



# DRIVER EDUCATION APPLICATION

## Application period:

### Summer 1 & 2

May 7<sup>th</sup> – June 4<sup>th</sup> (or until full)

### Summer 3

May 7<sup>th</sup> – July 16<sup>th</sup> (or until full)

## Included inside:

- Application process/instructions
- Schedule
- Application
- Program overview
- Assumption of risk
- FERPA Release



**Location:** 4000 Lancaster Drive NE Salem, OR 97305 Bldg. 5 Rm. 264

**General Information:** 503.584.7541

[go.chemeketa.edu/drivered](http://go.chemeketa.edu/drivered)

# Application Process

## Application Deadline and Confirmation

Applications will be accepted:

Summer Session 1 and 2: May 7<sup>th</sup> – June 4<sup>th</sup> (or until full)

Summer Session 3: May 7<sup>th</sup> – July 16<sup>th</sup> (or until full)

Once applications have been received and reviewed, you will receive a confirmation email. Typically within 1-2 business days from submitting your application.

## Step-one: Complete the Driver Education application forms

Review and complete the following forms – a valid permit is required at the time of registration to take the program

- Driver Education application form (applicant signature is required, even for someone under 18)
- Valid permit copy
- Program overview/agreement
- Assumption of risk/permission to participate
- FERPA release

## Step-two: Submit completed forms

Submit the completed forms and permit copy to the driver education office one of the following ways:

Scan and email to: [drivereducation@chemeketa.edu](mailto:drivereducation@chemeketa.edu)

Fax to: 503.399.5262

Mail to: Chemeketa Community College

Attn: Driver Education

4000 Lancaster Drive NE

Bldg. 5 Rm. 264

Salem, OR 97305

Applications will be accepted on a first come basis based on **received date** and **complete application** (refer to step one)

Payment is not required at the time of registration. Please see payment section for more details.

## Payment Information: Payments can be made once a confirmation email has been received

**Checks/Money Order:** make payable to Chemeketa Community College and mail to the Driver Education office

**Debit/Credit:** Once you have received a confirmation email that your application has been accepted, payment can be made over the phone at 503.584.7541.

**We accept:**    Visa                    MasterCard                    Discover

## Cost:

**\$205:** for qualifying students with the low/no income subsidy program (**documentation required**)

There is a \$75 State subsidy program making the cost \$205 for applicants that qualify for the Free and Reduced lunch program and/or the SNAP or TANF programs. Show eligibility letter from the school district, from SNAP or from TANF. Home school students can qualify through the school district they are in.

(This benefit applies only to students under 18 years of age and without a license.)

**\$280:** students under 18 (and do not turn 18 during the course) who have only a learner's permit.

**\$500:** students who are 18 (or turn 18 during the course) and have a learner's permit or any student with a driver license or obtain a driver license during the course.

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# Driver Education Summer Course Dates

## Summer Session #1:

Course Dates: June 20th - July 16th  
Course Days: Monday through Thursday  
Drives will complete on/after July 24th

Locations	Times
Chemeketa Salem Campus	8 - 10:30 am
Chemeketa Yamhill Valley	5:30 - 8 pm
Dallas High:	8:30 - 11 am
Silverton High	9 - 11:30 am
Sprague High	9:30 am - 12 pm

## Summer Session #2:

Course Dates: June 13th - July 9th (no class 7/4)  
Course Days: Monday through Thursday  
Drives will complete on/after July 17th

Locations	Times
Chemeketa Salem Campus	8 - 10:30 am

## Summer Session #3:

Course Dates: August 1st - August 23rd  
Course Days: Monday through Thursday  
Drives will complete on/after September 4th

Locations	Times
Chemeketa Salem Campus	9:30 am - 12:00 pm
Chemeketa Yamhill Valley	5:30 - 8 pm
Central High	5:30 - 8 pm
Silverton High	9 - 11:30 am
Sprague High	9:30 am - 12 pm

Summer schedule is still subject to change

# Chemeketa Driver Education Summer 2018 Application Form

The College will use student social security numbers (SSN) for keeping records, complying with federal and state requirements, doing research, reporting, extending credit and collecting debts. You may be required to provide your SSN to the college for compliance with specific federal and state regulations such as applying for financial aid, loans, grant programs and tax reporting requirements. Providing your SSN means that you consent to the use of the number in the manner described. Your SSN will not be given to the general public. You will be issued a Chemeketa student identification (ID) number (K#) to be used as your primary ID. Please note that per OAR 589-004-0400, **if you choose not to provide your SSN, you will not be denied any rights as a student.** Contact Enrollment Services for additional information at 503.399.5001.

1. <b>Chemeketa Student ID (K#)/(SSN)</b> (PLEASE SEE STATEMENT ABOVE ABOUT SSN)																			
2. <b>*Last Name (Legal):</b>					3. <b>*First Name (Legal):</b>					4. <b>MI</b>									
5. <b>*DOB: (MM/DD/YYYY)</b>					6. <b>Age</b>			7. <b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female											
8. <b>*Mailing Address:</b>																			
City:					State:					Zip:									
9. <b>*Parent Information (Name):</b>					10. <b>Student Information:</b>														
Email Address:					Email Address:														
Cell Phone:					Cell Phone:														
Home Phone:					Home Phone:														
11. <input type="checkbox"/> <b>Summer Session 1: 6/20 - 7/16 (no class 7/4)</b> <input type="checkbox"/> Chemeketa Salem Campus <input type="checkbox"/> Silverton High <input type="checkbox"/> Chemeketa Yamhill Valley Campus <input type="checkbox"/> Sprague High <input type="checkbox"/> Dallas High					<input type="checkbox"/> <b>Summer Session 3: 8/1-8/23</b> <input type="checkbox"/> Chemeketa Salem Campus <input type="checkbox"/> Sprague High <input type="checkbox"/> Chemeketa Yamhill Valley Campus <input type="checkbox"/> Silverton High <input type="checkbox"/> Central High <input type="checkbox"/> Stayton High														
<input type="checkbox"/> <b>Summer Session 2: 6/13-7/09 (no class 7/4)</b> <input type="checkbox"/> Chemeketa Salem Campus																			
12. <b>Are you a Citizen of the United States:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No					13. <b>What is your Ethnicity?</b> <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino														
14. <b>Select one or more races to indicate what you consider yourself to be:</b> <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black/African American <input type="checkbox"/> Native Hawaiian/Other Pacific Islander <input type="checkbox"/> White																			
15. <b>Will you have lived in Oregon for the 90 days just prior to the term you begin?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No																			
16. <b>Do you qualify for subsidy:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No																			
I certify that all statements on this application are complete and true.																			
*Applicant Signature X _____ Date: _____ (REQUIRED FOR ALL APPLICANTS)																			
*Parent/Legal Guardian signature is required for applicants aged 17 and under participating in Driver Education:																			
*Printed Name:					*Signature:					*Date:									
_____					_____					_____									
<b>DO NOT USE – OFFICE USE ONLY FOR PROCESSING</b>																			
PERMIT #					REG DATE					PAYMENT DATE									
EXPIRATION DATE:																			
					LEC: _____					<input type="checkbox"/> CK # _____									
					LAB: _____					<input type="checkbox"/> CR <input type="checkbox"/> CASH									

**\* DENOTES REQUIRED FIELDS**

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# Chemeketa Driver Education Program Overview and Agreement

## Refund Policy:

I understand that if the College cancels the entire class, I will get a full refund. **Students who wish to withdraw and receive a full refund should do so within the first 2 classes.** Please contact the office at 503.584.7541 with any questions regarding refunds.

## Program Completion:

I understand that the below requirements must be met in order to receive a certificate of completion

- Attend 30 hours of classroom instruction
- Complete all tests and homework with an average grade of 80% (must get 80% on written final exam)
- Complete 6 hours of behind-the wheel instruction

It is under the discretion of the instructor to pass or fail a student after completing the 12 hours of behind-the-wheel instruction based on possessing the proper behind-the-wheel competencies

- Complete 6 hours of in-car observation
- Turn in a drive log showing at least 5 hours of at home driving practice
- All course materials must be completed within 180 days from the first class to receive a certificate

## Driving Section:

I understand the below requirements and rules regarding the Driving Section of this program:

- Instructor will arrange drive times with students
- Students are required to have their permit or license when driving with instructor (if you show up to a drive without a permit or license, the drive will be cancelled and considered a no show with a \$50 fee)
- A \$50 fee will be charged for missing a scheduled drive time if you did not make arrangements within 24 hours of the scheduled drive
- A \$50 fee will be charged for any retake drives that are needed
- Parents/guardians are responsible for the welfare of the student after the scheduled behind-the-wheel completion time. Please meet your teen promptly after the scheduled drive!
- Additional weekly at home driving practice may be required (in addition to the 5 hours) to reinforce the skills being learned

I understand that there will be an additional \$220 fee if a student turns 18 before completion **and/or** a student does not wait until completion of both the driver education classroom and behind-the-wheel instruction before obtaining a driver's license. ODOT will **NOT** provide reimbursement to the college for adult students and students with a license.

I understand that any student that is 18 or older **or** turns 18 during the course is not eligible for the DMV drive test waiver.

**By signing below, you acknowledge that you read and agree to all the above statements and agree to follow the rules set forth by Chemeketa Community College.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Assumption of Risk/Permission to Participate

As a parent or guardian of said student requesting to participate in the Chemeketa Behind-the-Wheel Driver Education training, I hereby acknowledge that I have read, understood and agreed to the following:

I hereby give my permission for \_\_\_\_\_, to participate in Chemeketa Community College.  
(Student Name) (Print)

Driver's Education Training program at \_\_\_\_\_  
(site location)

Do you have a vision condition or impairment that has not been corrected by glasses, contacts or surgery that affects your ability to drive safely? Yes  No

Do you have any physical or mental conditions or impairments that affect your ability to drive safely? Yes  No

\*If Yes: Describe how this affects your ability to drive safely

\_\_\_\_\_

Do you use alcohol, inhalants, or controlled substances (lawful or unlawful) to a degree that affects your ability to drive safely? Yes  No

\*If Yes: a) Describe how your use affects your ability to drive safely:

\_\_\_\_\_

I understand that if I need an accommodation to participate in driver education due to a documented disability, I need to contact the driver education office as soon as possible to arrange for possible accommodations.

I acknowledge that this activity entails known and unanticipated risks which could result in physical or emotional injury, paralysis or death, as well as damage to property, or to third parties. I understand that such risks simply can't be eliminated without jeopardizing the essential qualities of the activity.

I certify that my child has no medical or physical conditions which could interfere with his/her safety in this activity.

I authorize qualified emergency medical professionals to examine and in the event of injury or serious illness, administer emergency care to the above named student. I understand every effort will be made to contact me to explain the nature of the problem prior to any involved treatment.

In the event it becomes necessary for the College staff-in-charge to obtain emergency care for my student, neither he/she nor the College assumes financial liability for expenses incurred because of the accident, injury, illness and/or unforeseen circumstances.

I have read and understand that the Chemeketa Community College will make every reasonable effort to provide safe learning conditions. I am fully aware of the special dangers and risks inherent in participating in these activities, including physical injury, or other consequences arising from these activities. Being fully informed to these risks, I hereby consent to my child participating in the Chemeketa Community College Behind-the-Wheel Driver Education program.

\_\_\_\_\_  
Signature of student:

\_\_\_\_\_  
Signature of parent/guardian (if child is under 18)

\_\_\_\_\_  
Date (mm/dd/yy)

\_\_\_\_\_  
Work phone:

\_\_\_\_\_  
Home phone:

\_\_\_\_\_  
Cell phone:

**In the event of an emergency, I wish the following person to be notified in case I can't be contacted:**

Individual Name: \_\_\_\_\_ Phone # \_\_\_\_\_

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# STUDENT FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) RELEASE FORM

\_\_\_\_\_  
Student's Name

\_\_\_\_\_  
Student's Chemeketa ID#  
(leave blank if you do not know)

I, \_\_\_\_\_ authorize Chemeketa Community College to release any of my student  
(Student's Name)

records, as defined by the Family Educational Rights and Privacy Act, related to this Driver's Education course *only* to the various State of Oregon agencies, upon their request, who collect the student data regarding this Driver's Education course. The student records may include completion status, grades, test scores, coursework and driver's performance scores.

I understand that this Release Form is for the duration of this Driver's Education Course and the student records generated by this course for their archival period. Furthermore, I agree to hold harmless Chemeketa Community College and its Board Members, Officers, Employees, Volunteers and Agents, for any claim arising out of, or related to, any information provided to State of Oregon agencies as a result of this release.

\_\_\_\_\_  
Student's Signature

If Student is less than 18 years of age, a parent or guardian's signature is required.

\_\_\_\_\_  
Parent's or Guardian's Signature

\_\_\_\_\_  
Parent's or Guardian's Printed Name