

Mancelona Public Schools
112 St. John St. / P.O. Box 739
Mancelona, MI 49659
(231) 587-9764

Office Hours: Monday – Thursday, 8:00 am – 4:00 p.m.

Department of State Certification # P000144

SEGMENT 1 CONTRACT

Program Number **#230710**
(as assigned by provider)

Classroom Location: **Mancelona Middle School**
Dates of Class: **July 10 – August 12, 2023**

Student _____
Name Last First Middle Age Date of Birth

Address _____ City _____ Zip _____

Home Phone _____ Work Phone (Parent or Guardian) _____

Parent's Name _____ Home Phone (Parent) _____

Address _____ City _____ Zip _____

COURSE PROVISIONS

1. Mancelona Public Schools will provide a minimum of 24 hours of classroom instruction, 6 hours of behind-the-wheel (BTW) instruction, and 4 hours of observation time in a dual controlled automobile, fully insured, covering each student enrolled in the program. Classroom instruction will be a minimum of 24 hours in length. BTW instruction shall not begin until the student has received a minimum of 4 hours of classroom instruction. BTW instruction must be completed no later than 3 weeks after the classroom instruction has been completed.

REQUIRED LANGUAGE

NOTICE - This provider is required to be certified by the Secretary of State. If you have any complaint, which you cannot settle with this provider, write: Michigan Department of State, Driver Programs Division, Lansing, MI 48918. Completion of driver education instruction does not guarantee qualification for a driver license.

TERMS

1. The student must be at least 14 years/8 months of age by the first scheduled day of class (verification by birth certificate required).
2. The parent or guardian agrees to pay the amount of \$300.00. This amount needs to be paid in full by June 22, 2023 unless other arrangements have been made.
3. Requirements to pass the course: Students must maintain at least a 70% or better average on all tests and assignments.
4. The required score to pass the STATE TEST is 70%.
5. The cost of materials and supplies for the class is \$0.
6. In the event of a driving appointment cancellation, a cancellation fee may be charged.
7. Students will be allowed to make up one classroom lesson in case of an absence or family emergency, provided said absence meets the criteria for an excused absence as defined by the Mancelona Public Schools Student Handbook.
8. Students taking this course are expected to follow policies governing student conduct as stated in the Mancelona High School Student Handbook. Students choosing not to follow these policies will be subject to dismissal from this class.

REFUND POLICY

1. If for any reason you decide to withdraw from the course before its completion, your refund will be based on the following:
 - a. Students withdrawing from this course before its scheduled starting date will receive a full refund.
 - b. Students withdrawing from this course after it has started will receive a partial refund based on the number of hours they have completed in the classroom and behind-the-wheel.

Student Signature

Parent or Guardian Signature

School Representative Signature

July 10, 2023

Date of Contract

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BEHIND-THE-WHEEL INSTRUCTION AGREEMENT. Provider and customer must sign one of the following agreements.

1) On-the-road student instruction agreement.

This agreement provides that **Mancelona Public Schools** shall have not less than two (2) students in the vehicle used by the student or customer during behind-the-wheel instruction.

Signature of Parent/Guardian

July 10, 2023
Date

Signature of Provider