



RULES AND POLICIES FOR THE '6 HOUR BTW TRAINING

1. A total of three – two hour drives must be completed within **1 year of permit issuance date**. These drives are meant to be done over the year not back-to-back or all at once!



2. **YOU** are responsible to schedule your three, two hour driving lessons. **Only one drive may be scheduled at a time**, unless you have purchased them A-La-Carte! We will **NOT** call you to schedule these drives.



3. Always bring your permit with you for all the drives that you schedule. If you don't bring your permit it will be considered a late cancellation.



4. Arrive on time for your lesson. If you are more than 15 minutes late for a lesson the drive will then be rescheduled and the late cancellation fee of \$45 will be assessed.



5. If weather conditions are poor, **we will contact you**. No cancellation charge will be assessed.
6. If at time of lesson the instructor feels as if the student is under the influence of any drugs/alcohol we will NOT drive with the child and will contact parent/guardian immediately. A.D.S. has a zero tolerance policy for drugs and alcohol! You will be assessed the late cancellation fee, and we will then issue a certificate for any completed BTW time. You will be responsible for completing the remaining hours elsewhere all payments are non-transferrable non-refundable!
7. If there is a NO SHOW and/or we do not receive a cancellation call 24 hours prior to a lesson a \$45 charge WILL be assessed.
8. Certificate of Completion will be given to the students that complete their 6 hours of BTW training on their LAST drive. *We charge \$10 to reissue a certificate but note we cannot make any copies of any certificates.*

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

STUDENT SIGNATURE: _____ DATE: _____

INITIAL OF EMPLOYEE WHO WENT OVER POLICIES: _____