

CLASSIC TRAFFIC SCHOOL, LLC - CDL Program

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**APPLICATION FOR ADMISSIONS/ENROLLMENT
AGREEMENT**

STUDENT INFORMATION

Student Name: _____

Address: _____

City/State/Zip Code: _____

Telephone: (H) _____ (C) _____ (W) _____

Email: _____

Social Security #: _____

Emergency Contact: _____

Relationship to Student: _____

Telephone: (Primary) _____ (Secondary) _____

PROGRAM INFORMATION

Date of Admission: _____/_____/_____ Program Title: _____
_____ MO. DAY YR

Program Start Date: _____ Anticipated End Date: _____

Full-Time Part-Time: Day: Evening:

Days/Evenings Class Meets: (circle) M T W Th. F Sat. Sun.

Number of Weeks/Months: _____ Total Clock Hours: _____

Total Number of Clock Hours: _____

CLASS SCHEDULE

Classic Traffic School LLC, offers one program, the Commercial Driver License Program (CDL Program). This program provided five (5) days per week and on weekends except for the following holidays as indicated on the calendars: ***New Year's Day; Good Friday; Independence Day (4th of July); Labor Day; Thanksgiving Day; and Christmas Day.***

TUITION BREAKDOWN

Total Cost of **Class A/B** CDL Program Breakdown:

Tuition:	\$5,300
Non-Refundable Registration Fee:	\$100.00
Books/Supplies:	\$150.00
Misc. Expenses:	\$550.00
Testing Fees:	\$450.00
Total Cost	\$6,550.00

TERMS OF PAYMENT

Payment is due in full to Classic Traffic School, LLC prior to and/or on the first day of class. The school does not engage in personal payment plans at this time. However, Classic Traffic School, LLC offers financial aid through Paramount Capital Group in the form of student loans granted based on meeting Paramount Capital Group and Classic Traffic School, LLC's eligibility criteria. Students can also access assistance to pay for the CDL program through CareerSource Southwest Florida. Classic Traffic School, LLC has an agreement in place with CareerSource Southwest Florida to accept students processed through this entity that pays for students to participate in the CDL program offered by Classic Traffic School, LLC. Nevertheless, all students enrolling for the Commercial Driver License Program are entirely responsible for full payment for the CDL program taken at the school. Generally, payment is due in full prior to the beginning of the first class except where the student is with CareerSource Southwest Florida and/or accesses a loan through Paramount Capital Group. Once the loan is secured, students must make the first three months installment payment to Paramount Capital Group as agreed to in their agreement with the funder in order to receive a certificate upon successful completion of

the course. No information will be provided either on the phone or in writing to interested third parties if a release of information is not signed and all tuition obligations are not satisfied.

CANCELLATION AND REFUND POLICY

It is the policy of Classic Traffic School, LLC to ensure honesty and integrity at the highest levels of its operation and to act fairly and judiciously on behalf of its students and other customers. To this end, the following cancellation and refund policy outlines the process and procedures to obtain a refund and/or cancel an enrollment agreement. Every student completing the enrollment process will be provided a copy of this policy.

Rejection: An applicant rejected by the school is entitled to a refund of all monies paid minus the \$100.00 nonrefundable registration fee.

Three-Day Cancellation: An applicant who provides written notice of cancellation for any reason within three (3) business days, excluding weekends and holidays, of executing the enrollment agreement is entitled to a refund of all monies paid, excluding the \$100.00 non-refundable registration fee, \$150.00 books/supplies costs.

Other Cancellations: An applicant requesting cancellation more than three (3) business days after executing the enrollment agreement for any reason and making an initial payment, but prior to the first day of class is entitled to a refund of all monies paid, excluding the \$100.00 nonrefundable registration fee, \$150.00 books/supplies costs.

Withdrawal Procedure:

- A. A student choosing to withdraw from the school after the commencement of classes is to provide a written notice to the designated Administrator of the school. The notice must include the expected last date of attendance and be signed and dated by the student. Students may withdraw for any reason and at any time within these procedures.
- B. If special circumstances arise, a student may request, in writing, a leave of absence, which should include the date the student anticipates the leave beginning and ending. The withdrawal date will be the date the student is scheduled to return from the leave of absence but fails to do so.
- C. A student will be determined to be withdrawn from the school if the student misses seven (7) consecutive instructional days and all of the days were unexcused.
- D. All refund must be submitted within 30 days of the determination of the withdrawal date and is refunded in the manner set forth below.

Tuition refunds will be determined as follows:

Students paying all or any part of the tuition along with other costs and fees will be entitled to a refund of all monies paid, excluding the \$100.00 nonrefundable registration fee and \$150.00 books/supplies costs.

Cancellation after attendance has begun, through 40% completion of the program, will result in a Pro Rata refund computed on the number of hours completed to the total program hours. Cancellation after completing more than 40% of the program will result in no refund.

NOTICE TO STUDENT:

1. Do not sign this agreement before you have read it and if it contains any blank spaces.
2. This agreement is a legally binding instrument. Both sides of the contract is binding only when the agreement is accepted, signed, and dated by the authorized official of the school or the admissions officer at the school's principal place of business and by the student seeking admissions. The signatures of both parties represent this acceptance. Read both sides before signing.
3. You are entitled to an exact copy of this agreement and any disclosure papers you sign.
4. This agreement and the school catalog constitute the entire agreement between the student and the school. Each student will receive a copy of the school's catalog (hard copy or electronic copy) prior to paying any fees, registering for classes and/or paying tuition and other costs.
5. Although the school will provide placement assistance, the school does not guarantee job placement to graduates upon program completion or upon graduation.
6. The school reserves the right to reschedule the program start date when the number of students scheduled is too small.
7. The school reserves the right to terminate a student' training for unsatisfactory progress, nonpayment of tuition or failure to abide by established standards of conduct.
8. The school does not guarantee the transferability of credits to a college, university or institution. Any decision on the comparability, appropriateness and applicability of credit and whether they should be accepted is the decision of the receiving institution. Classic Traffic School, LLC does not currently offer courses for credit. Courses and programs of study are offered on a clock hour basis and results in a certificate of completion awarded to each student that successfully complete the agreed upon course of study. For students registering for the CDL program, a separate road and written examination must be taken as administered by the State of Florida Department of Transportation. Classic Traffic School, LLC will assist students with scheduling these exams once they have successfully completed the Commercial Driver License Program. Furthermore, Classic Traffic

School, LLC will offer the option for students to take the road test with the school.

STUDENT ACKNOWLEDGMENTS:

I hereby acknowledge receipt of the school's catalog dated _____, which contains information describing programs offered, and equipment/supplies provided (if applicable). The catalog is included as part of this enrollment agreement and I acknowledge that I have received a copy of this catalog.

_____ Student
Initials

I have carefully read and received an exact copy of this enrollment agreement.

_____ Student
Initials

I understand that the school may terminate my enrollment if I fail to comply with attendance, academic, and financial requirements or if I fail to abide by established standards of conduct, as outlined in the school catalog. While enrolled in the school, I understand I must maintain satisfactory academic progress as described in the school catalog and that my financial obligation to the school must be paid in full before a certificate may be awarded.

_____ Student
Initials

I understand that the school does not guarantee job placement to graduates upon program completion or upon graduation.

_____ Student
Initials

I understand that complaints, which cannot be resolved by direct negotiation with the school in accordance to its written grievance policy, may be filed with the Commission for Independent Education, Florida Department of Education, 325 West Gaines Street, Suite 1414, toll-free telephone number (888)-224-6684. All student complaints must be submitted in writing.

_____ Student
Initials

CONTRACT ACCEPTANCE

I, the undersigned, have read and understand this agreement and

acknowledge receipt of a copy. It is further understood and agreed that this agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without written agreement of the student and Classic Traffic School, LLC Official. I also understand that if I default upon this agreement, I will be responsible for payment of any collection fees or attorney fees incurred by Classic Traffic School, LLC.

My signature below signifies that I have read and understand all aspects of this agreement and understand that it is a binding agreement carrying legal responsibilities. I further signify that I do recognize my legal responsibilities in regard to this contract.

Signed this _____ day of _____, 20__

Student Signature Date

Signature of School Official Date

REPRESENTATIVE CERTIFICATION

I hereby certify that _____ has been interviewed by me and in my judgment, meets all requirements for acceptance as a student in the (program name) _____ at Classic Traffic School, LLC, as described in the school catalog. I further certify that there have been no verbal or written agreements or promises other than those appearing on this agreement. Both parties agree to the terms specified with the understanding that this enrollment agreement constitute a contract which legally binds both parties to the stated terms.

Signature of School Official Date

STATEMENT OF LEGAL CONTROLS

The following disclosures are required by various state regulatory authorities. For example, Florida Department of Education Independent Commission's certification does not constitute an endorsement of any institution or program. Such certification merely indicates that certain criteria have been met as required under the rules and regulations

implementing institutional and program certification as defined in Chapter 1005, F.S. Classic Traffic School, LLC is registered as a private institution with the Florida Department of Education Independent Commission pursuant to sections 1005 (2), F.S. Registration and licensure is not an endorsement of the institution.

Additional information regarding this institution may be obtained by contacting in writing:

**The Commission for Independent Education,
Department of Education
325 West Gaines Street, Suite 1414, Tallahassee, Florida,
32399-0400
Toll-free telephone number (888)-224-6684.**

In compliance with Florida Department of Transportation and Florida Department of Education [State Authorization Regulation in Chapters 15 A-11 of Florida Department of Transportation Rule, Rulemaking Authority 488.02, F.S.], Classic Traffic School, LLC has made a “good faith effort” in pursuing state authorization from all states and territories within the U.S. A. Classic Traffic School, LLC will continue to monitor developments in state laws in each state in which it enrolls students, and, if authorization or licensure is or becomes necessary, will obtain such additional approvals.

More specifically, Classic Traffic School, LLC and its staff shall not indicate in its programs in any way that it is endorsed by the Florida Department of Transportation (FDOT), except to say that it is licensed. The school shall not utilize advertisements that indicates in any way that the school can issue or guarantee the issuance of a driver’s license or imply that the school can in any way influence the FDOT in the issuance of a driver’s license, or imply preferential or advantageous treatment from FDOT can be obtained.

It is the practice of Classic Traffic School, LLC to ensure that all instructors, before giving driving instruction, ensure that students possess valid learner’s permits issued by the FDOT or another jurisdiction for the purpose of learning how to drive. Classic Traffic School, LLC’s instructors shall sufficiently train students that do not have a “Class E” driver license to better enable such students to safely operate a motor vehicle and shall comply with any and all performance evaluation requirements of FDOT, if necessary and indicated.

Additionally, Classic Traffic School, LLC will ascertain that all vehicles used for instructions have obtained a school vehicle identification certificate from FDOT, unless students sign a waiver to use their personal vehicle. Vehicle registrations shall be carried in the vehicle(s) at all times while driving instructions are being given. FDOT will be notified within ten (10) days when a vehicle is no longer being used by Classic Traffic School, LLC. All

vehicles used by Classic Traffic School, LLC shall have been issued a federally approved safety inspection in accordance with Title 49 of the Code of Federal Regulations, section 396.17 along with a motor vehicle registration by FDOT. These inspection and registration certificates will be carried in Classic Traffic School, LLC's vehicles at all times.

All programs of instruction offered by Classic Traffic School, LLC shall be consistent with and subject to the Florida Uniform Traffic Control Law, Chapter 316, F.S. and the laws concerning licensing of drivers, Chapter 322, F.S. Before giving driving instruction, all instructors will make sure each student has a valid learner's or instruction permit issued by FDOT or another jurisdiction for the purpose of learning to drive. Furthermore, all Classic Traffic School, LLC instructors must possess a valid instructor's certificate issued by FDOT and shall carry such certificate in the instructional vehicle(s) at all time while driving instructions are being given to students.

Classic Traffic School, LLC's policy requires that no person shall perform any instructional duties unless such person(s) meet the qualifications for instructors as provided under Chapter 1005, F. S. This policy also requires the age of every instructor to be at least twenty-one (21) and meet all the standards and requirements of FDOT to obtain and maintain instructional certificate(s). Any and all other local, state and federal requirements will be adhered to by Classic Traffic School, LLC and its staff, students and other customers.

Since Classic Traffic School, LLC is a limited liability corporation; a board of trustees, directors and officers has not been elected. The President/CEO of the school corporation is Peterson Registre.

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