

August 2017

Dear All Interested Driver Education Students:

The following is information that you will need to successfully enroll in the Driver Education Program being offered at Columbia High School. The classroom instruction is being presented by Mr. Wysocki (Tuesday class) and Mr. Graham (Wednesday class) and the car/driving time being presented by Bell's Driving School for the Fall 2017 term.

***The cost to students for the Fall 2017 is \$440.00. (\$480.00 for out-of-district students)
Checks will be deposited on 9/8/17. Full payment is due at the time of registration!***

Please note: Those that return their registration form and payment will be given the first consideration of your choice of car and classroom time. There are 48 spots available. If the class fills, your name will be placed on a waiting list and registration/check will be returned to you if you are shut out of the class. Get your materials in ASAP!

In order to obtain your MV-285 (commonly known as the "Blue Card"), you will need to fulfill all of the following requirements, which are based on contact hours:

1. **Students must be at least sixteen (16) years old and hold a valid learners permit/license by the time your paperwork is turned in!**
2. Attend twenty-four (24) hours of classroom time. Classroom will be Room S-121 at Columbia. Classroom time will be offered on **Tuesdays or Wednesdays (you only need to attend one day) starting the week of September 18, 2017.**
*** Note – Bell's Auto doesn't have any cars available on Mondays, so we are moving the classroom time to the other days of the week. I am so sorry for the trouble. ***

You will be assigned to either Tuesday 2:30-4 or Wednesday 2:30 pm to 4:00 pm.
(You will make your preference on the registration page. You aren't guaranteed the time slot of your choice, but I will do my best to honor your request.)

3. Attend twenty-four (24) hours of driving time.
Driving times will be on **Tuesday afternoon, Wednesday afternoon, Thursday afternoon, or Friday afternoon, starting the week of September 18, 2017.**
You will be assigned to one of the following car times (48 spots available for Fall 2017):

Tuesday	2:25 pm to 3:55 pm (4 spots available), or
Tuesday	4:00 pm to 5:30 pm (4 spots available), or
Wednesday	2:25 pm to 3:55 pm (8 spots available), or
Wednesday	4:00 pm to 5:30 pm (8 spots available), or
Thursday	2:25 pm to 3:55 pm (4 spots available), or
Thursday	4:00 pm to 5:30 pm (4 spots available), or
Friday	2:25 pm to 3:55 pm (8 spots available), or
Friday	4:00 pm to 5:30 pm (8 spots available).

(You will make your preference on the registration page. You aren't guaranteed the time slot of your choice, but I will do my best to honor your request.)

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4. Please note that you are required to attend all sessions of classroom time and all sessions of your car time. If you are absent/missing from any sessions, you will need to make up those sessions. You will need to work out make-up times with either Mr. Wysocki or Mr. Graham (for classroom absences) or your driving instructor from Bell's (for car absences). **Excessive absences will jeopardize your chances of passing the course and obtaining the MV-285 (Blue Card).** **Excessive absences may not make you eligible for a refund.** **Please plan accordingly now – having sports and/or having to work and/or other excuses will not bode well for you in this class!**

Any changes of car times and/or classroom times must go through Mr. Tooker. You may not "swap" with another student (especially the car times) without the written and documented permission of Mr. Tooker.

5. Students are expected to follow the school rules (Columbia High School Code of Conduct) while in the classroom session and while in the car session. **Failure to follow the rules may result in an immediate expulsion from the class. The safety of all students while on the road and in the classroom is paramount.**
6. **If there is no school (either for a vacation, or due to a snow day), there will be no class/car. If there are no after-school or evening activities due to weather, there will be no class/car.**
7. **Registration forms will be accepted on a first come, first served basis starting on Monday, August 28, 2017.** In order to be registered, you must complete the following:
- The registration form on the next page. **All information must be filled in or it will be returned to you and it will delay your registration!**
 - A check, made out to "East Greenbush CSD" in the amount of \$440.00 (\$480.00 for out-of-district students), needs to accompany the registration form.
 - Both the student and parent/guardian must read and sign the registration form.

If steps a, b, and c are completed, then you will be enrolled in a classroom time and a car time. Please note that you are asked to rank your preference for a car time using the numbers 1-9, with "1" being the time you would want the most, and "8" the time you would want the least. If you don't rank your times, you will be placed wherever there is an opening. Mr. Tooker will make every effort to place you where you want to be, but please understand that there is a minimum of two (2) students and a maximum of four (4) students allowed in each car during each session.

8. **Parents/Guardians – if you have any questions or concerns, please feel free to e-mail me at TookerJe@egcsd.org at any time. I will return your email promptly.**

RETURN ALL MATERIALS TO THE COLUMBIA HS MAIN OFFICE. THERE IS A BIN IN THERE FOR YOU TO LEAVE THE MATERIALS IN. E-MAIL MR. TOOKER IF YOU HAVE QUESTIONS.

ALSO NOTE – THERE WILL BE A MANDATORY MEETING FOR ALL PARTICIPANTS ON WEDNESDAY, SEPTEMBER 13, 2017 AT 2:15 PM IN THE SOUTH FORUM. IF YOU SIGN UP, YOU MUST ATTEND!

Columbia High School Driver Education Information & Registration Form – Fall 2017

Note: All information must be filled out **in its entirety**, the bottom statement must be read and signed by both the student and the parent/guardian, classroom and car time selections must be made on the back, and a check for \$440 (\$480 for out-of-district students) (made out to “East Greenbush CSD”) must be handed in **on or before** Friday, September 8, 2017.

Car times are assigned on a first come, first serve basis – see next page!

Confirmations will be handed out in homeroom and emailed home on Monday, September 11, 2017.

(Forms and money handed in after 9/8/17 are subject to being placed on the waiting list.)

Last Name of Student: _____

First Name of Student: _____

Date of Birth of Student: _____

Mailing Address of Student: _____

Email Address of Student: _____

Learner Permit/License Number: _____

Homeroom Teacher of Student: _____
(You may not know this yet – it’s OK – we will find you)

Name of Parent/Guardian: _____

Home Telephone of Parent/Guardian: _____

Cell Phone of Parent/Guardian: _____

Email Address of Parent/Guardian: _____

We have read the attached information and agree to follow the policies and procedures of Bell’s Driving School and the Code of Conduct of the East Greenbush Central School District while enrolled in this Driver Education class. We understand that failure to comply with either set of policies and procedures may result in removal from the class.

Signature of Student: _____

Signature of Parent/Guardian: _____

STUDENTS – GO TO THE BACK OF THIS SHEET OF PAPER TO MAKE YOUR PREFERENCE SELECTIONS FOR THE CLASSROOM TIME ON MONDAYS AND THE CAR DAY AND TIME!

Student Name: _____

Homeroom Teacher: _____

(You may not know this yet - it's OK – we will find you)

Using the number "1" for your first choice and the number "2" for your second choice, please indicate which **classroom time on Tuesday or Wednesday** that you would prefer to be in.

(Remember, you may not get your first choice...)

_____ Classroom Time on Tuesday from 2:30 pm to 4:00 pm

_____ Classroom Time on Wednesday from 2:30 pm to 4:00 pm

Using the number "1" for your first choice, the number "2" for your second choice, and so on to the number "8" for your last choice, please indicate which **car driving time on Tuesday, or Wednesday, or Thursday, or Friday** that you would prefer to be in.

(Remember, you may not get your first choice...)

Note: make sure you don't overlap your classroom time on Tuesday/Wednesday with your car time on Tuesday/Wednesday (if you choose to go "back to back" with your car time and your classroom time!)

_____ Car Time on Tuesday from 2:25 pm to 3:55 pm

_____ Car Time on Tuesday from 4:00 pm to 5:30 pm

_____ Car Time on Wednesday from 2:25 pm to 3:55 pm

_____ Car Time on Wednesday from 4:00 pm to 5:30 pm

_____ Car Time on Thursday from 2:25 pm to 3:55 pm

_____ Car Time on Thursday from 4:00 pm to 5:30 pm

_____ Car Time on Friday from 2:25 pm to 3:55 pm

_____ Car Time on Friday from 4:00 pm to 5:30 pm

The earlier that you get your paperwork and money handed in will increase the chances (but not guaranteeing) of getting the classroom/car time that you would prefer!