



ISD #622 Driver's Education Guidelines & Procedures

Due to the class structure for Driver's Education, numerous guidelines have been established to make the course as successful as possible for all students. We ask that parents and students initial that they've read and will agree to the guidelines. We hope to avoid any confusion and mis-understandings on the expectations for participation in the driver's education program. Please initial and return by the second day of classroom.

Due to the limited space available in this course, Refunds cannot be given after the first day of class. If you are dropped from the course due to violations of these guidelines, you will not receive a refund.

Absence & Tardiness: The state requirement is a minimum of 30 hours for classroom instruction for driver's education. We offer 33 hours of classroom which allows students to miss one class. Missing more than one class would result in insufficient classroom hours to meet state requirements. Students will be allowed into class up to 30 minutes late only twice. If you are late twice, you will be given a one day of absence and cannot miss again or you will not be able to complete the course and no refund will be given. The only exception is if a student is coming late due to a conflict with a scheduled school activity. The student is required to bring a written excuse from the advisor or coach in this situation.

_____ Student's initials

_____ Parent/Guardian's initials

Attitude & Respect: Racial, sexual or disparaging comments are not tolerable. Side conversations, sleeping or resting your head on your desk are not acceptable. Students that display a poor attitude, are disrespectful to the instructor, custodial staff or other building staff may be dropped from the class and will not receive a refund. There are no warnings or second chances, this rule will be strictly enforced.

_____ Student's initials

_____ Parent/Guardian's initials

Food & Beverage: The only beverage allowed in classrooms is water. No food is allowed.

_____ Student's initials

_____ Parent/Guardian's initials

Materials: A #2 pencil and a folder are required to keep the materials that are distributed in class. Each student will receive a driving manual the first day. Multiple copies are not available.

_____ Student's initials

_____ Parent/Guardian's initials

Student's Property: Students must have cell phones turned off during class.

_____ Student's initials

_____ Parent/Guardian's initials

Original Birth Certificate: An original birth certificate is required by the state. The original has a raised seal on the certificate that can be felt with your fingers. If you cannot find an original copy, they can be acquired in the county that you were born.

_____ Student's initials

_____ Parent/Guardian's initials

State Permit: A passing mark on the classroom final written exam is required prior to taking the Minnesota State permit test. Students failing the classroom written exam will be allowed to take one make up session to re-take the test. If the student fails a second time, they will not be allowed to take the State permit test.

_____ Student's initials

_____ Parent/Guardian's initials

Student Pick-up: Students need to be picked up by 5:55 PM and need to remain in the lobby area of the school. Students need to access their locker prior to the beginning of the class. Most areas of the building are locked when class is dismissed.

_____ Student's initials

_____ Parent/Guardian's initials

Student Conduct on School Grounds: Discipline procedures and consequences for this class follow the same guidelines that are listed in your student handbook.

_____ Student's initials

_____ Parent/Guardian's initials

BEHIND THE WHEEL:

Behind the wheel time: The state requires six hours of training with your instructor. Parents/Guardians are encouraged to drive with your child at least forty-four hours. Additional hours for new drivers are very beneficial. To assist students in recording time, they will receive a driving log from their instructor and will need to keep an accurate account of their driving time. We recommend at least eight hours per month of driving time with a parent/guardian.

_____ Student's initials

_____ Parent/Guardian's initials

Instructor Assignment: On the day of the permit test, the student will be assigned a behind the wheel instructor. The instructor will contact the student to set up the first hour of behind the wheel training within four weeks of the completion of your successfully passing the permit test.

_____ Student's initials

_____ Parent/Guardian's initials

Other Important Information for Parents:

- Classes are held from 2:55 - 5:55 PM for eleven days.
- Please pick-up your student at 5:55 PM. If you cannot get to the school by this time, please make alternate arrangements for your child.
- The state permit test will be held at school. Your child will receive a calendar listing the testing date.
- The permit process will not be complete until a processing fee of \$10.25 is paid. You will need to go to city hall or the licensing bureau to complete the permit process with your child.
- If a condition arises that prevents the student from taking the class due to a severe illness, death in the family, medical condition that might cause drowsiness, etc., please contact us as soon as possible at 651-702-8815 before the class is missed.

_____ Parent/Guardian's initials

Signatures: (Form and signatures are needed prior to the start of the second class)

Student: _____

Parent/Guardian: _____