603 Driving School
KEEPING YOUR KIDS SAFE ON THE ROAD

STUDENT/PARENT REQUIREMENTS, POLICIES, AND REFUND AGREEMENT

PURPOSE AND COMMITMENT

603 Driving School LLC is committed to providing a high-quality driver education program designed to prepare students to become safe, responsible, and knowledgeable drivers while protecting the safety of students, instructors, staff, and other roadway users.

Enrollment in the program constitutes an agreement by both the student and the parent/legal guardian to comply with all requirements, rules, policies, procedures, and financial obligations outlined in this agreement.

Both the student and parent/legal guardian are responsible for reading this agreement carefully and understanding its requirements before signing.

1. STUDENT ATTENDANCE AND PROGRAM REQUIREMENTS

The student agrees to attend all scheduled classroom sessions, and all scheduled behind-the-wheel and observation appointments.

To successfully complete the driver education program and receive a certificate of completion, the student must satisfactorily complete:

- **30 hours of classroom instruction** in 15 scheduled classroom sessions;
- **10 hours of behind-the-wheel instruction**; and
- **6 hours of in-car observation.**

Students must satisfactorily complete all required components of the program before a Driver Education Certificate is issued.

Classroom Absences

If a student misses a classroom session, the student will be assigned a **500-word essay for each hour missed**, with a maximum assignment of four hours. Due to safety reasons, No AI generated essays are allowed

A parent/legal guardian must sign a document stating the reason for the absence. The signed documentation must be provided to the instructor at the student's next scheduled class.

Parent/Guardian Initials: _____ Student Initials: _____

The assigned essay must be completed and submitted by the deadline established by the instructor.

2. INITIAL STUDENT REQUIREMENTS

All students must:

- Successfully pass an eye-chart examination on **20/40** on the first day of class.
- Submit a copy of their birth certificate on or before the first day of class.
- Meet the minimum age requirements established by the State of New Hampshire.
- Complete all required classroom, driving, and observation hours.
- Meet all testing and performance requirements outlined in this agreement.

All students must be at least **15 years and 9 months of age on the first day of class or 16 years old on or before the last day of class.**

3. STUDENT CONDUCT AND GROUNDS FOR DISMISSAL

Students are expected to conduct themselves in a safe, respectful, honest, and professional manner always while participating in the program.

The following conduct may result in **immediate dismissal from the program without refund**:

- Swearing or abusive language;
- Smoking, vaping, Juuling, or any tobacco/nicotine use;
- Lying to an instructor or school administrator;
- Being impaired by any substance or medication that may affect safe driving;
- The presence or smell of alcohol;
- Possession or use of illicit drugs;
- Disruptive behavior;
- Bullying, harassment, or threatening behavior in or outside of class, including through social media;

Parent/Guardian Initials: _____ Student Initials: _____

- Possession of a knife, or any other weapons;
- Cheating;
- Unauthorized use of electronic devices, including cell phones, laptops, tablets, iPads, Apple Watches, earbuds, or similar devices during classroom instruction or while in a school vehicle;
- No video or photography of other students or instructors are allowed due to AI concerns;
- Any other behavior that compromises the safety, security, or learning environment of the program.

The school reserves the right to take immediate action when student conduct presents a safety concern or significantly disrupts the learning environment.

4. CLASSROOM AND VEHICLE REQUIREMENTS

Hoods and stocking caps are not permitted in the classroom or while participating in behind-the-wheel instruction.

Students are expected to dress appropriately and in a manner that permits instructors to safely evaluate driving skills.

Graphic videos depicting automobile collisions may be shown as part of the driver education curriculum. These materials are intended to educate students regarding the risks and consequences associated with unsafe driving.

5. SECURITY CAMERAS AND SURVEILLANCE

For the protection and safety of students and staff, security cameras are used in classroom and behind-the-wheel driving settings.

Surveillance footage may be recorded continuously and may be periodically monitored.

Access to surveillance footage is limited to law enforcement and the owner of 603 Driving School or an authorized designee and may be used for legitimate investigation and safety purposes.

Parent/Guardian Initials: _____ Student Initials: _____

6. DROP-OFF AND PICK-UP POLICY

Students will not be dropped off at locations other than:

- Home;
- School; and/or
- Work.

Parents/legal guardians are responsible for making appropriate transportation arrangements consistent with this policy.

7. TUITION AND DEPOSIT

Current tuition rates are:

- **Summer, Weekday, or Night Programs:** $945.00
- **Weekend Programs:** $995.00
- **Sunday-Only Programs:** $1,045.00
- **Accelerated Programs:** $1,145.00

A minimum deposit of **$395.00** is required to reserve an available seat.

If the required deposit is not received, the student's seat is not guaranteed.

Payment Requirement

Full tuition must be received on or before the student's first day of class.

All tuition must be paid in full before the student's Driver Education Certificate is issued.

8. REFUND POLICY

All deposits are non-refundable and non-transferable.

No reimbursement of tuition will be provided except where required by applicable law.

Students dismissed from the program because of violations of the student conduct requirements or other applicable school policies will not receive a refund.

By signing this agreement, both the student and parent/legal guardian acknowledge that they have reviewed and understand the school's refund policy before enrollment.

Parent/Guardian Initials: _____ Student Initials: _____

9. PARENT/LEGAL GUARDIAN INVOLVEMENT

603 Driving School values the partnership between the school, students, and their families.

The State of New Hampshire Division of Motor Vehicles requires a student to complete the applicable required driving experience with a qualified licensed adult before receiving a driver's license. Parents/legal guardians are expected to support the student in meeting all applicable state driving requirements.

603 Driving School also requires the student to have a minimum of **10 hours of behind-the-wheel driving experience before class begins**, as applicable to the program.

Parents/legal guardians are expected to support their students' attendance, preparation, safe driving development, and compliance with school policies.

10. PARENT/GUARDIAN COMMUNICATION AND CONCERN RESOLUTION

603 Driving School welcomes questions, feedback, and concerns from students and their parents/legal guardians.

When appropriate, students are encouraged to speak with their instructor first, as questions or concerns regarding instruction, scheduling, driving skills, classroom expectations, or progress may often be resolved through direct communication with the instructor.

If a student or parent/legal guardian requires additional assistance, or wishes to report a concern regarding instruction, scheduling, student progress, staff interactions, or the overall driver education experience, the administration team should be contacted at:

603administration@gmail.com

Please include the students' name and a brief description of the concern so that the administration team can appropriately review the matter and respond.

Communication With Instructors

Parents/legal guardians are asked **not to text or directly message instructors regarding student concerns unless specifically authorized by the owner or administration.**

Many members of the instructional team also have demanding professional responsibilities outside of 603 Driving School, including roles in law enforcement,

Parent/Guardian Initials: _____ Student Initials: _____

emergency response, nursing, healthcare, and education. As a result, instructors may not be available to respond promptly to direct calls or messages.

Using the administration email allows the school to appropriately document and address concerns and connect the family with the appropriate instructor or administrator when necessary.

Parents/legal guardians and students are expected to communicate with all 603 Driving School employees respectfully and professionally.

Swearing, yelling, threatening, harassing, or otherwise disruptive behavior toward a 603 Driving School employee may result in disciplinary action, up to and including dismissal of the student from the program without refund, consistent with this agreement and applicable policies.

11. DRIVING APPOINTMENTS AND MISSED LESSONS

A driving hour is defined as a **60-minute lesson**.

If a student misses a scheduled driving appointment or cancels a driving appointment with less than **24 hours' notice**, the following fee will apply:

- **One missed hour:** $130.00
- **Two missed hours:** $260.00

Another driving appointment will not be scheduled until the applicable fee has been paid.

12. TESTING REQUIREMENTS

Quiz grades must be a minimum of **75%**.

The final examination must be passed with a minimum score of **75%**.

Students are permitted **two attempts** at the final examination.

If the student does not pass the first attempt, the student must attend a mandatory review before the second attempt.

A third attempt will not be permitted.

Parent/Guardian Initials: _____ Student Initials: _____

13. EDUCATIONAL SUPPORT AND IEPs

If a student has an Individualized Education Program (IEP) or other educational accommodation, the parent/legal guardian is encouraged to notify 603 Driving School so the school can determine whether appropriate assistance or accommodation can be provided.

15. RETURNED CHECK FEE

Any check returned by the student's financial institution will be subject to a **$100.00 returned-check fee**.

16. SAFETY AND CERTIFICATE OF COMPLETION

A student must satisfactorily demonstrate the skills necessary to safely operate a motor vehicle.

If, in the professional judgment of the instructor and/or school administration, a student has not satisfactorily learned the skills necessary to be a safe driver, a state green card will not be issued until the applicable requirements have been satisfactorily completed.

Completion of the required hours alone does not guarantee that a student will receive a certificate if the student has not satisfactorily met the program's educational and safety requirements.

17. DRIVER EDUCATION CERTIFICATE

A Driver Education Certificate (DSMV 210 / RSA 641:3) is issued at no cost to the student after successful completion of the program and all applicable requirements.

If a replacement Driver Education Certificate is requested, 603 Driving School may charge a **$150.00 administrative replacement fee**.

18. NEW HAMPSHIRE DRIVING PRIVILEGE REQUIREMENTS

Per the requirements of the New Hampshire Department of Safety, the following questions must be answered:

Is the driving privilege (not the license) of the person enrolling in this driver education program currently under suspension or revocation?

☐ YES ☐ NO

Parent/Guardian Initials: _____ Student Initials: _____

Is there any pending action against the person enrolling in this driver education program that would cause the driving privilege to be suspended or revoked in the future?

☐ YES ☐ NO

Should the driving privilege of the person enrolling in this driver's education program become suspended or revoked during enrollment for any reason, I agree to report it to the driving school administrator immediately.

☐ YES ☐ NO

19. ACKNOWLEDGMENT AND AGREEMENT

By signing below, we acknowledge that:

1. We have read the entire **603 Driving School Student/Parent Requirements, Policies, and Refund Agreement**.
2. We understand the attendance, classroom, driving, testing, conduct, communication, financial, and safety requirements.
3. We understand that failure to comply with the policies may result in additional fees, disciplinary action, dismissal from the program, and/or loss of tuition or deposit, as applicable.
4. We understand the school's refund policy.
5. We understand the communication process and agree to direct questions or concerns to the administration team when appropriate.
6. We understand that student safety is the primary purpose of the driver education program.
7. We agree to comply with all applicable 603 Driving School policies and procedures.
8. We understand that completion of the program requires satisfactory completion of all classroom, behind-the-wheel, observation, testing, and safety requirements.
9. We certify that the information provided in this agreement is accurate and complete.

Parent/Guardian Initials: _____ Student Initials: _____

10. We understand that this agreement is between 603 Driving School LLC, the student, and the parent/legal guardian and is effective upon enrollment.

STUDENT AGREEMENT

I have read and understand the policies and requirements contained in this agreement. I agree to comply with all 603 Driving School policies and understand the consequences of failing to do so.

Student Signature: _____

Print Student Name: _____

Date: _____

PARENT/LEGAL GUARDIAN AGREEMENT

I have read and understand the policies and requirements contained in this agreement. I agree to support my student in complying with all 603 Driving School policies and understand the financial, attendance, conduct, communication, and refund provisions contained herein.

Parent/Legal Guardian Signature: _____

Print Parent/Legal Guardian Name: _____

Date: _____

603 Driving School LLC
Email: 603administration@gmail.com