



# Customer Training Agreement & Policies

**\*\*Please print 2 copies of this document, fill out and bring to the first day of class.\*\***

Student Name: Last	First	MI	Student's Birthday	Age
Home Address		City	State	Zip
County		Part of Town/City		
High School	Temp #		Expiration Date	
Parent Email Address		Parent Phone #		

**SCHWARTZ DRIVING SCHOOL, LLC LOCATIONS (License #1440)**

Westerville Education Center – 5965 Westerville Rd Westerville, Ohio 43081  
 Grove City Education Center – 3136 Broadway Ste 105 Grove City, Ohio 43123  
 Pataskala Driving School – 24 East Front Street Pataskala, Ohio 43062

**TEEN PROGRAM CHARGES** – Schwartz Driving School, LLC (hereafter SDS) agrees to provide the student \_\_\_\_\_ hours of classroom instruction and \_\_\_\_\_ hours of driving instruction based on the Ohio Driver Training Curriculum at a cost of \_\_\_\_\_. Payment plans are available for an additional one time administrative charge of \$35.00. If the payment plan is chosen, SDS requires half of the total price down prior to the first day of class and the other half payment paid prior to the scheduling of in vehicle lessons. No refunds will be given if SDS is willing and able to complete all training above within six months of the date of the first day of class. Any additional hours of training will be provided at \$75.00 per hour. SDS accepts cash, checks and credit cards (VISA, MC, AE, or DISC). A \$30.00 fee will be charged for all returned checks.

**CLASSROOM TRAINING** - A student may begin attending classroom portion at 15 years and five months of age and may begin in vehicle portion at 15 and 6 months and must also possess a Temporary Permit. The student must attend all 24 hours of classroom training and pass the final exam. Classroom rules are posted in each Education Center. Parents will be notified the first time a student fails to follow these rules. Subsequent violations may lead to expulsion, which will result in forfeiture of all amounts paid to date. SDS will furnish a licensed instructor for all training. Driver training schools and their instructors are licensed by the Department of Public Safety through the Ohio Driving Training Program Office, 1970 W Broad Street Columbus, OH 43223.

**IN -VEHICLE TRAINING** - A student can only begin in-vehicle training once they have a Temporary Permit and they have paid in full. All lessons are scheduled on a first-come, first-served basis. A 24-hour notice is required to reschedule or cancel an in-vehicle lesson. A \$40 rescheduling fee will be charged if we do not receive appropriate notice. If a student is not present after 10 minutes from the scheduled start time, this constitutes a "no show" and will be subject to a \$40 rescheduling fee. All students must have their driving permit with them for all in-vehicle lessons. Students arriving for an in-vehicle lesson without their permit will result in a cancelled lesson and a rescheduling fee. All in-vehicle training must be completed by the "Training Date". The "Training Date" will be 6 months from the first day of class. In order to allow time for the student to practice key skills, SDS suggests at least three days between in-vehicle sessions. Students must wear glasses or contacts during in vehicle lessons if they are required. Students are required to wear closed-toe shoes (no flip flops) during lessons for safety reasons. SDS instructors are not responsible for students prior to or after a schedule class time or in car lesson. The use of a SDS vehicle for the BMV exam is not included in the price of this class but arrangements may be able to be made to rent our car, upon availability, for a charge of \$75 per hour.

**CERTIFICATE OF COMPLETION** - SDS will issue a Certificate of Completion for all students who are under 18 years of age and who successfully complete the course with at passing grade of 75% of better. You will receive your certificate of completion 7-10 business days after completion of the program. If a Certificate of Completion is lost or misplaced, a duplicate certificate may be issued at a cost of \$15.00.

**ADULT TRAINING** – SDS agrees to provide an over 18 years of age student \_\_\_\_\_ hours of classroom instruction and \_\_\_\_\_ hours of driving instruction based on the Ohio Driver Training Curriculum at a cost of \_\_\_\_\_. Payment is due in full prior to training. No refunds will be given if SDS is willing and able to complete all training within six months of the contract date. SDS accepts cash, checks and credit cards (VISA, MC, AE, or DISC). A \$30.00 fee will be charged for all returned checks.

**I AGREE TO THE ABOVE SDS CONTRACT & POLICIES & ALSO ACKNOWLEDGE THAT WE HAVE 6 MONTHS TO COMPLETE THE PROGRAM PER STATE RULE!**

Parent Printed Name	Parent Signature	Date
Student Printed Name	Student Signature	Date
Authorized SDS Employee Printed Name	Authorized SDS Employee Signature	Date

<b>PAYMENT RECORD:</b>			
Plan Circle One:	Paid in Full	Payment Plan	
Amount Paid	_____	Date Paid	_____
Method Circle One:	Cash	Check	Charge
Amount Paid	_____	Date Paid	_____
Method Circle One:	Cash	Check	Charge