

Kilgore Office
507 E Kay St.
Kilgore, TX 75662
(903)984-3843
License # C2807



Tyler Office
1739 Troup Hwy
Tyler, TX 75701
(903)535-7777
License # C2807A

Form with fields for Printed Full Legal Name of Student, Date of Birth (MM/DD/YY), Driver's License #, Area Code, Primary Phone Number, Street Address of Student, City, State, ZIP Code, E-mail Address, Student's Cell Phone #, Mother's Cell #, and Father's Cell #.

CLASSROOM & BEHIND-THE-WHEEL INSTRUCTION - CONCURRENT COURSE

Number of Lessons 16 Length of Course 32 Hrs. Length of Lesson 2 Hrs. Cost per Lesson \$ 6.25
Number of Lessons 7 Length of Course 14 Hrs. Length of Lesson 2 Hrs. Cost per Lesson \$ 42.86 Course Rate \$ 400.00

CLASSROOM ONLY

Number of Lessons 16 Length of Course 32 Hrs. Length of Lesson 2 Hrs. Cost per Lesson \$ 15.00 Course Rate \$ 240.00

BEHIND-THE-WHEEL ONLY

Number of Lessons 7 Length of Course 14 Hrs. Length of Lesson 2 Hrs. Cost per Lesson \$ 42.86 Course Rate \$ 300.00

Payment: \$ \_\_\_\_\_ Date: \_\_\_\_\_
Payment: \$ \_\_\_\_\_ Date: \_\_\_\_\_
Payment: \$ \_\_\_\_\_ Date: \_\_\_\_\_

Total Amount of Contract \$ \_\_\_\_\_

\*\* Administrative Expenses (up to \$50) \$ \_\_\_\_\_

A no-show fee of \$20 will be charged if the school is not notified of a cancellation at least 24 hours prior to a scheduled in-car lesson. A fee of \$25 (minimum) will be charged if a student purposely defaces or damages any school property. If gas prices exceed \$3.25 per gallon, an additional fuel surcharge of \$2.00 will be charged for each driving lesson. Replacement fee for FORM DE-964 is \$10. Returned check fee is \$10.

Classroom instruction begins \_\_\_/\_\_\_/\_\_\_ at \_\_\_:\_\_\_ o'clock \_\_\_M. and is expected to end \_\_\_/\_\_\_/\_\_\_ . All classroom make-up assignments and in-car instruction must be completed by \_\_\_/\_\_\_/\_\_\_ .

ATTENDANCE / ABSENCE

A full hour of absence is charged to the student when he/she does not attend the full 55 minutes of instruction during a 60-minute period. If a student is absent in excess of 10 classroom hours, the student enrollment will be terminated from that class. Students are expected to drive on the dates/times in which they are scheduled.

ACKNOWLEDGMENT

I have been furnished with the school's tuition and fees; cancellation and refund policy; and school regulations pertaining to absence, grading policy, progress, and rules of operation and conduct. I further realize that any grievances not resolved by the school may be forwarded to: TDLR P.O. Box 12157 Austin, TX 78711 Phone: 1-800-803-9202 or 512-463-6599

- This agreement constitutes the entire contract between the school and the student and no verbal assurances or promises not contained herein shall bind the school or the student.
The school is prohibited from issuing a DE-964 if the student has not met all of the requirements for course completion, and the student should not accept a DE-964 under such circumstances.
This driver education school maintains business vehicle insurance as required by the Transportation Code, Chapter 601, and uninsured or underinsured coverage.

READ ENTIRE CONTRACT BEFORE SIGNING A copy of the contract must be given to the parent and a copy maintained by the school.

Signature of Parent / Legal Guardian, Printed Name of Parent / Legal Guardian, Date, Signature of School Representative, Printed Name of School Representative, Date

My initials signify that I do NOT want my son/daughter to receive individual (one-on-one) instruction. I understand this decision may delay the behind-the-wheel training until another student can be scheduled. Parent's initials if one-on-one driving is REFUSED \_\_\_\_\_

**STUDENT ENROLLMENT CONTRACT***(continued)***GRADING / PROGRESS**

Progress standards must meet the requirements of the current rules adopted by the commissioner of education. Mastery is a prerequisite to awarding a grade of 70 or above. Evidence of mastery shall be determined by one or more of the following methods: 1) unit tests; 2) written assignments; 3) skills performance checklist; and 4) comprehensive examinations of knowledge and skills.

**RULES OF OPERATION AND CONDUCT**

A student or prospective student may be dismissed or barred from the school for tardiness; drunkenness or obvious signs of drug use; rude, vulgar or disruptive behavior; smoking or using tobacco products; using a cell phone during class or in the car; academic dishonesty; or being otherwise inattentive (sleeping, texting, reading, etc.). Students terminated for violating rules of conduct may be readmitted at the discretion of the school director.

**CANCELLATION POLICY**

A full refund will be made to any student who cancels the enrollment contract before midnight of the third day, excluding Saturdays, Sundays, and legal holidays, after the enrollment contract is signed by the prospective student, unless the student has completed the course and accepted a certificate of completion during that period.

**REFUND POLICY**

- Refund computations will be based on actual instruction received through the last date of attendance.
- The effective date of the termination for refund purposes will be the earliest of the following:  
(a) the last day of attendance, if the student is terminated by the school; (b) the date of receipt of written notice from the student; or  
(c) the 10<sup>th</sup> school day following the last day of attendance.
- If tuition is collected in advance of entrance and, **\*\* if after the expiration of the 72-hour cancellation privilege, the student does not enter school, terminates enrollment, or withdraws, the school may retain up to \$50 as administrative expenses;** and, from the remainder, shall refund that portion of the classroom tuition and fees and behind-the-wheel tuition and fees for services not previously received by the student.
- Refunds for items of extra expense to the student, including instructional supplies, books, laboratory fees, service charges, rentals, deposits, and all other such ancillary miscellaneous charges, will be made within 30 days after the effective date of enrollment termination if these items are stated separately and shown as part of the data furnished the student before enrollment.
- A full refund of all tuition and fees is due and refundable in each of the following cases:  
(a) when an enrollee is not accepted by the school; (b) if the course of instruction is discontinued by the school at this location; or (c) if the student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials of the school, or misrepresentation by the owner or representation of the school.
- Refunds shall be completed within 30 days after the effective date of termination.

**NOTICE TO PARENTS AND GUARDIANS**

As the parent or guardian of a teenager, you are entitled to know the minimum requirements of a teen driver education course.

- There are thirty-two (32) required hours of classroom instruction. Your teen must attend the first six (6) hours of classroom instruction before a learner's permit will be issued by DPS. Only two (2) hours of scheduled classroom instruction are permitted per day.
- The classroom instruction phase shall be completed within the timelines stated in this contract and all 32 hours must be attended and successfully completed or made up. If a student fails to successfully complete the 32 classroom hours, this school is required to contact DPS and cancel the learner's permit.
- Seven (7) clock hours of in-car driving instruction and an additional seven (7) clock hours of in-car observation are required. A two-hour increment of behind-the-wheel instruction may be offered once during the behind-the-wheel phase of instruction for each student.
- Thirty (30) additional clock hours of behind-the-wheel instruction must be provided to young drivers and certified by a parent or guardian before a teenager may progress to Phase 2 of the Texas' Graduated Driver Licensing program.
- If your teen transfers to another school or driver training program, timelines may change and credits for classroom and/or in-car training may not be transferable to the new driver training school.
- The entire driver education course must be completed within the timelines stated in this contract. (Note: During peak enrollment periods, in-car instruction times could be subject to availability.)
- **IF YOU HAVE REASON TO BELIEVE THAT THESE MINIMUM REQUIREMENTS ARE NOT BEING MET OR HAVE A COMPLAINT, PLEASE CONTACT TDLR, Customer Service 800-803-9202 or 512-463-6599. [www.tdlr.texas.gov](http://www.tdlr.texas.gov)**

**Mr. D's Driving Center offers the DPS road test for \$45.  
For an additional \$25, the driver may use a Mr. D's Driving Center car.  
(Fees are subject to change.)**