

DRIVER'S EDUCATION PROGRAM

This is all a state-mandated curriculum for anyone under the age of 18 wishing to receive a driver's license.

Thank you for choosing Brookline Driving School for your Driver's Education program. This document includes important information. The registration form <http://brooklinedriving.com/drivers-ed-signup-sheet.pdf> must be returned to us along with your full payment for your enrollment to be complete.

Please read the below carefully. You may want to keep this page for your future reference.

The Driver's Education program consists of 30 hours of classroom instruction, 12 hours of on-the-road instruction, 6 hours of observation of another driver, and a 2 hour driver safety course for a parent or guardian of the student driver.

Any student who has reached the age of 15 years, nine months (15.9) is eligible to begin taking classes. A learner's permit may be obtained from the Massachusetts Registry of Motor Vehicles, *but it is not required before beginning Driver's Education classes*—it is, however, required before beginning on-the-road lessons. *Driving lessons cannot take place without a learner's permit.* To obtain a learner's permit, students must be at least 16 years old. Students get a MA Learner's Permit by taking a written test at RMV (walk in basis, please check the list of necessary documents with the RMV by reading driver's Manual <https://www.mass.gov/service-details/drivers-manuals>).

The Registry requires that all classroom and on-the-road instruction be completed within **2 (two) years of the first class**. *If a student does not finish within that time, the tuition paid will not cover remaining Driver's Education classes or on-the-road lessons, and will not be refunded.* Therefore, it is recommended that a student not begin Driver's Ed unless he or she expects to finish within this time frame.

Keeping track

A **card** will be given to each student on his/her first classroom session, on which class attendance and driving lessons, observations and parents class are recorded. Students must take responsibility for keeping this card and presenting it to their instructor at each class and driving lesson. It is this card, AFTER RETURNED COMPLETED TO BDS, that will allow the student to get the Driver's Education Certification needed for the Qualification to set up a road test. **DO NOT LOSE THIS CARD; it must be turned in to our office when the student has completed all lessons and driving hours, in order for us to send a paperwork to RMV for a certification.**

Reinstatement fee for the card, if lost, is \$20.

Scheduling Driving Appointments:

On-the-road lessons are scheduled between the student and the driving school once classes have begun. Driving lessons are not given during class time and cannot be scheduled on the same day with class time. The student must have a learner's permit in order to begin his or her driving hours, though observation hours can be scheduled before the student has a permit.

We offer driving lessons 7-days a week starting at 8am -8pm. You will be able to schedule up to 2 (two) driving appointments per call. As soon as you have completed scheduled appointments, you will be able to schedule next set of appointments.

Lessons duration could be 1 hour, 1.5 hour or 2 hour long.

To set up an appointments, please call us at 617-232-9400 during office hours M - F 9:30am-5:30pm., if you would like us to call you, please provide your phone number(s) and a good time to call you or contact us over Email: brooklinedriving@yahoo.com , by providing following information: Name of the student, Location of Driver's education Course , contact phone number(s) ,dates and time frames of desired driving appointments.

Only 12 (twelve) hours included in the course, if a student schedule over 12hours, each additional hour will be charged \$45

Pick-up, Drop-off Locations for Driver's Education Students

1. **High Schools:** Brookline, Needham, Newton North, Newton South, BB&N, Brimmer and May, BU Academy, Beaver Country Day, St. Joseph's Prep and Maimonidies
2. **Brookline Driving School.**

Please be advised that the lessons are scheduled for students one after the other (it may take longer to get home after the lesson, because we have to pick up next student).

Cancellation Policies for Behind the Wheel Lessons (Driving Lessons)

We are requiring a 24 cancellation notice for the driving lessons. Cancellations can be made only during our office hours M-F 9:30am -5:30pm by calling 617-232-9400 or over Email:

Brooklinedriving@yahoo.com(during the office hours only) by providing : Students Name, Time of the lesson, location of the lesson and Contact Phone number(s). Sunday and Monday lessons must be canceled on Friday, during office hours, the latest.

If proper notice is not given, \$35 fee per hour will be charged (or loss of the lessons, if package was purchased).

Students who are more than 15 minutes late for driving instruction will forfeit their lesson and be subject to the \$35.00 fee per hour missed lesson. If a student does not appear for a scheduled lesson or does not have their permit (original)/glasses/contacts the \$35.00 per hour charge (or forfeit of the lesson if package is purchased).

No student will be issued a Certificate of Completion who has an outstanding balance

Observation Hours

Observation hours can be only scheduled by calling Brookline Driving School, during office hours M-F 9:30am -5:30pm, on the same day or day before intended observation hours. We can't schedule an observation hours in advance, due to the 24 hour cancelation policy for the driving instructions. (If there is no driver, than there is no one to observe).

If the student has a driving appointment for 1 hour or 1.5 hour, than student can stay in the car for an observation credit (1 hour or 0.5 hour accordingly).

Registry of Motor Vehicles allow only 2 hour of on the road instructions (driving or observing) per day.

Required Class for Parent or Guardian of Driver's Education Student

This class is mandated by the Registry of Motor Vehicles, and is designed to educate parents in teaching their children to drive, and to familiarize them with the Driver's Ed curriculum.

If you cannot attend one of these scheduled classes, you may complete the parent class at another time, but it may delay your child receiving his or her completion certificate. Please bring your child's tracking card with you to your class. If you attended this class with a previous child within the last five years and you have the certificate, it is not necessary to repeat the parent class, but you must present the certificate (copy) to his or her classroom teacher for credit.

Fees

Fees cover all 30 hours of classroom instruction, 12 hours of driving instructions, 6 hours of observation instructions and the two-hour parent class. Fees also include the \$15.00 Driver Education Certificate of Completion, issued by the Registry of Motor Vehicles. There are no discounts or refunds.

Fees do not include any Registry fees.

If a student wishes to take the road test with Brookline Driving School's vehicles, he or she may arrange this at additional cost with the driving school. This is an OPTIONAL service.

Bounced Check fee is \$25

Refund Policies

You are entitled to a full refund on any of our services before any instruction is given or before First day of Driver's Education Course. A written request for a refund is required 24 hours prior, to any scheduled

service with the proof of payment (canceled Checks front and back or receipt), during office hours M-F 9:30am -5:30pm. Request for the refund must be submitted in-person, over mail (must be received at least 24 hours before scheduled services and during office hours M-F 9:30am -5:30pm) or through Email to Brooklinedriving@yahoo.com. Brookline Driving School will issue a refund within 30 days of the request.

You will not be eligible for a full refund or partial refund once any instruction on driver's education course or any package has been received, or classes for the course has started. *(All services must be completed within two years of the first class. After two years money is not refundable and services will be forfeited.)*

There are no refunds after course has started.

Missed Classroom sessions

Students can make up classroom lessons with another session at all of our locations. Check the Brookline Driving School website www.brooklinedrivingschool.com for schedules, Email to Brooklinedriving@Yahoo.com or contact the instructor for schedule of classes at other locations.

The Road Test (under 18)

In Order for your Teen to be eligible for the Road Test:

1. Complete either...

- 40 hours of supervised driving with a parent or guardian (Maintain a Driving Log)

OR

- 30 hours of supervised driving if the applicant has successfully completed a driver skills development program

2. Must have a MA Learner's Permit for Six month or more;

3. Has a current Driver's Education certification on file with the RMV by Following this link:

<https://secure.rmv.state.ma.us/DriverEdLookup/driverlookup.aspx>

4. Maintain a Clean Driving Record for Six month prior the Road Test.

Brookline Driving School offering Road Test every Saturday at [Brookline High School](#). BDS require a 3 week notice prior the Saturday Road Test to sign up (availability may vary). BDS will provide you with the car, sponsorship and with the examiner from the RMV to take a Road Test. Price for our Road Test Service is \$100 for our driver's education students or \$130 for all other students *(it does not include RMV fees \$50 License and \$35 Road Test scheduling fee, you will pay it to RMV)*.

Students can also take a Road Test at the RMV on the weekdays. (arrangements should be made by students with RMV).

Registry of Motor Vehicles Fees

-Permit \$30 – This will be paid to the RMV the day of the permit exam.

-License Fee \$85 –This fee can be paid the day of the permit test (recommended) or any time after the permit has been issued by calling 857-368-8000 or on-line:

<https://secure.rmv.state.ma.us/LicRoadTestFee/intro.aspx>

This fee must be paid before students receive a license.

Why Get a Driver's Education Certificate?

A Driver's Education certification of completion enables a student to take the road test (and if passed, obtain a driver's license) before age 18, provided he or she has held a learner's permit for at least six months and has a clean driving record. The certificate will also enable a student to obtain a reduction in car insurance 10%-15% for 5 years.

Menu:

-Course

-Keeping track

-Scheduling driving appointments

-Pick up and drop off locations

-Cancellation Policy for driving lessons

-Observation hours

-Parent Class

- Fees

-Refund Policies

-Missed classroom session

-Road Test

-RMV fees

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