Driver Education Registration

The SUNY Erie Driver Education Program is a comprehensive program providing each student with six hours of behind-the-wheel training, a minimum 18 hours in-car observation, and 24 hours of classroom lectures and exams.

Enrollment is on a first come, first served basis.   To guarantee a space in class, the following must be received in our office: payment, the signed consent and a clear copy of the permit. Successful completion of the course will qualify the student for the DMV Certificate of Completion (MV-285). The certificate of completion <u>will be mailed out to students three to five weeks after the course ends.</u> Students successfully completing the program will also be issued a one-year complimentary AAA basic membership. Please note: there is a $25 replacement fee is the certificate needs to be replaced.

<u>NORTH CAMPUS</u>	<u>SOUTH CAMPUS</u>
6205 Main Street, Williamsville, NY 14221 **Bretschger Tech Center, Meet at B503A (office)** **Car portion: meet in lot 6 at the 500 wing**	**4041 Southwestern Blvd, Orchard Park, NY 14127** **Bldg. 3, Rm 3102 (office)** **Car portion: meet in parking lot B**

Monday 11/18/2019- Wednesday 01/29/2020
<u>Day/time:</u> Monday and Wednesday
              5:00 pm-8:00 pm
<u>Classroom:</u> 5:00 pm-6:30 pm
<u>Car:</u> 6:30 pm-8:00 pm
<u>**Makeup classes:**</u>
Monday 02/03/2020 & Wednesday 02/05/2020.
There are no classes on 11/27/2019, 12/23/19,12/25/19,12/30/19, 1/1/2020 and 1/20/2020
	Monday 9/09/2019- Monday 11/04/2019
	<u>Day/time:</u> Monday and Wednesday
	              5:00 pm-8:00 pm
	<u>Classroom:</u> 5:00 pm-6:30 pm
	<u>Car:</u> 6:30 pm-8:00 pm
	<u>**Makeup classes:**</u>
	Wednesday 11/06/2019 & Wednesday 11/13/2019.
	There are no classes on 10/14/2019 & 11/11/2019.

Course fee: $475.00 (minimum 17, maximum 28 students)

TO REGISTER AND PAY ONLINE: *https://www.ecc.edu/drivered-registration/*

SUNY Erie Community College Driving Programs, a division of Workforce Development
Main Office: South Campus ● 4041 Southwestern Blvd. Orchard Park, NY 14127
Phone: 716-851-1820 ● Email: drivingprograms@ecc.edu ● Web: www.ecc.edu/driving-programs ● Fax: 851-1825

Steps to register:

1. Complete the online registration form

2. Print out, review, and sign the consent form

3. Print out, review, and have parent and student sign the attendance policy

4. Make a clear copy of permit

5. Submit payment of $475.00 (either PayPal, certified check or money order).
   (Please make money order payable to "SUNY Erie Driver Ed")

6. Return all paperwork to our office:

   Mail: Driver Education Program,
            SUNY Erie Community College South Campus,
            4041 Southwestern Boulevard
            Orchard Park, NY 14127-2199

   Fax: 716-851-1825

   Email: passmore@ecc.edu OR drivingprograms@ecc.edu.

7. Retain the Attendance Policy and Classroom Policy for your records.

Admission is based on receipt of all three items, the registration, payment and consent form plus availability of space.

   PLEASE NOTE: If you cancel class within one week of the start date, there will be a $50.00 cancellation fee. Once class has started there are no refunds.

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Attendance Policy
Retain for your records

The New York State Education Department requires that you attend all classes and driving labs. All students must attend <u>24 hours of classes</u> and <u>24 hours of driving lab</u>. A passing grade on both the written exam and driving skills tests is required.

1. Failure to meet these requirements will result in course failure and denial of your MV-285 (Completion Certificate).

2. To ensure you receive credit for classes, you must sign in for both the classroom session and the driving session each time. **Without a signature, you will receive no credit for a class and will have to do a make-up session.**

3. Make-up classes are 2/3 and 2/5/20 for the North Session. Make-up classes for the South session are 11/6 and 11/13/19. A fee of $45.00 will be charged for a missed classroom or missed driving session ($90.00 for one full day and $180.00 for two full days), payable by money order only, to "SUNY Erie Driver Ed".

4. Only two absences are permitted (two classrooms and two driving).

5. A student with three absences will be removed from the program. No refunds will be given once your session begins. Neither work, vacation, nor extracurricular activities are acceptable excuses for missing a driver education classroom or driving session. Neither your assigned lecture nor lab can be changed once the course has begun.

Driver Education Classroom Policy
Retain for your records

Students enrolled in any class at SUNY Erie are expected to conduct themselves in a manner that is conducive to learning, and respectful of the rights of others.

1. For the safety of every student, parents need to ensure that their child has had enough sleep the night before class (7-8 hours). Driving while drowsy puts everyone in the car at risk, as well as others on the road. The classroom teacher reserves the right to notify the car driver that a student should not be driving if he/she finds that the student cannot stay awake during the classroom portion of the training. Car instructors reserve the right to refuse to let a student drive for sleeping in the car. Repetition of such behavior will result in the student not being allowed to finish the class.

2. As there is homework to do in the driver education course, it is important that all students maintain high levels of academic integrity. Students are expected to do their own work and hand in assignments on time. Any type of dishonest, abusive, or destructive behavior is subject to inquiry and may result in a non-completion of the course (including not receiving the MV285 Completion Certificate).

3. The use of cellphones are a disrupting influence in the classroom for other students, and are a considered a hazard when used in the car, as they can be distracting to new, young drivers. If a student is observed using a cellphone in class, the cell phone will be taken and given back at the end of class.

4. If there is a physical or mental impairment (including a learning disability or attention deficit disorder), which will impact the student's ability to participate in this class, please inform the office of the disability.

5. Time management is an integral part of safe driving. Arriving late or leaving early will be considered an absence. Signatures are required for both classroom and driving sessions. Failure to sign in will be counted as an absence.

6. Students are expected to be respectful of other students and the program staff and be attentive in class. If you are not, you will be asked to leave and will be dropped from the program. The use of headphones, cell phones, reading materials not related to the class, and sleeping are not allowed. Proper attire is expected in class.

7. In order to participate in the driving portion of the program, students must carry their permit with them and wear shoes that cover their feet. No flipflops or sandals are allowed for persons driving behind the wheel.

School closings are announced on all major TV and radio stations. If the campus is closed, the program will be cancelled for that day. For emergency announcements and school closings, call (716) 851-11

CONSENT TO PARTICIPATE

Please fill in the information below completely and legibly. Please use your full first name (no nicknames or abbreviations). This information will be used to complete your MV-285 Certificate.   The information will be treated as confidential.

PLEASE PRINT:

Student Name: _____

Campus Location:_____ Start Date:_____

Address_____
(As it appears on permit/license)

_____

Permit #_____ DOB_____ Phone:_____

Expiration Date:_____ Restrictions: _____

Any Convictions? _____ If Yes, Please Explain:_____

_____

Does your daughter/son have any medical issues or impairments that the instructors should be aware of? If so, please explain

_____

I,_____give permission for my son/daughter to attend the Driver Education Program conducted at SUNY Erie North/South and I have read all of the above information and I AM FULLY AWARE OF THE ATTENDANCE POLICY, CLASSROOM POLICY AND MAKE UP POLICY, INCLUDING THE FEES THAT GO ALONG WITH IT. I understand if we do not meet the NYS mandated time requirements my son/daughter will **not** receive the MV-285 certificate of completion. By signing below, I agree to the Terms and Conditions set forth on the attached document and will adhere to said rules and regulations of the program.

Student's name (please print) _____

Student's signature_____

Parent/Legal Guardian name (please print) _____

Parent/Legal Guardian signature_____

Any questions, please call the office at 716-851-1820

Winword\Driver Education\Driver Education Registration South and North Fall 2019