

Driver Education Agreement Form
Online Class

Class Start Date: _____ Student Name: _____

The Driver Education Guidelines under which we operate are listed below. These guidelines are in accordance with the Secretary of State and the Department of Motor Vehicles (DMV).

An unexcused absence (no show) from the individually scheduled driving time requires an additional payment of \$50 if that time is to be made up, to be paid to Merrymeeting Adult Education. 24-hour notice is required to change times.

1. All students must be at least 15 years of age by the time they start class.
2. All students must attend at least 30 hours of classroom instruction as prescribed by the Secretary of State.
3. If a student **misses a class due to illness** a fee of **\$50** per 2 hour class will be assessed to make-up class.
4. If a student needs to withdraw to attend the next session of driver ed. a \$75 re-enrollment fee will be assessed.
5. All students must drive behind the wheel for ten hours.
6. A parent or legal guardian **must** attend a 90 minute mandatory orientation session via Webex.
7. Successful completion of the Driver's Education Course will result when the student has passed each of the following requirements by at least 80%.
 - A. Class participation involving projects, homework, presentations and other in class work covering the chapters of the textbook.
 - B. Final exam covering the Maine State Law Book and driver education texts.
 - C. A road test covering safe behind-the-wheel driving skills.
8. All grades will be kept and filed with the Student Record Sheets.
9. If you cannot start a course, notify us five business days prior to the first class and we will refund your fees less a \$2.50 withdrawal fee.
10. A \$50 an hour fee will be charged if extra driving time is requested. Payment must be made prior to the scheduled driving time.
11. If you decide to use one of our textbooks, there is a **\$40.00** deposit that will be returned when the textbook is returned in the same condition that it was loaned. **Please pay with cash or check.**

Merrymeeting Adult Education believes that every student is entitled to respect, as an individual, from all other members of the school community. In support of this believe, Merrymeeting Adult Education recognizes the right of each student to learn and to participate in an environment free of intimidation, ridicule, and hostility, as provided under State and federal law and District policy.

In support of this right, Merrymeeting Adult Education prohibits harassment or ridicule of students based upon race, color, sex, sexual orientation, religion, age, national origin, or handicap.

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All students should be advised that they may contact any employee of Merrymeeting Adult Education to report instances of harassment or ridicule. Students should also be advised of the importance of informing the harasser that his/her behavior is unacceptable.

A staff member who is informed of an instance of possible harassment shall contact the Director of the school as quickly as possible. The Director shall notify the Superintendent and immediately undertake an investigation of the matter and take (interim) action as may be required.

I have read and understand the above policies.

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

Parent/Guardian Phone number: _____

Parent/Guardian email address: _____

This form and the Non-Commercial Class C Application **must** be returned prior to the first class along with a copy of the student's birth certificate or passport to:
Merrymeeting Adult Education, 35 Republic Avenue, Topsham, Maine 04086
or fax to: 207-729-5609. Questions call 207-729-7323

*Program regulated by the Secretary of State, Bureau of Motor Vehicles, Driver Ed. Division
207-624-9000 ext. 52128*