Chemeketa Community College

Driver Education Program

Parent and Student Handbook
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To Students:
Welcome to Chemeketa Community College’s Driver Education Program! This pamphlet will provide information about our program and serve to bridge the gap between you, the classroom, the in-car instructor, and your parent/guardian in order to provide you with a positive learning experience.

It is likely you have a strong interest in the many benefits a driver’s license offers. Be aware this course is not designed to merely help you obtain a license. Rather it is our goal to help you to acquire a set of low risk driving behaviors that will hopefully serve you for a lifetime of crash-free driving.

However, this course cannot guarantee that you will be a good driver. Your personality, emotions, responsibility, attitudes, and perceptions play a vital role in the type of driver you will become. Chemeketa’s job is to provide you with the needed cognitive, physical, and social skills necessary for you to become a conscientious, productive, and cooperative low risk driver. Your job is to commitment to incorporating the skills provided. How seriously you integrate these skills will directly affect your level of success.

To Parents/Guardians:
This pamphlet has been designed with you in mind. Your student, the classroom instructor, the in-car instructor, and you will work closely for the next few weeks. We want this class to be a positive and productive experience that will hopefully result in your student acquiring safe driving patterns and habits that will last a lifetime.

The increasing complexity on today’s roadways requires an increase in the driving skills of motorists, each of whom share in the responsibility to handle vehicles safely. Parents of teenagers enrolled in driver education (DE) want to assist their students in perfecting the mental, social, and physical driving skills they are learning. But that can be difficult if you, the parent or guardian, are not familiar with program policies, risk reduction concepts, appropriate in-car procedures, or the newest Oregon State driving laws.

This pamphlet outlines some components of our DE Program. In it you will find:

- An overview of the course
- Answers to frequently asked questions about our program policies
- Information to help your child become a low risk driver in our high-risk world

A successful driver education experience is a cooperative partnership of students, parents, and teachers. You can assist by becoming involved in your teenager’s learning experience. You are not expected to replace the DE teacher but can help the instructor with supporting and encouraging your student to become a low risk driver.

Talk about and support the DE program, provide practice driving time at home, and encourage your student to develop the skills, attitudes, and habits that will make him/her a low risk and highly aware driver.

General Information
Course Fee:
The cost of the course is currently $280 fee for students with an Instruction Permit under 18. The fee is $500 for adult (over 18) students with a permit or any student with a license. If a student gets their license and/or turns 18 before he or she is finished with the final drive an additional fee of $220 is required before the DE certificate is issued. The course fee and any additional cost that accrue during the course must be paid before a certificate will be issued.

Refund Policy:
Students may receive a complete refund of the course fee if they withdraw during the 2 weeks of the class (during the first week during summer term session). There may be exceptions due to illness or certain emergencies to be determined by the Driver Education office.
Special Needs:
If a student has a learning problem, physical handicap, health issues or other concerns that might affect his/her progress, this information should be communicated to the teacher immediately. Health/Medical forms are provided to note specific situations to inform the instructor. Parents should contact the instructor early in the course to note special situations. If accommodations need to be made, please contact our office to see about disabilities services.

Integrated Classroom and In-car Instruction:
This DE course is a 3-phase program: Classroom instruction, In-car instruction, and Home-practice driving in the family vehicle. Our course is designed and structured with student mastery in mind. The Oregon Driver Risk Prevention Curriculum contains 10 modules/units to cover within the 34-35 hour classroom phase. The modules are as follows:

Chapter 1: Uniting Driver & Vehicle
Chapter 2: Knowing Where You Are
Chapter 3: You Are In Control
Chapter 4: Find, Solve, Control
Chapter 5: You Control the Intersection
Chapter 6: Space Management
Chapter 7: The Science of Driving
Chapter 8: Creating Open Space
Chapter 9: Create Control
Chapter 10: Putting It All Together

Module concepts are first introduced and practiced in the classroom, then applied to an in-car lesson and finally put into practice in the family vehicle. As students’ progress through the modules, concepts become more complex by building on to previously learned concepts. Attendance is crucial to student success.

Excused Absence:
While attendance is mandatory, it is recognized that illness or other necessary absences may arise. If excused absences result in fewer than thirty (30) hours of attendance during the course, the student will be required to make a class time at another location to meet the required (30) hour minimum. If the child does not make up the time it will result in a failing grade and will not receive a certificate.

Upon the first day of returning from an absence, it is the responsibility of the student to confer with the teacher to determine the work that needs to be made up.

Tardiness:
Tardiness is arriving late to any of the classroom session. If you are more than 5 minutes late it will be rounded up to 30 minutes late. If for any reason your time adds up to missing more than 4 hours of classroom time you will have to make this time up.

*Please note that instructors can give extra assignments for tardiness and for being absence*

No Show & Late Fees:
Instructors plan on driving with two to three students during a scheduled driving session. It is not advisable for instructors to drive with only one student nor is it our school policy to do so. Therefore, it is a major inconvenience when students do not arrive for their scheduled drive. When a student fails to show up for a scheduled drive or fails to notify an instructor 24+ hours prior to an absence, he or she will be charged a $40.00 cancellation fee and will be required to pay that fee before the next scheduled drive can occur.
Student Text Books:
Students are required to textbooks: Playbook and Partnership Book. Both textbooks are yours to keep. The Oregon Driver Manual is distributed to students during the first class session. It is a summary of the laws and rules that apply to all persons who drive a vehicle in Oregon State. Throughout the course, students will be required to read specific sections to parallel other course work. Students are expected to read, comprehend and indicate gained knowledge from the manual on tests, discussions, and in their driving performances.

*Please note that other textbooks may be used in class at the teacher’s discretion*

Course Syllabus:
Each student will receive a course syllabus on the first day of class. While recognizing individual differences, students are required to complete 100 percent of all course work. Students are expected to complete all homework assignments and assigned readings.

Entrance Tickets:
These tickets will be given to students to take home and bring prior to the next class. These exams are based on concepts and activities from the lesson presented the previous day and on homework assignments. Studies show that students learn best when they are given the opportunity to forget and then later recall information. For this reason it is vital that the student attend each classroom session and complete each homework assignment as scheduled on the course syllabus.

Exit Exams:
At the conclusion of each module a competency test is usually given to assess student achievement over specific concepts. These concepts are derived from the texts, class discussions and activities, the Oregon Driver Manual, videos, PowerPoint presentations and other handouts. This test is a combination of multiple choice and short answer essay questions, and 80% minimum competency is required to pass any one test. Students receiving less than 80% on any test will need to reread, restudy and retake that exam. All competency tests must be passed in order to complete this course. “Pop” quizzes may be used throughout the course to determine student achievement and to check if homework was read.

Behind-The-Wheel Instruction:
This phase of the course is designed to provide the student with actual driving experience for those skills he/she learned in the classroom phase. Students must have their instruction permit with them during each drive lesson and will be required to show the permit to their instructor before they are allowed in the driver’s seat. At no time will a student be allowed to drive without having the instruction permit with them.

The amount of time spent in the instruction vehicle is determined by the needs of the student and his/her level of performance. However, our course requires they spend a minimum of 6 hours behind-the-wheel driving, and 6 hours in the back seat observing, for a total of 12 hours in the vehicle. In some instances more driving time may be required in order for the student to attain an acceptable level of driving performance. In-car lesson requires students to participate as a driver (behind-the-wheel) and as an active observer/passenger.

Driving lessons are designed for two students at a time and will be planned according to the minimum schedule of six 2-hour lessons: 60-minutes actual drive time & 60-minutes observation time, for a total of 12 hours in the vehicle. The 6th drive also includes the new DMV drive assessment. This will allow DMV to waive the drive test for eligible students. (All other DMV rules apply to getting your license.)

Students must complete the required classroom assignments prior to each driving lesson. The student will be expected to attend the scheduled lesson or notify their DE instructor 24+ hours in advance and reschedule a new drive time. If a student fails to show or give advance notice of a cancellation a fee is charged. (See above.)
Assigned Home Practice:
At the conclusion of each driving lesson the DE instructor will provide the student with an “In-car Lesson Route & Record” form. On that form you will see what skills have been performed during that lesson, the level of performance as well as suggestions for student practice. That form must be signed by the parent and returned to the DE instructor before the next scheduled driving lesson. Providing opportunities for your student driver to practice these specific behaviors will improve student performance and increase the likelihood that he/she will positively incorporate these newly learned skills.

Every effort will be made to complete the BTW portion during the current classroom enrollment session. However, due to large enrollment, car availability, and scheduling conflicts, some students may need to complete this phase after the next classroom session has begun.

** Please be aware that Oregon law prevents a DE student to complete the final drive before the 35th day following the first day of class. Also, the final drive must be completed within 180 days of the first class. **

Course Completion Certificate:
Upon successful completion of classroom and in-car instruction, the student will receive a certificate of completion from the DE instructor. If for any reason you need a replacement certificate it will cost $7, and will take up to 5-7 days to be replaced.

One hundred percent of all classroom assignments, test, and projects must be completed with an 80% or better prior to the last scheduled day of class (unless drive lessons are scheduled to be completed after the last scheduled day of class).

Student Conduct:
Appropriate sets of both attitudes and manners are necessary. (This is probably the most important requirement of the course.) Contained therein should be concern of self-discipline, good work habits, courtesy to others, respect for authority, and a positive outlook. Responsibility plays an important role in this course. Irresponsible people do not belong on our roadways. Each student will be advised orally and in writing at the beginning of class about these expectations. Whether a student meets the expectations will be strictly his/her decision. Additionally, each student driver must be prepared to accept the responsibilities and consequences for that choice.

Removal from the Driver Education Program:
Students will be dropped for our DE program with a “Fail” grade for any of the following:
- Excessive tardiness
- Excessive absences
- Failure to complete assigned work
- Cheating (whether sharing answers or receiving answers)
- Being under the influence of alcohol or any other illegal drugs during any of the instructional phases
- Misuse of Driver Education Equipment
- Repeated and willful violation of traffic laws

Parents and Guardians Can Help:
Take an early interest in the progress of your student. Please impress upon your new driver that the illegal use of a vehicle carries severe consequences. When such violations are observed, the student will be removed from the DE course. The Oregon State Patrol, the DMV and DE instructors all recognize the importance of practice driving opportunities for the learner. Thus, we require that you provide opportunities for your student driver to practice.
Talk with your teen driver about his or her progress in both the classroom and the in-car phases throughout the course.

There are several ways to help your teen driver during and after the course:

- Set a good example when you drive.
- Keep your student accountable for assigned course work and attendance. Ask for, review and sign off on every in-car lesson.
- Provide a vehicle for practice sessions.
- Plan each session based on the suggestions sent home by the teacher.
- Reinforce the skills taught by the Driver Education teacher. If differences come up please contact the instructor for clarification.
- Make sure the student is familiar with all controls and safety devices in each of the family vehicles.
- Remain calm! A soft, steady voice is most helpful.
- Do not assume your teenager knows what you want them to do, but rather explain beforehand what is expected.
- Give all directions clearly, calmly and well in advance of the maneuver.
- Be ready to assist with verbal steering guidance as well as guidance well in advance of potential trouble.
- When riding in the passenger seat, remember you are technically the licensed responsible driver of the car! Make sure you are always scanning the driving scene and are ready to react to any driving situation.

Expect your student to make mistakes. Separate physical errors (turning the wheel too soon) from mental errors. Look for positive situations to make positive compliments.

After your student has completed the course:

- Recognize that your teen has developed beginning level skills.
- Provide a minimum of 50 hours of supervised driving practice prior to securing an Oregon State Driver’s License.
- Take your teen to obtain a license only when you feel the time is right.
- Arrange for the teenager’s use of the family car (or his/her car) and then discuss the limitations of its use through the use of a contract agreement.
- Set ground rules in order to provide the opportunity for students to demonstrate maturity and responsibility:
- Require that your teen and all passengers use seatbelts (It’s the law!)
- Insist that your teen controls the speed of the vehicle (It’s the law!)
- Require your teen to observe curfews (It’s the law!)
- Know your teenager’s friends and their driving habits.
Frequently Asked Questions:

Q: Why is there a charge for getting my license before finishing driver education?
A: ODOT pays $220 toward the cost for every student under the age of 18 who takes the class before getting their license. They will not pay if a student gets his or her license before completing the class, so by getting a license, the student assumes the responsibility of paying the remaining portion of the tuition.

Q: Can more than one person be the adult when my child is practicing at home?
A: Yes, more than one adult may be involved in providing supervised driving practice. It is important, though, that all adult supervisors give consistent (not contradictory) direction to the student.

Q: What is the best way to document home driving practice?
A: The best way to document home driving practice to fulfill the 300 minutes required for the Driver Education class is to use the Chemeketa Community College Driver Education – Student Driving Log. Use this form to document all student practice driving from the first day of class until the student’s last drive with the instructor. Remember, Behind-the-Wheel sessions with the instructor are not to be included in the 300 minutes. To document student driving practice time for DMV, use the form found in The Oregon Parent Guide to Teen Driving.

If further clarification is needed, please contact:

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