

1st Gear Driving, Inc.

Rules and Regulations

1. All students must be 15 years and 9 months by the **1st day** of their class session, this does not include the Parent Orientation.
2. **Driving Log:** All students under the age of 18 must complete the Driving Log for the state, which consists of 40 hours of practice; at least 10 of those must be nighttime hours. At 15 1/2 students may legally practice drive only in the state of NH, if accompanied by a licensed driver at least 25 years of age who is seated in the front. The student must have on their person a copy of their birth certificate or passport. **1st Gear requires starting our program with at least 10 hours of practice at home.** This helps to ensure the safety of all our students and helps us provide the best learning environment possible. We offer private lessons for those who need them.
3. Students must pass an eye chart examination (**20/40**) on the 1st day of class. If you are unsure of vision, please schedule an eye appointment prior to taking Driver's Ed. The state will not let you take the written test if you do not first pass their vision exam.
4. **Behavior Expectations:** We will expect that people treat each other courteously in the classroom and in the cars. There is no smoking, disruptive or rude behavior, or profanity in the classroom or car. If a student is disruptive, they may be asked to leave the class without a refund.
5. **No Cell Phones or iPods** allowed during class time or in the car. This is a courtesy to the teacher and the other students. The students should expect to leave their cell phones on a table in the back of our classroom.
6. Any student in possession of weapons of any kind or alcohol or drugs, internal or external, will be removed from driver education with **NO** refund. We are required by law to report to the local police and the Department of Safety the use or possession of any of the above during any portion of driver education instruction.
7. **Classroom Attendance:** By state law, students are NOT allowed to miss classroom instruction except for good cause as determined by the instructor (may include a death in the family or an injury), and there must be documentation to support this. No more than 4 hours (or 2 classes) of classroom instruction may be missed. The class time cannot be made up, but the student will have to make up any quiz or test that was missed and will be given an assignment that is equivalent to the material missed. If more than 4 hours or 2 classes, are missed, the student cannot continue the course and will be documented as "incomplete" on our state paperwork. They will have 6 months to complete drivers ed or will have to take the entire class over.
8. **Quizzes & Final Exam:** Each class will have a minimum of 4 quizzes and a written final exam. The student must get at least an 80% on all tests to pass the class academically. If the student has an IEP or any other type of learning disability it may be beneficial to share that with us so that we can address and accommodate for that. All information shared with us is strictly confidential.
9. **Driving & Observation Hours:** Each student is required to have 10 hours of in-car driving lessons and a minimum of 6 hours of observation. Students will need to plan on at least 1 driving session a week. A session is 2 hours, and for the 1st 6 includes a driving hour and an observation hour. Driving hours 7-8 and 9-10 are doubles. The student will drive both hours. We pick up and drop off all students at the 1st Gear classroom for driving appointments. We may pick up at various schools for the 1st hour of the day during the school, as determined by instructor availability.
10. **Behind the Wheel Hours:** 1st Gear's in-vehicle instruction hours occur between 8:00 am and 10:00 pm, as determined by instructor availability. When you sign our Rules Sheet at the parent orientation, or accept the online Terms, you give your teenager permission to drive during these hours with an Instructor, even during Daylight Savings.
11. **Parent Participation:** 1st Gear requires parents to drive with their teens. **1st Gear requires students to drive at least 1 hour with a parent (guardian) for every hour driven with an instructor.** If the parent is not driving with the student and we cannot progress through our hours safely, we reserve the right to stop instruction until driving has resumed at home. Our goal is that by the end of driver's education, the student would be ready for the state test, which means their 40-hour driving log must be completed.
12. **Canceling or Changing Driving Times:** If for any reason a student is unable to keep the scheduled driving appointment, the student **MUST** login to the website and cancel the driving session within 2 days (48 hours). If it is not cancelled within 48 hours the website will charge the student \$50.00 for the late cancellation. If the driving hour is a 2-hour drive session (hours 7&8 or 9&10), it's a \$100 fee. If there is an emergency, please text the Admin and we may override the fee if appropriate.
13. **Tuition and Refund Policy:** The nonrefundable registration deposit is due at the time of registration to secure a spot in the class. The tuition balance is due on the first day of class. If you need to cancel your registration, please give a minimum one-week notice, and any amount, less the deposit, will be refunded or applied to a future session. NO refunds will be given after the 3rd class, as we are no longer able to fill that spot.
14. State of NH driver license testing occurs in the following order:
 - a. Eye Test - must pass vision test with 20/40 in both eyes or 20/30 if blind in one eye
 - b. Written Test - 40 multiple choice questions, must get an 80% or better.
 - c. Road Test - points deducted for various driving errors, must get an 80% or better
15. **Restrictions for a Youth Operator License:** no more than one non-relative in your vehicle at any time during the first six months, unless accompanied by a responsible adult at least 25 years of age who holds a valid license; and the student cannot drive between 1 AM and 4 AM until they are 18 years of age.
16. **Parents have the right to request a license suspension or revocation for any child under the age of 18 through the state for any reason.** This revocation acts the same as if the courts revoked it. Your child will have to pay the state a fee to get their license reinstated.

Parent's Name (at least one parent must sign): _____

Parent's Signature: _____ Date: _____

Student's Name: _____

Student's Signature: _____ Date: _____

1st Gear Driving, Inc.

Student Registration Form

603.801.7939
www.1stGearDriving.com

Get on the Road to Safe Driving...

Full Legal Name (MUST match Birth Cert.): _____

Gender: M F *Date of Birth: _____ High School: _____

Student's Primary Address: _____

City: _____ State: _____ Zip: _____

Home/Primary Phone: _____ Student's Cell Phone: _____

Student's Email: _____

Parent's Names: _____ Parent's Work/Cell Phone: _____

Parent's Email: _____

Note: cell phones and/or emails can be confirmed on the website. Once confirmed, you will receive driving reminders!!

Dates & Class (Day, Evening, Weekend): _____

***New Hampshire students must be 15 years & 9 months by the 1st day of the scheduled class.**

Is the student currently under suspension or revocation of driving privileges? Yes No

Are there any pending actions that could result in suspension or revocation of student's driving privileges? Yes No

Do the parents & student agree to immediately notify me if there is such action during the class period? Yes No

Does the student have any IEP on file or mental, physical or medical disability or specific learning style that the Driving School should be aware of? Yes No

If yes, please describe (all info is strictly confidential): _____

Does the student take any medications the Driving School should be aware of? Yes No

If yes, please describe: _____

Tuition is \$685.00 per student for all classes. There is an **\$85.00 nonrefundable registration deposit** for all students, due at the time of registration. This deposit secures a seat in the class. The tuition (unless you are using a payment plan) is due on or before the first night/day of class. See Tuition and Refund policy for more details.

FOR OFFICE USE ONLY, 04/19

Deposit Received: \$ _____ Date: _____ Notes: _____

Balance Received: \$ _____ Date: _____ Notes: _____

B.C. Viewed - Date: _____ B.C. Copy Rec'd - Date: _____ Vision Test (circle one): Pass Fail

Notes: _____