

# 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. 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 with Final Written Test, 12 hours of on-the-road instruction (driving), 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. However, per RMV policy, **Learner's Permit, Completed Classroom Instructions (30h ), Passed Final (Written Test) and Completed Parent Class is required before beginning on-the-road lessons (driving and observing).***

To obtain a learner's permit, students must be at least 16 years old. Students get a MA Learner's Permit by making an appointment for Learner's Permit and taking a written test at RMV or AAA (for members) MA Driver Manual [https://www.mass.gov/lists/drivers-manuals#class-d-\(passenger\)-driver's-manuals-](https://www.mass.gov/lists/drivers-manuals#class-d-(passenger)-driver's-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, which 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 \$25.

### **Scheduling Driving Appointments:**

In order to be eligible to schedule Driving or Observing lessons, students **MUST** have Completed 30h of Classroom Instructions and Passed Final test , **MUST** have a MA Learner's permit and Parents **MUST** have completed parent class requirements.

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 first 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.,**

**Only 12 (twelve) hours included in the course, if a student schedule over 12hours, each additional hour will be charged \$75**

### **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, British International 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 (during office hours): Brooklinedriving@yahoo.com 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, \$40 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 be subject to the \$40.00 fee per hour of missed lesson. If a student does not appear for a scheduled lesson or does not have their permit (original) or not wearing glasses/contacts (if required by Learner's Permit Restrictions) the \$40.00 per hour will apply .

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 (with in 24h). 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. **This class MUST be completed before students will allowed to take any driving or observing hours.**

If you cannot attend one of these scheduled classes, you may complete the parent class at another time, but it will delay your child ability to schedule on-the-road appointments. Please bring your child's Record card with you to your class. If you attended this class with a previous child within the last five years and you have Parent class certificate, it is not necessary to repeat the parent class, but you **MUST** present the certificate (copy) to his or her classroom teacher/school 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 RMV 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 one business day before First day of Driver's Education Course, during our office hours. 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](http://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

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 \$160 (*it does not include RMV fees \$50 License and \$35 Road Test scheduling fee, you will pay it to RMV*).

Road Test Cancellations must be given to Brookline Driving School at least 2 Weeks prior scheduled test. If not, your fee will be forfeited. Double booking of the Road Test is not Permitted by RMV, if double booked, your fee will be forfeited. Do Not take lessons with different driving school prior Road Test with Brookline Driving School, by doing so Student Account will be transferred to different driving school and Road Test will be effected. No Refunds will be provided in this case and test with Brookline Driving School will be forfeited.

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 through student's RMV Account (recommended).

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

-Why get a Driver's Education Certificate?