



Classic Traffic School, LLC
CATALOG - VOLUME 3
2021-2022



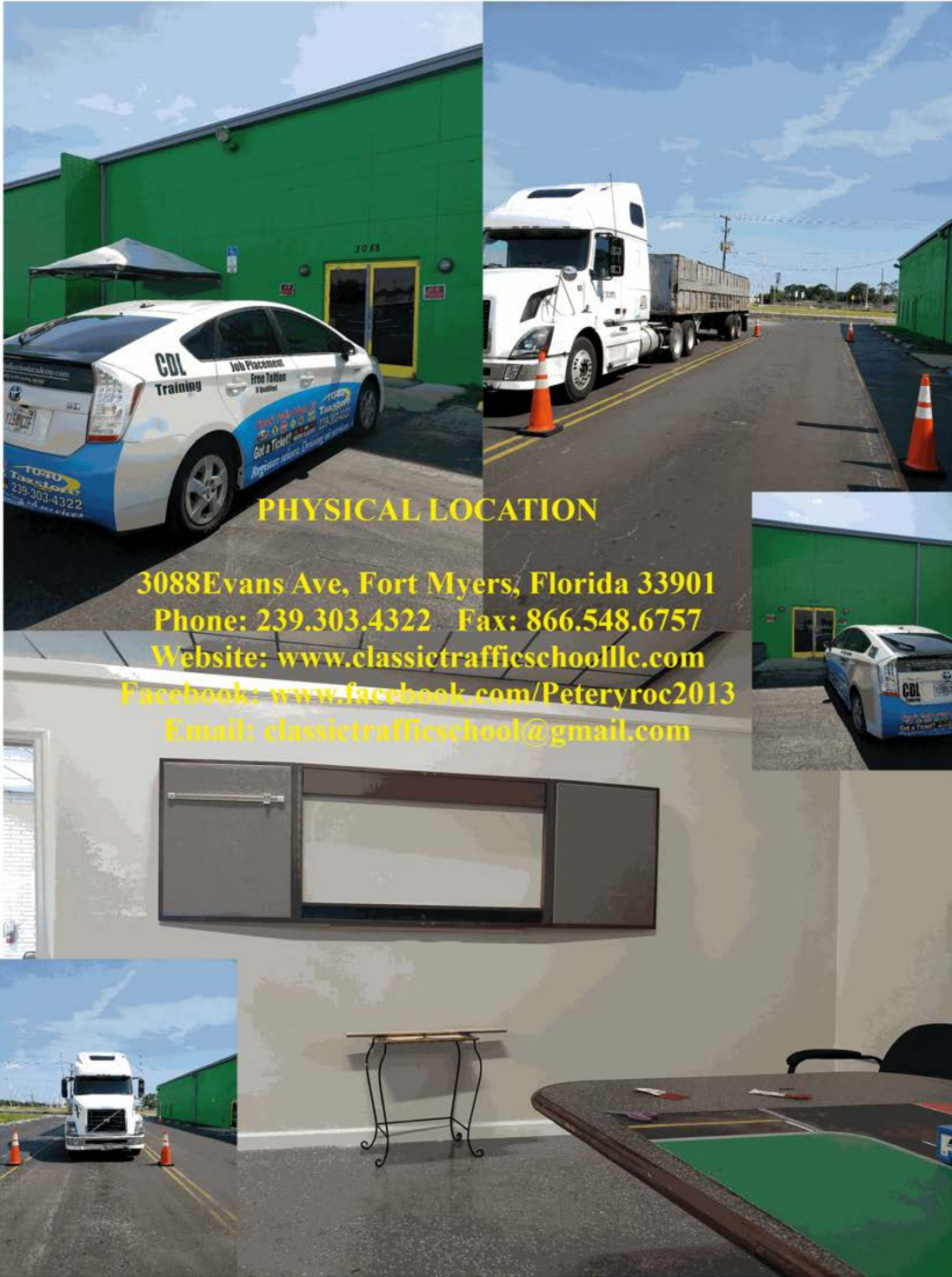
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PHYSICAL LOCATION

3088 Evans Ave, Fort Myers, Florida 33901
Phone: 239.303.4322 Fax: 866.548.6757
Website: www.classictrafficschoolllc.com
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STATEMENT OF LEGAL CONTROLS

The following disclosures are required by various state regulatory authorities. For example, the Florida Department of Education, Commission for Independent Education's licensure or 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.

Classic Traffic School, LLC is registered as a private institution with the Commission for Independent Education. Registration and licensure is not an endorsement of the institution. However, the school will need to be licensed by the Commission for Independent Education prior to commencement offering courses pertaining to the Truck Driving component of the school.

Licensed by the Commission for Independent Education; Additional information regarding the Classic Traffic School, LLC, may be obtained by contacting the Commission for Independent Education, Department of Education at 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll free telephone number (888) 224-6684.

This institution is not accredited by any accrediting body and is not required to be accredited. 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, Classic Traffic School, LLC has made a "good faith effort" in pursuing state authorization from all states and territories within the United States of America. 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 CDL driver's license or imply that the school can in any way influence the FDOT in the issuance of a CDL driver's license, or imply that 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 instructions, make sure that students possess valid learner's permits issued by the FDOT or another jurisdiction for the purpose of learning how to drive trucks. Classic Traffic School, LLC instructors shall ensure that students are sufficiently trained and possess a "Class E" driver's license and meet necessary qualifications to learn to safely operate a truck and shall comply with any and all performance evaluation requirements of FDOT, if necessary and indicated.

All programs of instruction offered by Classic Traffic School, LLC shall be consistent with and subject to the Florida Uniform Traffic Control Law, and the laws concerning licensing

of truck drivers. Before giving truck 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 a truck. 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 times 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. 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.

Classic Traffic School, LLC is a limited liability corporation and Principal of the school corporation is Peterson Registre.

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MESSAGE FROM THE PRESIDENT



On behalf of the faculty and staff it is my pleasure to welcome each student to Classic Traffic School, LLC. We are exceptionally glad that you chose to pursue your truck driver education goals with us. The faculty and staff are committed to quality and dedicated to making sure the truck driver education you receive is among the best and most comprehensive.

Classic Traffic School, LLC is established in the State of Florida to provide students interested in obtaining a commercial driver's license with an exceptional education in the techniques that will keep them safe and secure in any and all possible driving situations. Existing commercial drivers are provided with the opportunity to improve driving skills and become the best and safest commercial drivers on the road. We offer comprehensive classroom instructions, behind-the-wheel-driving instructions, driver observations, refresher courses, road test preparation, and road testing. Our commitment to serving students is embodied in our continued search for new and better ways to meet the commercial driver education needs of our students.

Again, we welcome you on board with us for a fantastic ride regardless of the training package regarding the truck driver education study you choose! I am sure you will find our staff professionally, academically, and compassionately equipped to meet your commercial driver education needs. We get you on the road, back on the road, and we help to keep you on the road.

Wishing you the best and looking forward to serving you at Classic Traffic School, LLC.

Warmest Regards,

Peterson Registre,
Principal

2021 CALENDAR

January							February							March							April						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
3	4	5	6	7	8	9	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
10	11	12	13	14	15	16	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
17	18	19	20	21	22	23	28							28	29	30	31				25	26	27	28	29	30	
24	25	26	27	28	29	30																					
31																											

May							June							July							August						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2	6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7
2	3	4	5	6	7	8	13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14
9	10	11	12	13	14	15	20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21
16	17	18	19	20	21	22	27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28
23	24	25	26	27	28	29															29	30	31				
30	31																										

September							October							November							December						
Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa	Su	M	Tu	W	Th	F	Sa
					1	2	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11
5	6	7	8	9	10	11	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18
12	13	14	15	16	17	18	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25
19	20	21	22	23	24	25	24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31	
26	27	28	29	30			31																				

SCHOOL HOLIDAYS - SCHOOL CLOSED

- New Year's Day 1/1
- Good Friday 4/2
- Memorial Day 5/31
- Independence Day 7/4
- Labor Day 9/6
- Thanksgiving Day 11/25
- Christmas Day 12/25

CLASS SCHEDULES

- Registration/Admissions - Ongoing from January 2, 2021
- New Weekday Classes: Begins Every Monday - Starting January 4, 2021
- New Weekend Classes: Begin Every Saturday - Starting January 2, 2021
- Refresher Classes: Begins Every Monday or Saturday - Starting January 2, 2021

2022

JANUARY							FEBRUARY							MARCH							APRIL						
SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA
						1	1	2	3	4	5	6	1	2	3	4	5	6	1	2	3	4	5	6	7		
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28						27	28	29	30	31			24	25	26	27	28	29	30
30	31																										

MAY							JUNE							JULY							AUGUST						
SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA
					1	2	5	6	7	8	9	10	11	3	4	5	6	7	8	9	1	2	3	4	5	6	7
8	9	10	11	12	13	14	12	13	14	15	16	17	18	10	11	12	13	14	15	16	7	8	9	10	11	12	13
15	16	17	18	19	20	21	19	20	21	22	23	24	25	17	18	19	20	21	22	23	14	15	16	17	18	19	20
22	23	24	25	26	27	28	26	27	28	29	30			24	25	26	27	28	29	30	21	22	23	24	25	26	27
29	30	31												31							28	29	30	31			

SEPTEMBER							OCTOBER							NOVEMBER							DECEMBER						
SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA
					1	2	3	4	5	6	7	8	7	8	9	10	11	12	5	6	7	8	9	10	11		
4	5	6	7	8	9	10	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
11	12	13	14	15	16	17	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
18	19	20	21	22	23	24	23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
25	26	27	28	29	30		30	31																			

SCHOOL HOLIDAYS - SCHOOL CLOSED

- New Year's Day 1/1
- Good Friday 4/10
- Memorial Day 5/25
- Independence Day 7/4
- Labor Day 9/7
- Thanksgiving Day 11/26
- Christmas Day 12/25

CLASS SCHEDULES

- Registration/Admissions - Ongoing from January 2, 2020
- New Weekday Classes: Begins Every Monday - Starting January 6, 2020
- New Weekend Classes: Begin Every Saturday - Starting January 4, 2020
- Refresher Classes: Begins Every Monday or Saturday - Starting January 4, 2020

ADMINISTRATION

Statement of Purpose

Classic Traffic School, LLC's purpose is to make sure that every student desiring to engage in a rigorous commercial driver training program to obtain a Commercial Driver License from the DMV is afforded an opportunity to acquire an exceptional education leading to the accomplishment of this goal. The school is dedicated to using techniques that foster safety and security in any and all driving situations. Also, existing commercial drivers are able to access commercial driver education competencies that engender improved driving skills propelling students to become the best and safest truck drivers on the road. To this end, comprehensive classroom and behind-the-wheel-driving instructions, driver observations, road test preparation and refresher courses are made available to each student.

Mission Statement

Classic Traffic School, LLC's mission is to operate as a provider of exceptional, affordable, and accessible driver training and education. Priority is placed on guaranteeing students that are trained by Classic Traffic School, LLC stand out from other drivers in safety, responsibility, and diligence in observing the rules and regulations of the road. They strive for a lifetime of practicing and demonstrating safe, courteous and responsible driving for commercial purposes.

Vision Statement

Our **Vision** is to become a State-sanctioned producer of safe, responsible, defensive commercial drivers that diligently observe laws and regulations along with demonstrating courtesy, knowledge and alertness on the road at all times. We envision becoming one of the largest, most reliable customer-driven commercial driver servicing agencies in Florida.

School and Department Directory

Classic Traffic School, LLC is located at:
3088 Evans Avenue
Fort Myers, Florida 33901
239-303-4322 Fax: 866-548-6757

We serve the Fort Myers, Cape Coral, Lehigh Acres, Collier County, Labelle, and Port Charlotte areas. Commercial Driver Training Program students will be required to attend classes on-site at the school. Students and prospective students can call 239-303-4322 for further information.

Faculty for Classic Traffic School, LLC comprises two Commercial Driver Training Instructors. Peterson Registre administers the truck driving program and is a certified driver instructor by the Florida Safety Council and holds a CDL license. Bryan O'Brady administers testing to students at the conclusion of the classroom and behind-the-wheel training. Michaelle Sylvester serves as the Administrator; Viviana Torres as the Assistant

Administrator; Erykah Jermisha Pernell as Receptionist; and Ingrid K Echeverria Gomez as Recruiter.

Admission Requirements

Classic Traffic School, LLC offers a commercial driver license preparation course totaling 365 hours leading to a certificate of completion only and is therefore not required to administer a basic skills examination to students who enroll. However, students must meet certain basic requirements to satisfy the Florida Department of Motor Vehicle (DMV) laws. Such requirements can include age, completing steps for First Time Drivers, proof of identification, meet vision standards, pass driver license and learners permit examinations, fulfill court-ordered traffic courses, and the like. In order to register for Commercial Driver Training at the school, which has been licensed provisionally by the Commission for Independent Education, students must be 18 years or older and/or 21 years and older for interstate truck driving. Students must also fulfill all DMV requirements in order to begin driver education, except where the student registers for the Driver Permit Preparation course.

Prospective students can choose to obtain an official commercial driver permit directly from the DMV and then register for the commercial driver license education program with Classic Traffic School, LLC. Students will be required to take and pass the CDL driver permit test administered by the DMV before registering for the Commercial Driver License program. Existing CDL drivers taking remedial or improvement classes must produce a copy of their CDL driver's licensed as part of the registration process. Drivers whose CDL license has been suspended and have been court-ordered to attend traffic school for any reason must produce a copy of the court order and other documentation (proof of address – bills mailed to student or other forms of correspondence letter with date-stamped envelope and social security number) to prove identification. Students must also sign an enrollment agreement as part of the enrollment application process.

Class Schedule

Classic Traffic School LLC, offers one program, the Commercial Driver License Program (CDL Program) that is 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.***

Schedules are set based on an eight week cycle and begins every Monday or Saturday as students register for classes. Weekday classes begin on Mondays and Weekend classes begin on Saturday. Students can register for commercial truck driving instruction at any time by calling the office at 239-303-4322 and/or on campus at 3088 Evans Ave, Fort Myers, Florida 33901.

Tuition and Fee Schedules

Total Cost of the **Commercial Driver License** 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

Tuition is due and payable prior to the first class session. Tuition not fully paid when due will result in discontinuation of lessons until payment is made in full. Records will not be disclosed if outstanding tuition is not paid. Package listed above include the following:

- Commercial Driver Training Program offering comprehensive Commercial Driver Training for Class A and B licenses including classroom, behind-the-wheel along with pre-trip and roadway requirements. Medical and CDL licensure examination fees with books and other materials are also included in the fee structure.

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 Training Program are entirely responsible for paying 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 the 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 and \$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 and \$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:

The following represents the notice provided to students on the enrollment agreement. Each student will be given the opportunity to review each item, ask questions and have these questions answered to ensure understanding of the terms of the contract, prior to the student signing the enrollment agreement. These items will appear in this exact format on the enrollment form.

- 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's 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 Commercial Driver Training 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 Training Program. Furthermore, Classic Traffic School, LLC will offer the option for students to take the road test with the school.

Student Acknowledgement:

Each student enrolling for programs at Classic Traffic School, LLC will be required to acknowledge receipt of the school's catalog and the enrollment agreement by signing a student acknowledgement included in the enrollment agreement. Students will be required to specifically make the following declarations by initialing each item. These items are expressed in the exact manner as represented on the enrollment agreement. Students will be required to initial each item. These acknowledgements are as follows:

- A. I hereby acknowledge receipt of the school's catalog dated _____ which contains information describing programs offered, requirements for participation, 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.
- B. I have carefully read and received an exact copy of this enrollment agreement.
- C. 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.

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

Contract Acceptance

Each student making application and signing an enrollment agreement will be required to sign and date the enrollment agreement signifying acceptance of the contract. Such students will also be required to indicate by signing that the enrollment agreement has been read and understood. The student will be required to acknowledge receipt of a copy of the agreement along with a copy of the school catalog either hard copy or electronic.

By signing the agreement, each student will be required to attest understanding and agreement that the signed agreement supersedes all prior or contemporaneous verbal or written agreements and may not be modified without written agreement of the student and a Classic Traffic School, LLC official. Students will also be required to verify understanding that if they default on this agreement, they will be responsible for payment of any collection fees or attorney fees incurred by Classic Traffic School, LLC.

A student's signature on the enrollment agreement will be understood to signify that they have read and understood all aspects of the agreement and understood that it is a binding agreement carrying legal responsibilities. Students will also be required to further signify recognition of their legal responsibilities in regard to this contract.

Representative Certification

The School Representative interviewing the student will be required to complete a representative certification attesting to the fact that the student has been interviewed by such person and meets all the requirements for acceptance into the Commercial Driver Training Program as described in the school catalog. Staff will be required to further certify that there have been no verbal or written agreements or promises other than those appearing on the agreement signed by both parties and that both parties are in agreement to the terms specified with the understanding that the enrollment agreement constitute a contract which legally binds both parties to the stated terms. The certification will require a signature and date of signing.

Grading System

Students will receive a pass/fail grade and a certificate of completion if required tests/exams are passed with a minimum of 80% score. Students will need to take DMV tests at one of the local DMV office locations to obtain the CDL. Students will also take DMV roadway tests with the local DMV offices and meet the DMV requirements for passing each test taken. However, a licensed instructor is available to accompany students taking the CDL road test.

Definition of Course Numbering System – Commercial Driver Training Program Course Numbering System

Classic Traffic School LLC, course numbering system consists of alphanumeric codes. The course numbering system aids students and advisers in identifying the appropriate course for students. The numbers signify the type of program and the letters identify the course type. Courses are offered as described below and are subject to change based on Classic Traffic School, LLC's needs and in compliance with DMV changes and requirements.

TD001 – Truck Driver 1 – 100 contact hours (Class A)

TD002 – Truck Driver 2 – 150 contact hours (Class A)

TD003 – Truck Driver – 45 contact hours (Class B)

TD004 – Professional Truck Driver Refresher – 10 contact hours (Class A & B)

TD005 – Advanced Professional Truck Driver Refresher – 60 contact hours (Class A & B)

GENERAL INFORMATION

Overall Learning Goals, Objectives and Outcomes

One of the major objectives of the Classic Traffic School, LLC is to ensure eligible students are properly trained to obtain a CDL driver's license in its various categories and classes. Classic Traffic School, LLC seeks to make sure those students studying to obtain a commercial driver's license, for truck driving, receive job placement services. Another objective is to adequately train drivers to observe the correct rules and laws of the road to thereby practice safe driving techniques. We plan to stay current and continuously upgrade our educational services by evaluating existing services and making the necessary changes for continual improvements.

Classic Traffic School, LLC has four main goals and objectives for the Commercial Driver License Program with the corresponding outcomes listed below:

Goal #1 – Become the premier provider of exceptional, affordable and accessible Commercial Driver Training and education in Florida.

Objective #1 – Guarantee students receive exceptional commercial driving education that is both affordable to them and easily accessed through onsite locations throughout the State of Florida.

Outcome #1 – By the end of 2030, at least 10,000 students will be able to access truck driving instruction provided by the school including register and enroll and graduate with follow ups made revealing the exceptional quality of the education received. This is evidenced by the responses on the one-year follow-up surveys sent out to each enrolling student.

Goal # 2 – Ensure Commercial Driver Training Program students trained by Classic Traffic School, LLC stands out from other CDL drivers in safety, responsibility and diligence in observing the rules and regulations of the road with demonstrated courtesies.

Objective #2 – Ensure each student that attends and graduates from Classic Traffic School, LLC understands and practices safety, responsibility and exercises due diligence on the roadways because of the training, received from the staff at the school.

Outcome #2 – A minimum of 90% of all students who graduate from the Commercial Driver Training Program will self-report that they practice safety, responsibility and diligence in observing the rules and regulations of the road as witnessed on the follow-up surveys conducted one year after graduation and complied each year up until 2030 as shown by the results of all surveys administered on an annual basis.

Goal #3 – Encourage, inspire and train Commercial Driver Training Program students to strive for and practice a lifetime of safe, courteous, and responsible driving at all times while driving commercially.

Objective #3 – Make sure every student enrolling and attending the Commercial Driver Training Program is encouraged and inspired to practice safe, courteous and responsible driving at all times and practices such on a daily basis.

Outcome #3 – Students will be asked to self-report and give permission to have employer report on their commercial driving practices at least one year from graduating the truck driving program. Results from the surveys will show that at a minimum, 95% of the students training through Classic Traffic School, LLC practice safe, courteous and responsible driving on a daily basis as evidenced by the survey results administered and compiled.

Goal #4 – Become accredited by the Accrediting Commission of Career Schools and Colleges (ACCSC) so as to operate within an accountability framework that provides well developed programs that prepare students for the roadways and grow the school appropriately and responsibly.

Objective #4 – To put in place standards that comport with ACCSC’s principles and procedures in order to make sure the school is operated at a high level and its infrastructure is sound and equitable meeting all legal and moral standards that promote integrity to the communities served.

Outcome #4 – By the year 2030, Classic Traffic School, LLC plans to be fully accredited by ACCSC as evidenced by the certificate, annual dues paid to the commissioning entity and the standards developed to meet accrediting standards.

Description of Commercial Driver License Program

Classic Traffic School, LLC offers the following program through a mixture of classroom instructions and behind-the-wheel commercial driver license training using state of the art video, simulations, and instructional materials coupled with certified instructors to provide the best commercial driver learning experience to students. To ensure students are able to obtain an operator’s license in commercial driving, the following courses are offered. The Commercial Driver License program is licensed by the Commission for Independent Education.

Students registering for Class ‘A or B’ Commercial Driver License training can expect to receive a mixture of classroom and behind-the-wheel training. The purpose of such training is to make sure each student completing the program graduate with the skills, knowledge, and experience that major transportation corporations seek. Students first learn about the federal and state rules that apply to truck and cargo transportation including safety regulations.

Students learn about the technical and operational aspects of driving semi-trucks, full-sized buses, and other types of large trucks which require a class A and/or B CDL to operate. Technical information is comprised of how to maintain driver logs, read maps, plan trips and conduct pre-trip safety inspections of vehicles that are used for each trip. During the hands-on portion of the training, students can expect to be put behind the wheel of a full-sized 18 wheeler in order to learn shifting techniques, turning maneuvers, safely backing up and observing the rules of the roadway.

Students participate in actual practice driving to develop truck driving skills while accompanied by a licensed training instructor. Students are given every opportunity to master the use of required trucks prior to taking the Florida Class ‘A and/or B’ CDL test given by DMV. Extensive time is spent on the behind-the-wheel portion of the training. Some of the specific skills covered are focused on: gear shifting and vehicle control; backing up, parking and docking; loading and unloading; highway and city driving; and defensive driving.

Prerequisites

Students enrolling in the Commercial Driver License Program must be at least 18 years of age and hold a Florida Operators license. In order for students to take the CDL license exam and obtain a CDL license, they must in certain circumstances obtain a current medical examiner’s certificate. There are some variances to this which includes vision, skills performance, diabetic waivers, and/or other exemptions. The type of commercial motor vehicle the student desires to drive dictates the nature of the medical document required. Drug and alcohol testing is required for Class A and B licenses.

Additionally, the DMV considers driving record from personal motor vehicle history prior to the issuance of a CDL license. Issues such as revocation, cancellation, and suspension can disqualify students from obtaining a CDL license. Students under 21 are restricted to intrastate operations only. Intrastate operation means the student can only drive with the State of Florida until reaching the age of 21.

Instructor Information

Currently, Classic Traffic School, LLC employs one Commercial Driver Training Instructor – Peterson Registre who holds a CDL along with a Commercial Driving Instructor’s License and three years of experience teaching students to drive commercially. The school also has one Driver Tester, Bryan Brady who holds a Third Party Examiner Certification for CDL testing.

The school offers a Commercial Driver License Program for students seeking to obtain Classes ‘A’ and ‘B’ licenses, as well as for those students who want a refresher course to continue their truck driving careers. **The Commercial Driver Training Program is licensed by the Commission for Independent Education.**

At the completion of the Commercial Driver License Program, students take the Commercial Driver License test for the appropriate license (Class A and B) with the Florida Department of Motor Vehicles and/or through the Classic Traffic School, LLC testing site. Classic Traffic School, LLC does not provide a license, degree, and/or diploma at the completion of these courses. **Students receive a Certificate of Completion stating that the Class A or B program was successfully completed.** If students elect to be given the road test by Traffic Classic School, LLC, students who pass are provided documented evidence of passing the road test. Students are then responsible to take the road-test passing document to the Florida Department of Motor Vehicles to be issued the CDL license. **Effective February 7, 2020**, Classic Traffic School, LLC is required to register with the U.S. Department of Transportation Federal Motor Carrier Safety Administration (FMCSA) Training Provider Registry (TPR). Once this occurs, Classic Traffic School, LLC will begin transmitting electronically the training certification information for each student that successfully pass the CDL program. FMCSA will transmit electronically the training certification information to the State Driver Licensing Agency (SDLA) as proof the CDL applicant has completed training to taking the State-Administered CDL skills test.

Course Description

Two hundred and fifty (250) contact hours of instruction is provided over a two (2) month period for the Class ‘A’ and ‘B’ CDL and is broken down into two programs (Truck Driver 1 and Truck Driver 2). Students registering for the forty-five (45) contact hours Truck Driver Class ‘A’ and/or ‘B’ reviews and updates skills required for professional truck drivers only – those with prior experience as a truck driver and who already possess the Class ‘A’ or ‘B’ CDL. This course is specifically geared towards verifying that the student is able to drive professionally including possessing competency regarding State of Florida CDL standards, driver safety, and other regulations.

The ten hours professional truck driver refresher is geared toward verifying that the CDL driver has pass experience and is capable of performing as a professional truck driver. Each student must possess either a Class ‘A’ or ‘B’ CDL to attend and reviews as well as sharpen those standards, safety measures, and driver requirements that companies expect of professional drivers. The advanced professional truck driver refresher consisting of sixty contact hours is intended for CDL professionals seeking to review and hone competencies regarding State of Florida’s CDL standards, driver safety, air brakes, combination vehicles, log books, trip planning, and matters relating to customer relationship skills.

The elements of the instructions that are covered includes basic operation of a commercial motor vehicle, safe operating practices, vehicle maintenance, roadway laws and regulations, and other non-vehicle activities. Classroom training is the first part of the course and will set the tone for the behind-the-wheel training which follows the classroom activities. Courses are offered on an ongoing basis and new students taking weekday classes can begin on the Monday after registration/enrollment is completed – whereas weekend students can begin on Saturday following the completion of the registration/enrollment process. **Courses listed are just that, courses featured in the Commercial Driver License Program and do not constitute separate programs.** Specific beginning and ending dates will be advertised to the general public via brochures and other means.

TDO01 – Truck Driver 1 – 100 contact hours (Class A & B)

- TD002 – Truck Driver 2 – 150 contact hours (Class A & B)
- TD003 – Truck Driver – 45 contact hours (Class A & B)
- TD004 – Professional Truck Driver Refresher – 10 contact hours (Class A & B)
- TD005 – Advanced Professional Truck Driver Refresher – 60 contact hours (Class A & B)

Student Services/Job Placement

Classic Traffic School, LLC is committed to improving the professional driving opportunities available to students graduating from the Commercial Driver Training by working with each student to develop a plan for employment and success. This program is offered at no cost to the students. While student success is one of our primary goals, Classic Traffic School, LLC cannot and does not guarantee employment to students; nor should students consider the job placement services as implying directly or indirectly that students are guaranteed placement in employment after graduation.

However, a great deal of effort is made to ensure students get the assistance they need to plan, develop, and manage a professional truck driving career. To this end, Classic Traffic School, LLC will partner with trucking companies, employment services, job board entities and professional recruiters (career advisors and job placement specialists) and the graduates themselves who have the skills employers are seeking. Prior to graduation, at least one four-hour session will be geared towards teaching students job search techniques and introducing students to various avenues they can pursue to secure a job. Classic Traffic School, LLC plans to offer instructor-led advising as an ongoing service to students. These services will also include the invitation of representatives from trucking companies, employment services, and other entities to speak with students about the interviewing/application process along with industry trends.

POLICIES AND PROCEDURES

Attendance Procedures

The purpose of this attendance policy is to assist truck driving students in fostering responsibility and reliability which are necessary for successful careers. Recognition for course completion is contingent upon attendance. Therefore, students must attend the classes for which they registered. Students are expected and required to attend classes regularly and in compliance with satisfying course requirements unless an unforeseen emergency occurs and/or the student made prior arrangements with the instructor to make up time lost during the absence. Most courses are time-related and therefore require students to attend classes for specified amounts of contact hours.

A student who is absent for more than 15% of the contact hours for a course will not pass the course and will have to make up the hours missed in order to obtain a Certificate of Completion. Students missing 15% or more contact hours will be offered the opportunity to make up the differential at a later date (placement in the next course segment is not guaranteed). A Completion Certificate will be granted to students once all contact hours have been successfully completed. Absences may be excused but the student is still responsible to make up the hours missed.

Excused absences include illness or injury (of the student or immediate family members – parents, siblings, grandparents, others living in the home); death in the immediate family; religious holidays; and/or court-ordered appearances. Students will be required to provide proper documentation and notify school within a reasonable time (same day illness/injury/death, etc. occurred). Proper documentation includes doctor and/or hospital verification record; death certificate and relationship established to the deceased; court documents; etc.

Students who do not attend any classes for the program, for which there is a registration, will not be granted a Completion Certificate. Students can refer to the enrollment agreement signed during the application process for cancellation policy.

Satisfactory Academic Progress Policy

Students are given a weekly grade. Satisfactory progress is considered to be a (GPA) of 80% or higher. Any student falling below 80% average will be placed on academic probation for one week and will be dismissed if they do not show satisfactory progress within the second week. The final GPA must be 80% or higher in order to be eligible to receive a Certificate of Completion. All work must be completed as required in order to receive a grade. Make up work may be allowed on a case -by -case basis. Students who experience difficulty in understanding a subject should request assistance from the Instructor. Classic Traffic School, LLC will provide, within reason, additional assistance to ensure that each student is successful. There will be no extra charge for tutorial, or make up. After 160 hours of training there will be an evaluation by the Instructor to determine if the student shall continue or be dropped from the course. The student cannot exceed 160 hours without the approval of the Principal. If the student is approved for additional hours those hours cannot exceed 365 hours. The instructor to student ratio shall be one instructor to every 12 students for classroom training and one instructor for every four students for field training in order to ensure ample attention is given to each student and to facilitate the success of students.

Credit for Prior Learning and Transfer of Credit to Other Institutions

Students coming from other educational institutions are not required to submit certificates from that institution even if such certificates are part of a required program.

Classic Traffic School, LLC does not offer credit units for courses taken.

Credits are also not accepted by this school from other institutions.

However, Completion Certificates are provided to students that successfully complete the Commercial Driver Training Program and to the DMV. Students leaving Classic Traffic School, LLC to attend another institution for a Commercial Driver Training Program can request a copy of all records for courses completed at the school.

Transferability – Classic Traffic School, LLC does not offer credit hours and cannot transfer credits to other institutions. Students will be responsible to confirm whether or not credits for courses taken will be accepted by another institution of the student's

choice. Certificates of Completion will not be provided for courses not completed and/or have an outstanding balance due for such courses.

Enrollment Agreement

All students enrolling for the Commercial Driver License Program with Classic Traffic School, LLC must sign an enrollment agreement before beginning classes. The enrollment agreement comprises topics regarding tuition and fees, billing, refund, attendance, payment options, and other matters concerning enrollment. Students can contact our office staff to discuss enrollment procedures.

Payments and Release of Records

Classic Traffic School, LLC does not grant degrees, credit hours earned, or licenses in its Commercial Driver License Program. A Certificate of Completion is released to students who successfully complete the Commercial Driver License Program for which the student enrolls. Payment is due prior to the beginning of the course and records are released to students upon completion. Students that owe any part of the tuition due will not be given a Certificate of Completion until full payment is received. Students entering into a loan agreement with Paramount Capital Group must make at least three agreed upon payments to Paramount Capital Group prior to graduation in order to receive the Certificate of Completion.

Grievance Policy and Procedure

In accordance with the Classic Traffic School, LLC's mission and vision statements, the school will make every attempt to resolve any student complaint that is not frivolous or without merit. Complaint procedures will be included in new student orientation thereby assuring that all students know the steps to follow should they desire to register a complaint at any time. Evidence of final resolution of all complaints will be retained in school files in order to determine the frequency, nature, and patterns of complaints for the institution.

The following procedure outlines the specific steps of the complaint process:

1. The student should register the complaint in writing on the designated form provided by Classic Traffic School, LLC within 60 days of the date that the act which is the subject of the grievance occurred.
2. The complaint form will be given to the school's designated Administrative Representative.
3. The complaint will be reviewed by administration and a response will be sent in writing to the student within 30 days of receiving the complaint. The initial response may not provide for final resolution of the problem but will notify the student of continued investigation and/or actions being taken regarding the complaint.
4. If the complaint is of such nature that it cannot be resolved by the administration, it will be referred to an appropriate agency if applicable.
5. Depending on the extent and nature of the complaint, interviews with appropriate staff and other students may be necessary to reach a final resolution of the complaint.
6. In cases of extreme conflict, it may be necessary to conduct an informal hearing regarding the complaint. If necessary, the administration will appoint a hearing

committee consisting of one member selected by the school who has had no involvement in the dispute and who may also be a corporate officer, another member who may not be related to the student filing the complaint or another student in the school, and another member who may not be employed by the school or related to the school owners. The hearing will occur within 90 days of committee appointment. The hearing will be informal with the student presenting his/her case followed by the school's response. The hearing committee will be allowed to ask questions of all involved parties. Within 15 days of the hearing, the committee will prepare a report summarizing each witness' testimony and a recommended resolution for the dispute. The School's Administration shall consider the report and either accept, reject, or modify the recommendations of the committee. Classic Traffic School, LLC' President shall consider the report and either accept, reject, or modify the recommendations of the committee.

7. Students must exhaust the institution's internal complaint process before submitting the complaint to the school's accrediting agency and/or licensing body, if applicable.
8. Additional information regarding the Classic Traffic School, LLC may be obtained by contacting the Commission for Independent Education, Department of Education at 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll free telephone number (888) 224-6684.

Privacy Policy

Accessing and reviewing educational files is a right guaranteed to students. The school principal must receive a written request from students in order for them to review their file. Supervised access will be granted to students who submit a written request to review their educational file within five business days of the request. Any third party request for information will require written authorization from the student. Classic Traffic School, LLC requires a release form be completed for each third party request of information. Classic Traffic School, LLC provides access to student records without written consent to its accrediting agency, the United States Department of Education, the State Licensing Agency, and any other school official. The institution maintains a record of all release forms and requests for information.

Safety Program

Keeping students safe while they are in the classroom or on the road for one-on-one driving lessons is extremely important to Classic Traffic School, LLC. Because such a high value is placed on safety and one of our key principles is teaching truck driving students to drive safely on the roadway, the school has developed and implemented a safety program. Students can take steps to ensure safety in the classroom and while operating a truck. The steps that students can take include but are not limited to:

- For in classroom safety, review fire, medical, hurricane, tornado and other types of disasters emergency procedures posted in the classroom and be prepared to respond as necessary.
- Review emergency exit routes and know the location of fire extinguishers in the classroom.
- Watch for any hazardous situations and ensure they are reported to the administration as quickly as possible.

- Safety while receiving driving instructions during behind-the-wheel instructions is extremely important to us. Students must use seat belts, observe all rules of the roadway, and follow the instructions of the instructor carefully.
- Other measures are put in place to ensure student safety while receiving truck driving instruction.

Students with Disabilities

Classic Traffic School, LLC does not discriminate and complies fully with the Americans with Disability Act of 1990 as amended from the Rehabilitative Act of 1973 as well as with other federal and state disability nondiscrimination laws. No student will be subject to discrimination on the basis of his/her disability, be excluded from participation in any course she/he is eligible to take, and/or be denied benefits. We pledge to ensure that every student with disability is given an equal opportunity to access the benefits, rights and privileges of Classic Traffic School, LLC's services, programs and activities in the most assimilated setting that is appropriate to the student's needs.

Reasonable accommodation is provided to qualified students with disabilities in order to ensure equal opportunities for every student. Reasonable accommodation is defined as making a realistic modification or adjustment that ensures qualified students with disabilities have equal access to programs and services offered by the school. Reasonable accommodation as provided under the law includes but does not limit removal of barriers of access of the physical property or programs, academic adjustments like modification of academic requirements, policies and procedures, and auxiliary aids, such as taped texts, interpreters, readers and other similar services and actions.

Requesting Special Accommodation

It is the policy of Classic Traffic School, LLC that reasonable accommodations are made for students with disability as a matter of right. To ensure that the school does not discriminate against students with disability, reasonable and obtainable modifications will be made to academic requirements that are necessary to guarantee there is no discrimination or these requirements do not have the effect of discriminating against students with disabilities. Accommodations and alteration of academic programs cannot be made if such alteration would fundamentally change the nature of the program, cause undue hardship on the school, or jeopardize the health and safety of others. Limitations of the student's specific disability must be specifically addressed through reasonable request.

Registration of Students with Disabilities

To find out if Classic Traffic School, LLC can accommodate students with disability, students must contact the administrative office to discuss what reasonable accommodation, if any, can be arranged. Students must have documentation verifying disability status. Accommodation requests should be made as far in advance as possible. Reasonable accommodations will take effect once students have self-identified themselves, applied for admission, submitted the required documentation, and received a letter stating the type of accommodation that has been approved. No retroactive accommodations are offered.

Testing Services

Classic Traffic School, LLC offers students assistance with the road test required for the Commercial Driver License. A licensed instructor will accompany the student to the road test appointment if students elect to test on an off-site facility. Otherwise, students may elect to test on-site with Classic Traffic School, LLC who is approved/contracted by the State of Florida Highway Safety Division of Motorists Services to administer the CDL road test. Testing preparation classes are also available to students for pretest licensing (CDL Lerner's Permit). The Commercial Driver License Program leading to the commercial driver license is licensed by the Commission for Independent Education.

Internet and Wireless Student Access

Classic Traffic School, LLC does not provide computers in the classroom for students to use for personal purposes. Computers are equipped to instruct students and provide assimilations of the lessons pertaining to the Commercial Driver License.

CODE OF STUDENT CONDUCT POLICY

Introduction

A code of conduct for students is essential to ensure students understand the expectations of Classic Traffic School, LLC. It is important that truck driving student behave with respect, integrity, and courtesy in all school-related activities. One of the primary reasons for the Student Code of Conduct policy is to protect Classic Traffic School, LLC, students and its property from damages due to student misconduct.

Students are expected to behave responsibly and to adhere to Classic Traffic School, LLC's rules, policies and procedures. Students are also required to observe all federal, state and local laws and guidelines. The Code of Conduct provides an overview of conduct that is not permitted along with appropriate discipline to students that act in violation of the Code. It is critically important that students are aware that law enforcement authorities may hold them accountable for acts that violate laws and the Code of Conduct. Classic Traffic School, LLC has an obligation to make decisions that protect the safety and well-being of the truck driving students and school.

Since the spectrum of student misconduct is very broad, this Code of Conduct is not meant to be exhaustive in its definition of impermissible conduct. Rather, it is intended to make students aware of the behavioral standards by which each student must be governed. Student misconduct that occurs on Classic Traffic School, LLC property falls under the jurisdiction of the school. Disciplinary actions may be taken in conjunction with charges that may fall under a criminal purview. The school will enforce disciplinary actions for any impermissible conduct as defined in this Code of Conduct.

Student Violations of Law

Any misconduct of a criminal nature will be immediately reported to law enforcement authorities if such misconduct is committed while the student(s) is on school property. Proceeding will also commence, if the student(s)' misconduct is also in violation of this Code of Conduct policy. Actions may be taken against the student through the legal system

if the misconduct renders the school a victim of illegal act. Actions for misconduct of a student engaged in school activities while off the premises may be taken if the conduct constitutes a sizeable menace to safety and/or security of the school or if it poses a threat to undermine the truck driving educational process.

A designated member of the administrative team is responsible to investigate all student misconduct in violation of this Code of Conduct but does not constitute a criminal offence. All student misconduct of a criminal or potentially criminal nature will be investigated by law enforcement officers. The school's administration shall take actions deemed essential, legal and appropriate within the scope of authority granted by Classic Traffic School, LLC regarding the violation in order to protect property and/or persons on the school premises. The school and its staff will cooperate fully with law enforcement officials in all respects applicable to ensuring suspects are apprehended, evidence is preserved, victims are aided and any other needed aspect of each case. Reports of all violations will be prepared by the investigating staff as well as a written statement from non-staff claimant shall be required whether or not the violation is reported to law enforcement officials.

Possible Types of Violations

Academic Dishonesty – cheating, fabricating and/or plagiarism are considered academic dishonesty and will constitute a violation of this Code of Conduct and may be subject to disciplinary actions.

Alcohol – students who drive on school premises while under the influence of alcohol or whose behaviors indicate intoxication from alcohol shall be in violation of this Code of Conduct and may be subject to disciplinary actions. In addition, students who possess or use alcohol in any area of the school premises and/or in unauthorized public areas; sell, distribute, deliver, use and/or provide alcohol to others who are under the State of Florida's age requirement of 21 shall be in violation of this Code of Conduct and may be subject to disciplinary actions (school/law enforcement).

Illegal Drugs – Students purchasing, distributing, delivering and/or selling substances that are considered "controlled or dangerous substance" in accordance with the State of Florida Criminal Code including having drug paraphernalia shall be in violation of this Code of Conduct and may be subject to disciplinary actions (school/law enforcement). Students, who use, sell, deliver, distribute, purchase or consume prescription drugs that are legally prescribed for another person and came from a licensed pharmacy shall be in violation of this Code of Conduct and may face disciplinary actions. Also, students who drive on school property and display behaviors of intoxication while under the influence or stemming from any illegal or controlled substances shall be in violation of this Code of Conduct and may face disciplinary actions including law enforcement involvement.

Disruptive Conduct – students who knowingly, intentionally and/or carelessly violate disciplinary sanctions, cause physical and/or psychological harm including reasonable apprehension of such harm; and who commits offenses on or off the premises that cause others to be in danger shall be construed as violating this Code of Conduct. Furthermore,

students who give or provide false information from and/or keep back requested information from administrative personnel investigating a violation shall be in violation of this code and may be subject to disciplinary actions. Additionally, any student who verbally and/or physically causes obstruction and/or disruption of teaching, research, administrative proceedings including programs, events, functions, and/or activities as well as the freedom of expression of others shall be in violation of this Code of Conduct and could face disciplinary actions.

Failure to Comply – students are required to comply with directives of school personnel acting in the performance of their duties and must also provide identification when requested to do so. Any failure to comply with school personnel directives shall be construed as a violation of this Code of Conduct and may be subject to disciplinary actions.

Gambling – while on school premises, students shall not engage in games of chance for money and/or other things of value and shall not gamble in any form; to do so, shall constitute a violation of this Code of Conduct and students may face disciplinary actions.

Harassment/Stalking – students shall refrain from engaging in any form of intentional and/or reckless threats and/or apprehensions whether physical, psychological, or verbal in nature, which could cause harm to anyone. Students must not engage in behaviors that threatens, intimidates and/or that is hostile or offensive in any way including stalking, pursuing, humiliating, following, and/or contacting by any means and shall be in violation of this Code of Conduct – if any of these areas are violated – disciplinary actions may follow.

Student Sexual Violence/Sexual Harassment – students shall be in violation of this Code of Conduct and be subject to disciplinary actions including law enforcement involvement if any form of harassment occurs. Violations may include jokes, slurs, and/or other verbal, graphic, or physical conduct relating to an individual's sex, pregnancy, sexual orientation, color, race, age, national origin, religion, disability, marital status and/or any other protected status. Also included are any sexual acts occurring without consent of another person or when the other person is unable to give consent because of disability, alcohol and/or drug intoxication.

Furthermore, students shall not engage in any form of sexual violence including rape, sexual assault, sexual battery and/or sexual coercion; conduct of a sexual nature that is intimidating, hostile, or offensive to Classic Traffic School, LLC's staff and/or other students in an educational and/or working environment; unwelcomed sexual advances or requests for sexual favors, inappropriate sexual or gender-based activities, comments, gestures, and/or other forms of verbal, physical conduct and/or communications that constitute sexual harassment; sexual harassment and assault are prohibited by federal and state law as well as by Classic Traffic School, LLC.

Fire and Safety – students are prohibited from:

- Damage to, removal of and/or tampering with any fire safety systems, firefighting equipment, and/or other emergency warning equipment.

- Intentionally and/or recklessly burning and/or setting fire to any property owned by Classic Traffic School, LLC;
- Initiating a false report, warning, and/or threat of fire, explosion, and/or other emergencies.

Property/Facility – student shall not steal, damage, deface and/or misuse Classic Traffic School, LLC’s and/or any other person’s property. Students shall not enter the premises unlawfully (building, classroom, and school grounds). Pets are prohibited as well as smoking in unauthorized area – to do any of these constitutes a breach of this Code of Conduct and may expose students to disciplinary actions including law enforcement involvement.

Disciplinary Measures

Classic Traffic School, LLC may take one or more of the following actions against students found to have violated one or more of the Code of Conduct:

- *Expulsion* – permanent disbarment from the school.
- *Suspension* – separated from courses for a period of time.
- *Restitution* – responsible to pay for and/or replace damaged property and/or compensate for losses incurred due to violation.
- *Law Enforcement Involvement* – for any illegal activity (known or perceived).

Students are encouraged to become familiar with the school’s Code of Conduct and to act in a responsible manner reflecting positive behaviors that do not constitute any breach and/or violations of school, local, state and/or federal laws.

Description of Physical Facility and Equipment

Classic Traffic School, LLC’s CDL training facility is located at 3088 Evans Avenue, Fort Myers, FL 33901. The School is in a lease-to-own contract with FYUTAB LLC property owner (located at 2040 Virginia Avenue, Fort Myers, FL 33901 under the auspices of Krise Commercial Group, LLC). The structure is a 5,949 square feet building with four units located at 3086-3092 Evans Avenue, Fort Myers, FL 33901:

- Classic Traffic School, LLC Commercial Driver License Program occupies unit 3088 utilizing indoor space totaling 2,731 square feet.

The facilitate at 3088 Evans Avenue comprises one classroom, computer area, office, teacher room, lunch/break room, two restrooms (male/female separated), prayer room, and a storage room. The class room is fully equipped with all necessary equipment and supplies to facilitate classroom learning. The classroom space is adequate to meet program demands and the learning environment is safe, sanitary and comfortable. Classic Traffic School, LLC secured outdoors space totaling approximately 4,500 square feet o to facilitate reversing, parallel parking, 90 degree turns and ally dock maneuvering. Hands-on driver training is conducted on the roads where students are carefully and skillfully instructed to drive and respond to situations that are real. The school owns two trucks and a school bus that makes teaching the full CDL program possible and effective.

Contact Information:

Address: 3088 Evans Avenue, Fort Myers, Florida 33901

Phone: 239.303.4322; Fax: 866.548.6757;

Website: www.ClassicTrafficSchoolllc.com

Facebook: www.Facebook.com/Peteryroc2013

Email: classictrafficschool@gmail.com