

NOCO Driving Academy, LLC

253 Redstone Street

Center Conway, NH 03813

Telephone: (603)662-9801

Email: nocodrivingacademy@gmail.com

Dear Parent,

On the first day of class, **one parent will be required to attend the first hour to go over all expectations and answer any questions you might have. If at least one parent does not attend, your tuition will be refunded, and your student will be removed from the class.**

Classes will be held in the library at the Kennett Regional High School. Your instructors will be Christopher Mattei: Telephone 662-8334 & Ed Wagner - Telephone: 662-9801. The program's tuition will be \$850.00. If paying by check, please make payable to **NOCO Driving Academy. Payment, permission slips, as well as a copy of the student's birth certificate should be mailed to: NOCO Driving Academy, 253 Redstone Street, Center Conway, NH 03813.** Permission slips and birth certificates can also be emailed to nocodrivingacademy@gmail.com. Enrollment is on a first come basis. The course will consist of 30 hours of classroom instruction, 10 hours of on-the-road driving instruction, and a minimum of 6 hours of road observation time. All drive-times and observation will all run concurrent with the classroom time.

State law also requires 40 hours of additional documented driving time, 10 of which must be at night, with a licensed driver over the age of 25. This log must be presented to the State examiner at the time of the license examination. The NOCO Driving Academy expects parents to start said 40 hours once the student turns 15 years and 6 months old and complete said 40 hours by the last day of class. If we feel a student is not getting the required practice hours at home, parents will be notified either in writing, by telephone or in person.

Every student's driving ability will be assessed after the first 6 hours of driving with NOCO Driving Academy. At the sole discretion of NOCO Driving Academy, if the student is deemed to not meet the minimum standards, that student will not be allowed to schedule any more driving-times. This will allow you, the parent and/or guardian, to have more time to drive with the student and to meet your obligation of the State of NH's requirement that you drive a minimum of 40 hours with them. Once the student is more prepared, they will be allowed to schedule another driving time, at which time they will be reassessed. If the student is deemed to still not be ready for more driving time, the student will be allowed to finish the 10 hours, and as long as they pass the written test, will be given their green slip which will allow them to take the State of NH written and driving tests. However, you will be notified that they do not meet the minimum standards of driving as set forth by NOCO Driving Academy.

It is a state regulation that **no more than 4 hours of classroom instruction shall be missed** for good cause as determined by the instructor, including death in the family or injury. **Prior notification is requested for a student to miss any class time. Written documentation supporting absences must be furnished to the NOCO Driving Academy by the next scheduled class for a student to continue in the program.** Should a student exceed 4 hours the student must leave the current session with no refund, they may join the next session offered, **only if there is a place available**, at a charge of \$250.00. Students must be on time for class; tardiness will be counted as time missed and make-up work will be assigned at the instructor's discretion. Students are expected to take class notes, pass in all assigned work in a timely fashion, and attain a minimum average of 75% for the course and a **minimum of 76 %**

on the final exam.

All students are expected to exhibit cooperation, consideration, and respect for fellow classmates and the instructor. We have a NO TOLERANCE policy; we will not accept rude or disruptive behavior or any violation of any school or state drug and alcohol rules and regulations. In addition, any student that violates any State of NH traffic regulation while enrolled will notify their instructor(s) immediately as to the nature of the violation. There will be no weapons brought to either class or driving times. Any student that violates any of the rules or displays or exhibits this type of behavior will be dismissed without a refund and will not be allowed back into any future class we provide. We take driver education very seriously and we expect our students to do as well. **DRIVING IS A PRIVILEGE NOT A RIGHT.**

Because of the expense involved and rescheduling problems, it is imperative that students be present and on time for road appointments or contact the instructor at least (10) ten hours in advance of that appointment. ***If a student cancels with less than 10 hours' notice they will be charged a \$60 fee. If a student misses a drive time (No Show) they will be charged \$85. All fees must be paid before the student is scheduled to drive again.*** If another student is found to take the place of the absent student, the penalty fee will be waived. The absent student's driving time will be rescheduled at the discretion of the instructor.

There will be a \$40.00 charge for lost or damaged textbooks.

NOCO Driving Academy Student Permission Slip

I _____ (student signature) agree to the policies of the NOCO Driving Academy, LLC as described in the tuition statement; I further agree to abide by these policies. I fully understand that any breach of these rules may lead to my permanent dismissal. In addition, I agree that should I violate any State of NH traffic regulations during this program I will immediately notify my driving instructor.

Student Name: _____ Date of Birth: _____
(First, Last, Full Middle)

Mailing Address: _____ Town: _____

State: _____ Zip Code: _____ Student Phone #: _____

Physical Address: _____ Town: _____

State: _____ Zip Code: _____ Parent Phone #: _____

Parent/ Guardian Name: _____

Estimated Driving time your son/daughter has had up to now: **(Please answer)** _____

Are the driving privileges for the person enrolling in this driver education program currently under suspension or revocation? _____

Is there any impending action against the person enrolling in this driver education program which could cause the driving privileges to be suspended or revoked in the future? _____

My son / daughter has my permission to be enrolled in the driver education program. I further agree to the policies of the Winnepesaukee Driving School, LLC as described in the tuition statement and agree to abide by these policies. I fully understand that any breach of these rules may lead to my child's permanent dismissal.

Signature: _____ Date: _____

Please mail **permission form** and the **student's birth certificate** to:

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