DRIVER EDUCATION

Course Information and Registration Packet
DRIVER EDUCATION TRAINING

Thank you for your interest in the driver education training at Wor-Wic Community College. Our 36 hour, MVA approved course consists of the required 30 hours of classroom instruction and six hours behind the wheel (BTW) training. The classroom portion runs for three hours and 15 minutes for a total of 10 sessions. The required six hours behind the wheel (BTW) portion is divided into three lessons of 2 hours each, for a total of six hours. Each lesson is held separately on a different day. The six hours BTW can usually be completed within one to four weeks after the third classroom session. Classroom size is limited to 10 to 30 students while the BTW portion limits the student and instructor ratio to 1:1. Successful course completion is one of the requirements for obtaining a Maryland provisional driver’s license. Enclosed you will find the upcoming training schedule, pricing, tuition assistance and a one-page registration form. (Note: Wor-Wic also offers the six hour, MVA required BTW or refresher training separately. Please see page 3 for tuition information).

Prerequisites for entry into the training course include:

1) 16 years of age or older at time of registration;
2) A valid MD learner’s permit;
3) Ability to attend each class session. (See course schedule with meeting locations);
4) Students under 18 years of age at time of registration will need to have a parent/mentor available to attend the first class as part of the course orientation process;
5) Be able to read, write, and speak English sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language and to respond to official inquiries;
6) Possess a positive attitude and a commitment to safe driving.

In compliance with Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title VI and VII of the Civil Rights Act of 1964, the Americans with Disabilities Act, and other federal, state, and local laws, Wor-Wic Community College is committed to ensuring equal employment, educational opportunity, and equal access to services, programs and activities without regard to an individual's race, color, national origin, sex, religion, age, disability, gender, pregnancy, gender identity, sexual orientation, predisposing genetic characteristics, marital status, veteran status, military status, domestic violence victim status, or ex-offender status.
### Course Schedule for Driver’s Education

#### Spring/Summer 2018

<table>
<thead>
<tr>
<th>Course #</th>
<th>Days</th>
<th>Time</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>ZDRV-001-0057</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>04/02/2018 – 04/13/2018</td>
</tr>
<tr>
<td>ZDRV-001-0058</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>04/23/2018 – 05/04/2018</td>
</tr>
<tr>
<td>ZDRV-001-0059</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>05/14/2018 – 05/25/2018</td>
</tr>
<tr>
<td>ZDRV-001-0060</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>06/04/2018 – 06/15/2018</td>
</tr>
<tr>
<td>ZDRV-001-0061</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>06/18/2018 – 06/29/2018</td>
</tr>
<tr>
<td>ZDRV-001-0003</td>
<td>Monday - Friday</td>
<td>9:00 am – 12:15 pm</td>
<td>07/09/2018 – 07/20/2018</td>
</tr>
<tr>
<td>ZDRV-001-0004</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>07/09/2018 – 07/20/2018</td>
</tr>
<tr>
<td>ZDRV-001-0005</td>
<td>Monday - Friday</td>
<td>9:00 am – 12:15 pm</td>
<td>07/23/2018 – 08/03/2018</td>
</tr>
<tr>
<td>ZDRV-001-0006</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>07/23/2018 – 08/03/2018</td>
</tr>
<tr>
<td>ZDRV-001-0007</td>
<td>Monday - Friday</td>
<td>9:00 am – 12:15 pm</td>
<td>08/06/2018 – 08/17/2018</td>
</tr>
<tr>
<td>ZDRV-001-0008</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>08/06/2018 – 08/17/2018</td>
</tr>
<tr>
<td>ZDRV-001-0009</td>
<td>Monday - Friday</td>
<td>9:00 am – 12:15 pm</td>
<td>08/20/2018 – 08/31/2018</td>
</tr>
<tr>
<td>ZDRV-001-0010</td>
<td>Monday - Friday</td>
<td>5:30 pm – 8:45 pm</td>
<td>08/20/2018 – 08/31/2018</td>
</tr>
</tbody>
</table>

### Daily Behind the Wheel (BTW) Driving Schedule (Monday – Saturday):
- 9:00 am – 11:00 am
- 11:15 am – 1:15 pm
- 1:30 pm – 3:30 pm
- 3:45 pm – 5:45 pm
- 6:00 pm – 8:00 pm

Students will work with the instructor to schedule their behind the wheel trainings. Students must complete three sessions of BTW training. Each session is 2 hours. Students may not schedule more than one BTW training session in a single day. If a student does not show up for a BTW session, a $60 non-refundable fee will be charged to the student. This fee must be paid before the student can resume their BTW training.
ADDITIONAL TRAINING

<table>
<thead>
<tr>
<th>Course</th>
<th>Tuition</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-Hour Behind the Wheel Only MVA Driver Education course</td>
<td>$240</td>
<td>Tuition Assistance Not Available</td>
</tr>
<tr>
<td>Behind the Wheel Education Refresher Course</td>
<td>$40/hr.</td>
<td>Tuition Assistance Not Available</td>
</tr>
</tbody>
</table>

Please call 410-334-2815 for registration information.
An additional non-refundable $10 fee is required for students not living in Wicomico, Worcester or Somerset Counties. An additional non-refundable $15 fee is required for students living in states other than Maryland.

WOR-WIC COMMUNITY COLLEGE CAMPUS MAP

Class will meet in Fulton-Owen Hall (FOH)
BTW driving will meet on the North parking lot.

Call Continuing Education at 410-334-2815 between 8:00 am and 4:30 pm if you would like more information.
REGISTRATION INSTRUCTIONS
Complete the attached registration form and submit a photo copy of your MD learner’s permit or bring your permit for duplicating to the office of Continuing Education and Workforce Development during business hours. (Please note: online registration is not available for Driver Education courses).

*Students under 18 years of age at time of registration will need to have a parent/mentor available to attend the first class. The parent/mentor will complete required forms, review course policies and meet the instructor.*

COURSE COMPLETION REQUIREMENTS
Students must meet the following requirements in order to successfully complete the “36 Hour MVA Driver Education Course”:

- Attend all scheduled classroom sessions and required six hours BTW training. (All students must start the classroom sessions with Unit 1).
- Complete all assignments when required and pass the final exam with at least an 80%.
- Successfully complete all driving range/road assessments. The score for BTW must be at least 80%.

If a student misses a class, he/she must make up the missed class. The classes are numbered 1-10 and the student must make up the exact lesson missed in the next offered class before they can continue their Behind the Wheel training. For example, if the student misses the first Thursday (lesson 4) they must attend the first Thursday of the next class offered. Any student who misses more than 12 hours of class, must restart the course.

TUITION
Total Tuition: $300

*NOTE*: An additional $10 fee for this course is required of students not living in Wicomico, Worcester, or Somerset counties. An additional $15 fee for this course is required for students living in states other than Maryland.

TUITION ASSISTANCE
Tuition assistance is available for the “36 Hour MVA Driver Education Course” for eligible students. Please contact Continuing Education at (410) 334-2815 for a tuition assistance information packet.

REFUNDS
All requests for 100% refund must be received in writing in our office at least 24 hours prior to the first class meeting. The following prorated refund schedule will be used for written refund requests after the course has started:

- $2/hour for each of classroom hour not completed.
- $40/hour for each behind the wheel instruction not completed.

PERSONAL PAYMENT
Payments may be made by check, cash, money order, Visa, Discover, American Express or MasterCard.

Revised 3/6/2018
Driver Education Registration Form

Questions? Call (410) 334-2815.

Payment is due at the time of registration. All requests for refunds must be received in writing in our office at least 24 hours prior to withdrawal from class.

Please print clearly.

Social Security Number OR Student ID: ____________________________
Legal Last Name: ____________________________
Legal First Name: ____________________________

Current Home Address:

Street Number & Street Name/P.O. Box: ____________________________
City: ____________________________
State: ____________________________
Zip Code: ____________________________

Work Phone #: ____________________________
Home Phone #: ____________________________
Cell Phone #: ____________________________
Email Address: ____________________________

Date Of Birth: ______/____/____
MD Senior (Age 60 or over): Yes
Gender: Male ___ Female ___
Question 1. Are you of Hispanic or Latino origin? Yes ___ No ___
Question 2. What is your race? Select one or more of the following:
White ___ Black/African American ___ Asian ___ American Indian or Alaska Native ___ Native Hawaiian or Other Pacific Islander ___

I am a resident of: Wicomico ___ Worcester ___ Somerset ___ Other ___

Tuition Rates by Residency: Wicomico, Worcester & Somerset Counties – pay the tuition rate listed. Maryland Out-Of-County – add $10 per course to the tuition rate listed. Out-Of-State – add $15 per course to the tuition rate listed. A Maryland senior (age 60 or over) does not pay tuition, only the fee as indicated in the course information.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Course Title</th>
<th>Start Date</th>
<th>Start Time</th>
<th>Tuition Fee</th>
<th>Out-Of-State (add $15)</th>
<th>Out-Of-County (add $10)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Z S A M</td>
<td>Sample Registration</td>
<td>MM/DD/AA/MM/P</td>
<td>$ +</td>
<td>+</td>
<td>+</td>
<td>= $ fill in total amount</td>
<td></td>
</tr>
<tr>
<td>Z D R V</td>
<td></td>
<td></td>
<td></td>
<td>$ +</td>
<td>+</td>
<td>+</td>
<td>= $</td>
</tr>
</tbody>
</table>

Check appropriate payment option. (Payment due at the time of registration):

☐ Personal Check OR ☐ Money Order (made payable to Wor-Wic Community College)

☐ Cash Payment (do not mail cash) in amount of $________

☐ Credit/Debit Card: MasterCard ___ Visa ___ Discover ___ American Express ___

Card #: ____________________________
Exp. Date: ____________________________
Card Holder’s Signature (required): ____________________________

☐ Employer Paid: ☐ Payment Provided ☐ Bill Company (purchase order or approval letter attached)

Company Name: ____________________________
Address: ____________________________

Yes, I want to contribute to the Student-to-Student Scholarship fund (All donations benefit continuing education students). $________

Grand Total: $________

☐ YES, I would like to receive email updates of continuing education offerings.

I certify that the above information is true and accurate. I agree to abide by the college’s student conduct policy and all other college policies as cited in the college catalog. I authorize the release of my MD Learner’s Permit Identification Number, Birth Date, Phone Number and Course Completion Status to the MD Motor Vehicle Administration.

Student Signature (required): ____________________________ Date: ______/____/____

Three Easy Ways To Register:

MAIL: Wor-Wic Community College
Continuing Education & Workforce Development
22000 Campus Drive
Salisbury, Maryland 21894

IN PERSON: Fulton-Owen Hall
Room 102

FAX: (410) 334-2902

OFFICE USE ONLY

Data: _____/____/____
Deferred: $X in full
☐ $X in part
$X in full

Student Signature (required): ____________________________ Date: ______/____/____