

BHM Community Education Classroom Driver Education
Spring B - 2019 Registration Information (Page 1)

Register:

- **Online** bhmschools.ce.eleyo.com
- **Complete the paper registration form**
- **In-person** at Community Education, 301 NE 2nd Ave, Buffalo, MN 55313
- **Deadline for Early Bird pricing is April 1, 2019 at 3 pm.** *Classes fill quickly, so register early!*
- Registration ends Thursday, April 4 at noon or when the class is full

Registration Forms:

Forms can be downloaded online bhmschools.org/community-ed or picked up at the Buffalo High School office or the Community Education office. Online registration is the fastest and easiest way to register!

Fee: *Provide credit card info or check payable to Community Education.*

- \$360 includes 30 hours of classroom instruction **and** 6 hours of behind-the-wheel instruction
- **Note:** After 3 pm on April 1, 2019 the fee will be \$385 (if space is still available)

Class Dates and Times:

- Classes are held 3:35–6:35 pm in **Room D106 at Buffalo High School with Mr. Holtz.**
- A total of 30 hours must be completed and passed **on or before the last day of class**
- *Instructor may announce changes if he/she has a need to revise scheduled dates/times*

(Mon) April 8	3:35 – 6:35 pm	(Wed) April 10	3:35 – 6:35 pm
(Mon) April 15	3:35 – 6:35 pm	(Wed) April 17	3:35 – 6:35 pm
(Mon) April 22	3:35 – 6:35 pm	(Wed) April 24	3:35 – 6:35 pm
(Mon) April 29	3:35 – 6:35 pm	*(Wed) May 1	3:35 – 6:35 pm
** (Tue) May 7	3:35 – 6:35 pm	(Wed) May 8	3:35 – 6:35 pm

***Parent and Student Safety Meeting:**

Will be held **Wednesday, May 1, 6:35-8:35 pm at Buffalo High School in Room C-219.** Safe Communities of Wright County and Driver Education staff jointly conduct the class. We strongly encourage a parent or guardian to attend this informative meeting with their son/daughter.

Attendance: 100% attendance and promptness are expected.

Make-Up Session:

One make-up session is scheduled for **Thursday, May 9, 3:35 – 6:35 pm**, in Room D106 at Buffalo High School. Tardies and/or absence from one class must be made-up. Students needing more than 3-hours of make-up time will be withdrawn and the student will need to repeat all thirty hours of the classroom instruction. **The classroom portion of the fee, \$110, and any late registration fee are non-refundable. An additional \$110 fee is required to repeat the classroom instruction.** Check for schedule conflicts prior to registering.

Instruction Permit Test:

The MN Department of Public Safety will be at Buffalo High School in room D106 on **Monday, May 13, 2019 at 3:35 pm** to administer the written instruction permit for those students who are 15 years old by May 13, 2019 **and** successfully met all requirements of Spring B 2019 classroom instruction by the end of class. 14-year-olds will take the written instruction permit at an exam station when they turn age 15.

Further Questions: Call Community Ed, 763.682.8770, or email Kim Carlson kcarlson@bhmschools.org.

(PLEASE TURN TO THE BACKSIDE)

**BHM Community Education Classroom Driver Education
Spring B - 2019 – Registration Form (Page 3)**

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Fee (must be received with registration): Provide credit card info or check payable to Community Education.

- \$360 is for 30 hours of classroom instruction **and** 6 hours of behind-the-wheel instruction.
- **Note:** After 3 pm on April 1, 2019 the fee will be \$385 (if space is still available)

FYI: On the day of the written test for the instruction permit, **Monday, May 13 at 3:35 pm**, each student needs to bring their: 1). CERTIFIED birth certificate, 2). Current school photo identification card or ORIGINAL signed social security card, 3). Check **payable to Wright County Treasurer.**

**Please PRINT Clearly – Return form to BHM Community Education
301 2nd Ave NE, Buffalo, MN 55313**

Class SPDE19B

Student's Legal Name (PRINT) _____
First Middle Last

School attending: _____ Grade this school year _____ (2018-19)

Date of Birth (M/D/Y) ____/____/____ Home Phone Number (____) _____ - _____

Mailing Address: _____
Street City State Zip

Most Common Parent Email Address: _____

Parent/Guardian(s): _____
Name Cell Phone

Parent/Guardian(s): _____
Name Cell Phone

In regards to this student:

Any medical condition that may impair their ability to safely operate a motor vehicle? Yes _____ No _____

If YES, explain: _____

***I am aware of the Parent/Student Safety meeting Wednesday, May 1 at 6:35 pm** Parent Initials: _____

Payment: Check # _____ Cash _____

Card # _____ - _____ - _____ - _____ Exp. Date _____

BHM Community Education Classroom Policies

Driver Education (Page 2)

- 1.) Suspended/truant students may not attend classroom instruction.
- 2.) Students must be in attendance for 30 hours of classroom instruction (State Law for students under 18 years of age) and must be completed/passed on or before the last day of class.
- 3.) Students who have tardies and/or absence from one class should plan to attend the scheduled make-up session. The first scheduled class must be attended.
- 4.) We offer one 3-hour make-up session. Students needing more than 3-hours of make-up time will be withdrawn and must repeat all thirty hours of the classroom instruction. **The classroom fee of \$110 and any late registration fee are nonrefundable. An additional \$110 fee is required to repeat the classroom instruction.**
- 5.) Students who are absent from one class are expected to have the next class assignment done when returning to class as well as the assignment due on the day of the absence.
- 6.) Students should bring class materials (textbook, workbook, manual, black pen, pencil and highlighter) to every class session.
- 7.) Students need to average 70% or higher on assignments, quizzes and tests (indicating they have successfully completed the classroom) and paid the Driver Education class fee in full to receive their INSTRUCTION PERMIT or BLUE CARD.
- 8.) Students with some or all of the assignment not done when corrected with the class will be scored as incorrect.
- 9.) Students cannot use electronic devices during class.
- 10.) Food or drink are not allowed in the classroom or on carpeted areas.
- 11.) There is ZERO TOLERANCE for students with a chemical violation or unlawful action during classroom instruction. Students will be dropped from classroom instruction without a refund.
- 12.) Students should adhere to school campus rules.
- 13.) Please help keep the room, hallways and lavatories clean.
- 14.) The need for disciplinary action could result in expulsion from the Drivers Education program.
- 15.) Students should demonstrate a positive and serious attitude for this rigorous classroom instruction.
- 16.) Students must meet all requirements to pass the classroom instruction.
- 17.) Students should leave the building within 15 minutes after class.

M.S.171.04, subd. 1: The department shall not issue a driver's license to any person who is under the age of 18 years unless the person had applied for, been issued, and possessed the appropriate instruction permit for a minimum of six months.