

Sunrise Driving School Ltd.

Parental/Student Rules and Agreement

Sunrise prides itself on being a school set apart from others in that we strive to provide expert instruction with extreme care and concern for those we instruct in drivers education. With this in mind, we must make it clear that *Sunrise* is not an assembly line for driving certificates and will not rush our training but require that students finish within the state required limit of 9-months starting from their first date of class. These rules and guidelines are to be read by both parent and student then signed and dated at the assigned signatures. ***Sunrise* will conduct a parent meeting which will include information and supplements needed to complete your student's instruction.**

1. Attendance:

a. Classroom- The State of Illinois requires thirty completed hours of classroom attendance to receive credit for this phase. Students must enroll by the third day of class sessions and be in attendance by the fourth day of class to be enrolled in any particular class running. Students may miss up to four classroom sessions, but these must be made up after their last class session has completed. If a student misses five sessions, they must restart the whole classroom phase over at an additional charge of \$50.00. Understand the curriculum entails interactive education with learning and studying done in classroom sessions only. **Note:** Class days and times might change due to holidays and scheduling issues.

b. Behind the wheel lessons- The State of Illinois requires one of three programs to complete drivers' education for students under the age of 18. *Sunrise* currently only offers seven hours of driving instruction with three hours of observation. Parents or Guardians need to be aware and expect their student may not have any other students in the vehicle observing during instruction with this alternative program. Students will be picked up and dropped off at specified locations agreed by a *Sunrise* Representative and parents. Students under 18 may arrange lessons with the consent of a parent or Guardian. Appointment time is valuable and we could assign it to another student therefore we require **Parents or Guardians** to call at least one day in advance if a student is unable to keep their appointment. If we have not received the appropriate notice, a \$30.00 cancellation fee may be applied.

1. Students who cannot keep an appointment on the day of their lesson **due to illness** should have a **Parent or Guardian** call our office within reasonable notification to avoid a cancellation fee. **Less than one hour** will not be considered as acceptable notice.

2. Students must have their instruction permit with them for all lessons. Any student that shows up for their driving lesson without their permit, under the influence of any substance that impairs their driving ability or inappropriately dressed, such as sandals or flip flops, forfeits their driving lesson. A \$30.00 cancellation fee can be charged.

Note: Due to variable traffic conditions, the student must wait for the teacher at the pickup location for fifteen minutes and then call the school office. A \$30.00 cancellation fee will be charged if the student leaves the pick-up point without first calling the school office. Justifiable emergencies will be considered as waivers and as well may arise with the Instructor having to cancel due to such circumstances.

3. The student must pay all cancellation fees before the next scheduled lesson.

4. **Students are required to practice what was covered on their driving lessons. Failure to practice may result in delayed scheduling and/or failure in the behind the wheel phase.**

Note: At certain times of the year we have larger enrollments than normal, particularly in the summer months. We will make every attempt to complete your students behind the wheel driving in an agreed upon length of time within the 9 months however, if there are cancellations or scheduling difficulties, we cannot guarantee your students instruction completed within any limit.

2. Tuition

a. We require a \$200 deposit by the first day of class. Any payments made are refundable before the third day of class with no questions asked. However, by the third day of class no refund of deposit may be given as long as *Sunrise* is able to fulfill its instructional obligation. **All tuition must be paid in full by the last week of class and before their in-vehicle phase begins.** Students making payments after the last class session are subject to pay a \$30.00 late fee charge.

b. Make your checks payable to: **Sunrise Driving School, Ltd.**

Note: We charge a fee of \$30.00 on any returned check.

3. Certification:

In order to receive certification of completion of drivers education which would allow the student to take their drivers license test, they must meet certain qualifications of which are:

- a. Passing tests in both classroom and behind the wheel phases with a 75% or above grade average.
- b. All class sessions and behind the wheel lessons must be completed.
- c. Verification of high school grades showing the current last two semesters with at least 8 passing grades or a state approval form signed by their high school must be supplied to *Sunrise* for our records.
- d. All payments and charges are paid in full.

Note: At times, delays in processing occur within the Sec. Of State which are out of our control.

4. Rules of Conduct:

- a. Students must conduct themselves in a mature and responsible manner. Any conflicts with instructors which would be considered insubordinate or threatening are unacceptable.
- b. Harassment, intimidation, fighting and/or physical contact made to any students by a fellow classmate is strictly prohibited. (No tolerance and subject for removal with first offense)
- c. Profanity or abusive languages will not be tolerated.
- d. Smoking is strictly prohibited in or outside the classroom from the time student is dropped off until their picked up as well as during their behind the wheel lessons.
- e. We expect that you will help keep the classroom and bathrooms clean. Do not leave litter left behind. Any vandalism or damage caused to *Sunrise's* property or materials by any student will be replaced at cost value by student or parents.
- f. **Cell phone use is strictly prohibited during class and in-vehicle sessions unless Parents and Sunrise personnel have agreed to allow them for special circumstances.**
- Students need to follow these rules to show that they deserve the privilege to drive and can learn to respect the rules and laws that so many roadway users break, neglect or ignore.

Note: *Sunrise* reserves the right to remove any student from our program of both classroom and/or behind the wheel phases without refund for non compliance of any of the above offenses. Furthermore, by signing this agreement both Parent/Guardian and Student bears full responsibility for their conduct and absolves *Sunrise* or any of it's personnel from financial liability and/or compensation concerning such consequences of dismissal.

Parent/Guardian: _____ **Date:** _____

Student: _____ **Date:** _____