time is _____

2. **Scheduling in-car:** Students are responsible for scheduling in car instruction. We have found that scheduling your next lesson while in car works best. **A valid Virginia Learner Permit is required prior to scheduling in-car lessons.** Missed lessons in car are coordinated directly the assigned in car instructor.

3. **Method Of Payment/Price:** Choose one below by **initialing** the desired program:

___ \$475.00 (online classroom & in car)

___ \$275.00 Classroom Only

Tuition is paid in advance of instruction. There will be a \$35.00 fee for any returned checks. The return check fee doubles if arrangements are not made within a week of notification. The term of payment are: checks, cash, credit card & PayPal.

4. **Refunds:** All refunds must be requested in writing within one year. Students will be charged \$45.00 for each in car lesson performed. Credit card users will incur a 6% chargeback fee. The school will refund pro rated fees, if unable to perform its part of this agreement within a reasonable time. **One hundred (\$100) is non refundable.** Allow two(2) to four (4) weeks for refund.

5. **Additional Fees:** Students must cancel in-car lessons & parents class 24 hours in advance or be subject to a \$25.00 fee. Students who cancel more than three times (regardless of notice) will be subject to a \$25.00 fee. There will be a \$35.00 fee any document research or replacement of completion papers. Additional lessons/private lessons \$45 per hours. Additional road test are \$20 and additional online final test appointments are \$25.00.

6. This instruction does not guarantee that any student will pass the state driver's license test or that the student will be guaranteed employment upon completion of this course.

7. Students 17 years and under are required to complete a state approved driver's education program prior to receiving a driver's license. Students 18 years or older may hold the learner's permit for 60 days in lieu of completing a driver education program.

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

9. In addition, students under age 18 and a parent are required to attend a 90 minute Parents Class (in-person).

10. THIS AGREEMENT EXPIRES 90 DAYS AFTER ENROLLMENT AND THE CURRENT AGREEMENT TERMS WILL APPLY. ONE YEAR AFTER ENROLLMENT, ALL STUDENTS FORFEIT ANY REMAINING LESSONS, RIGHT TO A REFUND AND REENROLLMENT FEE IS REQUIRED (IF APPROVED BY MANAGEMENT).

Student Signature _____ Date_____

Parent Signature _____ Date_____

Instructor's Choice Driving School LLC. Signature_____

Student Name _____

Address _____

City & Zip _____

Date of Birth _____

Phone _____

Email address _____

Do you have a valid VA learner's permit? Yes or No (circle one)



Virginia Driver Training
**PARENTAL CONSENT FOR ONLINE
DRIVER EDUCATION EXAMINATION**

DTS 52 (10/14/2016)

Purpose: Use this form to give consent for students under age 18 to take the online drivers education examination at the driver training school that offered the online course.

Instructions: The student's parent/guardian must complete this form. The completed form must be submitted to the DMV-licensed driver training Instructor at the test site prior to taking the examination.

STUDENT INFORMATION			
STUDENT FULL LEGAL NAME (print) (last) (first) (middle) (suffix)			BIRTH DATE (mm/dd/yyyy)
STREET ADDRESS	CITY	STATE	ZIP CODE
TEST SITE INFORMATION			
SCHOOL NAME			
SCHOOL STREET ADDRESS	CITY	STATE	ZIP CODE
SCHOOL PHONE NUMBER	SCHEDULED TEST DATE		
PARENT/GUARDIAN SIGNATURE			
<p>By signing this form, I give consent for my child to take the online driver's education examination at the driver training school that offered the online course. I understand that the examination will be administered and monitored by a DMV-licensed Instructor. I understand that my child must present an acceptable form of identification prior to being allowed to take the test. DMV acceptable identification documents include:</p> <ul style="list-style-type: none">• DMV issued Learner's Permit/Identification Card• School ID• Passport• Government issued ID <p>Failure to present proper identification will result in my child not being allowed to take the final examination. I certify and affirm that all information presented in this form is true and correct. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.</p>			
PARENT/GUARDIAN NAME (print)	PARENT/GUARDIAN SIGNATURE		DATE (mm/dd/yyyy)

“Online Drivers Education”

- Instructor’s Choice Driving School have partnered with 3A Methods Driving School.
- The program consist of at least 30 hours of instructions and includes components about alcohol safety, drug abuse awareness, aggressive driving, distracted driving, pedestrian and bicycle safety, handicapped parking, fuel efficient practices, motorcycle awareness and organ and tissue donation awareness as required by law.
- You must at least 15 years and 6 months old to take the online driver’s education course. All individuals who elect to take the classroom component of the driver’s education course online must take the online course through a DMV licensed driver training school. Home school students are exempt from this requirement.
- In order to benefit from the course, you must be able to work independently and be comfortable with using a computer.
- Steps to register & logon for the online course:
 - a. Parents must complete DTS 62 Parental Consent for Online Driver Education Course & sign agreement with Instructor’s Choice Driving School.
 - b. Pay required fee(in full)
 - c. Student will receive login & password
- Login on and complete the course @ :
<https://www.va-drivercourses.com/clickIn.php?school=206>
- Test Procedures:
 - On the day of testing, you must bring the following to the test site:
 1. Photo identification (DMV issued identification card, school issued identification card, valid passport or military identification)
 2. Proof of completion of the online driver education course
 3. A completed ‘Parental Consent for Online Driver Education Examination” (DTS 62), if you are under age 18
 4. Proof of completion of the additional 90 minute parent/teen course if you are under 18 and live in Planning District 8 (counties of Arlington, Fairfax, Loudoun and Prince William and cities of Alexandria, Fairfax, Manassas and Manassas Park)
 5. The online driver Training school will provide a computer for testing. The location of the test site is 118 E. Broad Street Suite A, Falls Church, VA 22046. The testing hours are 3:30 pm – 6:30 pm Monday

ONLINE DRIVER EDUCATION REGISTRATION PROCESS

How to submit forms?

1. Scan & email the forms to ic4444@verizon.net or
2. Take a clear readable picture of the forms and text to 703-863-4535 or
3. Email/call for registration appointment or
4. Mail or hand deliver to:

Instructor's Choice Driving School
118 E. Broad Street # A
Falls Church, VA 22046

Instructor's Choice Driving School (BEST/ QUICKEST FOR HAND DELIVERY -residence)
1826 N. Columbus Street
Arlington, VA 22207

Leave in mailbox/mail slot and email/call to notify us when delivery is completed.

How to pay?

1. Mail or deliver a check
2. Pay in person by appointment
3. Call in a credit card number (703-527-4444)
4. Pay via PayPal (payee is ic4444@verizon.net)

Upon receipt of the required forms and payment, you will receive a link to register.