

Liberty Driving School

(203) 630-1040

Policies & Procedures

Instructors:

Ira Caplan, Risa Caplan and Frank Cannatelli

For each class, the student must have:

- Printout of class assignment (will be sent out before each class)
- Pen or pencil

Classes start promptly at 9am or 6pm. If late, the student will have to make up the time. Fifteen (15) minutes late means the student has missed the class and the class needs to be made up. Attendance is recorded daily. If the student misses a class, he/she will be given the date of the next available make-up class.

On the road driving hours will be scheduled on a first come, first served basis. The learner's permit must be with the student whenever he/she is in the driver's education car. A minimum of 24 hours notice must be given to cancel an on-the-road lesson. No flip flops when driving! Please dress appropriately for in car lessons.

No-shows and cancellations without 24-hour notice will be charged \$70.00. The fee must be paid to Liberty Driving School before the next on-the-road lesson. During some on-the-road lessons one student may pick up or drop off the next scheduled student. Per DMV regulations this is permitted with a licensed driving school instructor.

Classroom lessons are given over zoom. Students must have their camera on and I must be able to see their face. This is a DMV requirement. Classroom hours will not count for students who are not visible online. Assignments will be sent with each zoom invite email, these tests will be completed in class and signed by the student and parent. When classroom hours are complete and signed assignments will be turned in and will become part of the students file. This is also a DMV requirement.

Signature of Parent or Guardian

Date

Signature of Student

Date

Liberty Driver's Education Center

(203)630-1040

Medical Information

This health information must be returned before the student has his/her first on-road lesson.

Student Name: _____

1. Please check below medical issues or limitations that the student may have:

Serious Illness

Heart Conditions/Murmur

Hearing/Vision Problems

Rheumatic Fever

Anxiety

Epilepsy

Diabetes

Fainting

Handicapped

Learning Disability

Any other conditions which we may need to know for the on-road lessons:

If you checked "YES" to any of the above, please explain:

2. Does the student take any medication regularly Yes No

If Yes what medication _____

3. Do you consider the student capable physically, mentally and emotionally to drive a car? Yes No

4. Would you like a conference with the Driver Education Instructor?

Yes No

Liberty Driver's Education Center

(203)630-1040

www.libertysafedriving.com

Fee & Payment Schedule

Fee Schedule

- **\$625 Full Program:** 30 hours of Classroom Instruction and 8 Hours of driving lessons

Optional Services

- \$160.00 Additional Driving Lesson (2 hours).
- \$140.00 8 Hour Safe Driving Course (drug/alcohol) - this course is included in the Full Program.

Please note DMV now requires 40 hours of road training prior to testing between parents and driving school.

Payment Schedule:

Full 30 Hour Course

- **1st Payment \$325.00** Deposit (minimum amount)
- **2nd Payment \$300.00** Prior to 1st driving lesson

Any additional/optional services are due in full prior to services being rendered.

Certificates of completion (e-DEC) will not be given unless services are paid in full. An e-DEC is required for the driving test at DMV.

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Preparing for your Road Test

The Full Driver's Education Course meets most of the requirements set by the Commissioner of Motor Vehicles for your teen to qualify for their On-Road Driver's Test. It includes 30 hours of classroom instruction and 8 hour of Behind the Wheel training. Students will need an additional 32 hours of driving to meet the 40 hour driving requirement.

In order to ensure that your son/daughter has met the required skills and is prepared to take the exam for their Driver's License with the DMV we recommend that you space out your teens on-road lessons with us and practice with them in between.

The Behind the Wheel instructor will discuss with your teen when they feel that they will be ready for their Road Test. You can also contact us at 203-630-1040 if you have any questions or concerns about your teen's readiness to test.

Driving Students have the option of testing with DMV using the Driving School car for a fee of \$100. Please let us know if this is something you are interested in.

Name _____

Date of Birth _____

Date Enrolled _____

Date Completed _____

Instructors

Ira Caplan #5582

Risa Caplan #5741

Frank Cannatelli #6159

Classroom Instruction

Vehicle C011623

Class Date Completed Instructor

On-Road Instruction

#1 _____ #5741

Hour #1 Starts/Turns

Date _____ Instructor _____

#2 _____ #5741

Hour #2 Town Roads/Backing/L&R

#3 _____ #5741

Date _____ Instructor _____

#4 _____ #5741

Hour #3 K Turns/Lane Changes

#5 _____ #5741

Date _____ Instructor _____

#6 _____ #5741

Hour #4 City/Busy Intersections

#7 _____ #5741

Date _____ Instructor _____

#8 _____ #5741

Hour #5 Perp. Parking

#9 _____ #5741

Date _____ Instructor _____

#10 _____ #5741

Hour #6 Parallel Parking

Date _____ Instructor _____

8 Hour Safe Driving Course

Hour #7 Highway

#11 _____ #5741

Date _____ Instructor _____

#12 _____ #5741

Hour #8 DMV Test

#13 _____ #5741

Date _____ Instructor _____

#14 _____ #5741

Final

#15 _____ #5741