

# APPLICATION TO Sunapee Driving School

(Please PRINT clearly the following information)

LEGAL NAME: \_\_\_\_\_ / /  
Last First Middle Birthday

MAILING ADDRESS: \_\_\_\_\_  
Street City Zip

PHYSICAL ADDRESS: \_\_\_\_\_  
Street City Zip

M F (Circle One) \_\_\_\_\_  
Age Grade School

HOME PHONE: \_\_\_\_\_ PARENT E-MAIL: \_\_\_\_\_

### Select your first and second choice:

\_\_\_\_\_ Fall \_\_\_\_\_ Winter \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year \_\_\_\_\_  
Sep – Nov Dec – Feb March – May June - July

**Students must be 15 years and 9 months by the first class or 16 by the last class.**

I would like to apply to the Sunapee Driving School. I am willing to give the necessary time and effort in order to fulfill the requirements of this course.

The cost of the class is \$650. Please do not send in a deposit until you are contacted by Sunapee Driving School. Once a student has been placed in a class a \$50 deposit non-refundable deposit will be required. The remaining balance will be made in two equal installments (\$300 each). The first payment is due one months before the class starts. This payment will be non-refundable. Failure to make this payment will mean that the student will be dropped from the class. The final payment will be due by the fifth class. Payment plans can be set up.

I am expected to drive **at least 2** additional hours outside of class with a parent / guardian for each Driver Education behind-the-wheel lesson hour.

Students will sign up for behind-the wheel instruction one to two weeks before. To cancel a pre-arranged behind-the-wheel lesson, students must notify the instructor at least 12 hours in advance. If I do not bring necessary material, do not bring my required glasses/contacts, do not appear for a drive, or do not notify the instructor at least 12 hours in advance of a need to reschedule, I will pay a \$40.00 cancellation fee before the next drive.

I agree to comply with the requirements as stated in the Sunapee Driving School policies attached to this packet. The handbook will be provided at the first class. It is my responsibility to read the handbook and become familiar with the publication including the classroom instruction format, the class expectations, the grading policies, the attendance / tardiness regulations, and class requirements. If questions or concerns exist by student or parent, they must contact the instructor as soon as possible.

\_\_\_\_\_  
(Student Signature)

\_\_\_\_\_  
(Parent / Guardian Signature)

**(OVER...to complete the confidential health information side)**

Office use.

Class Placed in \_\_\_\_\_

Date Received \_\_\_\_\_

Deposit Received \_\_\_\_\_

**Sunapee Driving School**  
**CONFIDENTIAL HEALTH INFORMATION**

PARENT OR GUARDIAN NAME: \_\_\_\_\_

PARENT OR GUARDIAN WORK TELEPHONE # \_\_\_\_\_

1. Please circle below any physical or medical factors that your son/daughter may have:

Hearing	Yes	No	Rheumatic Fever	Yes	No
Vision	Yes	No	Epilepsy	Yes	No
Diabetes	Yes	No	Fainting Spells	Yes	No
Heart	Yes	No	Paralysis	Yes	No
Orthopedic	Yes	No	Cerebral Palsy	Yes	No
Chronic Illness	Yes	No	Asthma	Yes	No

Other Special Needs: (describe)  
Please describe any "YES" answer in detail.

\_\_\_\_\_

2. Is your son or daughter taking any medication regularly?      Yes    No

If "Yes," please list medicine: \_\_\_\_\_

Describe any side effects: \_\_\_\_\_

3. Does your son or daughter have any specific learning disabilities (including reading difficulties) which might impact progress or participation in either the classroom or behind-the-wheel activities?      Yes    No

If "Yes," explain: \_\_\_\_\_

\_\_\_\_\_

4. Has your son or daughter been convicted of an any offense, which would restrict their driving privilege?    Yes    No

If "Yes," explain: \_\_\_\_\_

\_\_\_\_\_

5. Do you wish to schedule a conference with the instructor?      Yes    No

I fully approve of my son / daughter enrolling in the Sunapee Driving School; I will provide two hours of supervised behind-the-wheel driving to practice the maneuvers and concepts introduced in each hour of the programs behind-the-wheel of instruction. This totals 20 hours over the time of the course.

\_\_\_\_\_  
Parent or Guardian Signature

\_\_\_\_\_  
Date

**NOTE: Return this completed application form, along with a check or money order payable to "Sunapee Driving School" to the address on the front page of this packet. The packet can be e-mailed to [sunapeedriving@gmail.com](mailto:sunapeedriving@gmail.com). The check does need to be mailed.**

**Sunapee Driving School Policies:**

**Eligibility for Driver Education:**

- All students must be 15 3/4 years old before or on the first day of class.

**Sunapee Driving School Policies:**

**Financial**

1. The cost of the class is \$650. Please do not send in a deposit until you are contacted by Sunapee Driving School. Once a student has been placed in a class a \$50 deposit non-refundable deposit will be required. The remaining balance will be made in two equal installments (\$300 each). The first payment is due one months before the class starts. This payment will be non-refundable. Failure to make this payment will mean that the student will be dropped from the class. The final payment will be due by the fifth class. Payment plans can be set up.
2. Students may use their deposit to transfer to another class if there is space available in that class.
3. Sending in an application does not guarantee a student in a particular class.
4. There will be a \$40.00 fee charged on all returned checks

**Attendance**

5. No classroom instruction shall be missed during the course, except for good cause, which includes a death in the family or personal injury. Absences due to good cause shall not exceed 4 hours. (Saf-C 3114.04(e)) Any classroom session missed due to good cause pursuant to (e) above shall be made up with assignments equivalent to the missed lesson. Students absent from class must see the instructor for required make up work.
6. If students are absent from school due to any reason (illness or suspension) they are not to attend class or drive during the time of absence. This policy is done on the honor system.
7. If Sunapee School District cancels school for any reason, class and driving will be cancelled that day/evening. It will be rescheduled for a later date.
8. Students that are not in class cannot drive the same day unless prior arrangements are made with the instructor.
9. Students driving on the day class are required to attend class unless prior arrangements are made.
10. Students are required to attend the class the final exam is given. It is given on the 15<sup>th</sup> class.

**Classroom**

11. Students will be provided with a DMV manual, all necessary paperwork for the class and a textbook. Textbooks need to be returned in good condition or textbook replacement fee will be paid before students will receive a driver education completion certificate.
12. Students need to come prepared to class with the textbook, driver manual, writing utensil, and a folder.
13. Students must pass a final exam. Retakes are allowed.
14. Class participation is mandatory. All homework assignments and quizzes must be completed as part of class participation. All homework, assignments, and projects are due the 14<sup>th</sup> class. Students failing to turn in all assignments by the 14<sup>th</sup> class will not be allowed to drive with Sunapee Driving School until they are caught up.

**Driving**

15. All students must complete 10 hours of behind-the-wheel driving and 6 hours of observation.
16. Any scheduled driving times missed without a 12-hour notification will result in a \$40.00 rescheduling fee. This must be paid before the student can drive again.
17. Appropriate behavior is required at all times (classroom instruction and behind the wheel instruction). Inappropriate behavior may result in being removed from the class.
18. Students must be able to pass an eye chart exam at the DMV with a vision of 20/40 to qualify for a New Hampshire driver's license. Please bring any necessary glasses or contacts to classes and driving lessons.
19. Students will receive a Driver Education Certificate of Completion by completing the following:
  - a. Full payment for the class.
  - b. Textbook needs to be returned in good condition or a replacement fee will be charged to replace it.
  - c. All homework or class assignments are completed with a 75%.
  - d. Pass the final exam with a 75%
  - e. Complete 10 hours of driving and 6 hours of observation.

Student Name (Printed) \_\_\_\_\_

Student Signature \_\_\_\_\_

Parent/Legal Guardian Signature \_\_\_\_\_