



All Provisions and Agreements

Teen Segment 1 Provisions and Agreements

Teen Segment 1 Provisions:

1. Life Driving Academy, LLC (LDA) will provide a minimum of 24 hours of classroom instruction, 6 hours of behind-the-wheel (BTW) instruction, and 4 hours of observation time provided by a certified Michigan Driver Education Instructor.
2. Classroom instruction must be a minimum of 3 weeks in length. Behind-the-wheel instruction shall not begin until the student has received a minimum of 4 hours of classroom instruction. Behind-the-wheel instruction must be completed no later than 3 weeks after the classroom instruction has been completed.
3. Life Driving Academy, LLC (LDA) will conduct the behind-the-wheel instruction in a dual controlled automobile, fully insured, covering each student enrolled in the program.
4. The student must be at least 14 years 8 months of age by the first scheduled day of class (verification by birth certificate or passport is required).

Teen Segment 1 Terms:

1. The parent or legal guardian agrees to pay the total course fee at the time of registration in the form of cash, check or card, unless previously approved for a payment plan by LDA. All class materials are included in the cost. (Does not include cost of Level 1 License)
2. Student's failure to adhere to Life Driving Academy's "Rules of Conduct" could result in termination of the program, regardless of student's progress in the program.
 - a. Parents are expected to be a good role model for their student in regards to driving.
 - b. Parents are expected to pick-up and drop-off their students on-time.
 - c. Students are expected to obey instruction and be respectful towards their instructors.
 - d. We expect students and parents to not swear or use vulgar language towards other students or LDA staff members.
 - e. Students and parents are not permitted to be disruptive to the legal Segment 1 process, or LDA's processes.
 - f. Graffiti or any other property damage is not tolerated.
3. Late | Missed Classroom Session - Students are expected to attend all class sessions. If a student must miss a day, they must make up the class at one of the next available sessions. Students must make-up any and all time missed. All make-up sessions must be completed no later than 3 weeks from the day 12 class session. Any student who misses more than 3 classes:
 - a. may be subject to removal from the program at the student's expense.
 - b. Will need prior management approval to reschedule additional days.

Requirements to Passing the Course:

1. Students must pass the state exam with 70% or higher. If the student fails, they will be given up to 2 additional attempts to pass the test.
2. Students must pass with a "needs Improvement" or higher, all BTW Performance Objectives, per the Driver Education Provider and Instructor Act (DEPIA) at the instructor's professional discretion.
3. Must attend all 24 hours of classes or make-up classes if they were not able to attend all original class dates.
4. Must observe a minimum of 4 behind-the-wheel instruction hours.

Additional Segment 1 Information:

A birth certificate or passport is required to legally attend a Segment 1 class, and it is required in order to participate in drives. If a birth certificate or passport is not provided by the third day of class, the student will be dropped out of class. The student will have the option to reschedule to a different open class with no fee. If a student decides not to reschedule to an open class, but prefers to drop out completely, then normal fees will apply.

Lost or damaged textbook replacement will be charged a \$5 fee.

Fee/Refund Policy of an Entire Class: Payment is required at time of fee is applied, unless otherwise agreed upon with authorized LDA Management. All cancellations must be in writing. "Request for Refund" must be received at 650 Church St, Plymouth MI 48170, or email sent to drive@lifedriving.us from an email address currently on student's account.

- 15 days or more prior to the original class start date a refund, less \$100.
- 14 days or less prior to the original class start date a refund, less \$175.
- 48 hours or less prior to the original class start date a refund, less \$250.
- There is no refund once the student has attended the first day of class.

Rescheduling of an Entire Class: Rescheduling of an entire class must be done over the phone or via email with authorized LDA Management. Rescheduling is not done until the remaining fee(s) are paid, and it can only be done by a parent or guardian listed on their account. Written confirmation of the cancellation must be made.

- 15 days or more prior to the original class start date will incur a \$50 transfer fee.
- 14 days or less prior to the original class start date will incur an \$80 transfer fee.
- 48 hours or less prior to the original class start date will incur a \$145 transfer fee.
- If the entire class is rescheduled after the class start date, a fee will be generated at the discretion of LDA management based on the amount of completed appointments.
- If rescheduled, then cancelled, both fees will apply according to the original situation.

Rescheduling of a Class Session: All rescheduling of a class session must be done over the phone or in person with an authorized LDA staff member. Each reschedule fee of \$15 per session must be paid in order to complete the program. A certified doctors note can be provided in order to waive the fee.

Test Retakes: If a student fails the test and would like to retake it in order to complete the class, there is a \$20 retake fee. The State allows up to 3 attempts to pass the test.

If a student is caught cheating on their test, they will face consequences that may include but are not limited to:

- An automatic fail of that test.
- Immediate dismissal from the class with no refund.

Missing a Scheduled Drive: A \$35 service fee applies to any missed drive, rescheduled drive, or cancellation of a scheduled drive with less than 48 hour's notice. A student who is not in the vehicle when the instructor departs for the lesson is considered a no-show. Any missed drive must be made up to meet the state requirements for behind-the-wheel instruction. For students who purchased Segment 1 packages that included private lessons, no refund will be given for unused lessons. Lessons will be forfeited if not booked within 24 months of the package purchase date. Students or parents are responsible to call and book additional lessons.

Teen Segment 2 Provisions and Agreements

1. Life Driving Academy, LLC (LDA) will provide a minimum of 6 hours of classroom instruction by a certified Michigan Driver Education Instructor.
2. Classroom instruction shall not exceed 2 hours per day.
3. For a student to participate in Segment 2, a driving log must be presented to verify that the student has completed a minimum of 30 hours of driving (including 2 hours at night) with a licensed parent/guardian or a designated licensed adult driver 21 or older. A valid driving permit that has been issued no less than 3 months prior to the class start date, and a signed and completed Segment 2 contract must be provided.
4. Payment must be made at the time of registration in the form of cash, check, or credit card, unless previously approved for a payment plan by LDA. All class materials are included in the cost.
5. A fee of \$15 will be charged for each request for a replacement of a Segment Two Completion Certificate.

Requirements to Passing the Course:

1. Students must attend all 3 classes and be present the entire class duration. No make-up days are permitted.
2. Students must pass the state exam with 70% or higher. If the student fails, they will be given up to 2 additional attempts to pass the test.

Additional Information:

Fee/Refund Policy: Payment is required at time of fee is applied, unless otherwise agreed upon with authorized LDA Management. All cancellations must be in writing. "Request for Refund" must be received at 650 Church St, Plymouth, MI 48170 or email sent to drive@lifedriving.us from an email address currently on the student's account.

- 15 days or more prior to the original class start date a refund, less \$25.
- 14 days or less prior to the original class start date a refund, less \$35.
- 48 hours or less prior to the original class start date a refund, less \$40.

- There is no refund once the student has attended the first day of class.
- There is no refund for Segment 2 purchased within the combo package if not used.
- The purchased Segment 2 package is valid until the student turns 18 years old.

Rescheduling of a Class: All rescheduling of a class must be done over the phone or via email with authorized LDA Management. Rescheduling will not be completed until the remaining fee(s) are paid, and it can only be done by a parent or guardian listed on their account. Written confirmation of the cancellation must be made by the parent.

- 15 days or more prior to the original class start date will incur a \$10 transfer fee.
- 14 days or less prior to the original class start date will incur a \$20 transfer fee.
- 48 hours or less prior to the original class start date will incur a \$30 transfer fee.
- If rescheduled, then cancelled, both fees will apply according to the original situation.

Test Retakes: If a student fails the test and would like to retake it in order to complete the class, there is a \$20 retake fee. The state allows up to 3 attempts to pass the test.

If a student is caught cheating on their test, they will face consequences that may include but are not limited to:

- An automatic fail of that test.
- Immediate dismissal from the class with no refund.

Adult BTW | Teen BTW Drive Provisions and Agreements

Life Driving Academy, LLC will conduct private behind-the-wheel (BTW) instruction with a state certified instructor in a dual-controlled automobile that is fully insured.

Private Drive BTW Terms:

1. The student agrees that they fully meet the physical requirements specified by law for issuance of a motor vehicle operator's license.
2. Before scheduling drives, the student must be able to provide Life Driving Academy with valid and current license information. They must be able to provide a permit or license number, issue date and expiration date. No drives can be scheduled for a date the permit/license is expired or invalid.
3. Students under 18 years old must bring their Level 1 License to each and every day of instruction. Failure to do so will result in the cancellation of the drive with no refund.
4. Students over 18 years old must bring their Temporary Instruction Permit (TIP) or One Penny Receipt to each and every day of instruction. Failure to do so will result in the cancellation of the drive with no refund.
5. The total amount must be paid at the time of registration in the form of cash, check or credit card.

Additional Information:

Fee | Refund Policy: Payment is required at time of fee is applied, unless otherwise agreed upon with authorized LDA Management. A refund (less the amount stated below), will be refunded if a written "Request for Refund" is received at 650 Church St, Plymouth MI 48170 or email sent to drive@lifedriving.us from an email address currently on LDA records.

- Cancelling a 6 Hour BTW package: Refund less \$75
- Cancelling a 10 Hour BTW package: Refund less \$115
- Cancelling a 18 Hour BTW package: Refund less \$205
- Cancelling a 24 Hour BTW package: Refund less \$268

Rescheduling of a Drive: No refund will be given once any instruction has begun. No refund will be given for unused drives. Unused drives will be forfeited if not booked within 24 months of the purchase date.

Missed Scheduled Drive: A \$50 reschedule fee is charged for canceling a private lesson with less than 48 hours' notice. If the student fails to arrive to a scheduled drive with no notice, or is more than 15 minutes late, there will be no refund or reschedule of the appointment. It will be forfeited. LDA holds the right to override this policy with a fee. If LDA management agrees to this, the fee must be paid in order to reschedule.

No lessons can be scheduled until the account is paid in full.

Media Release Policy

By enrolling in any program or course offered by Life Driving Academy LLC (LDA), the student (or the parent or legal guardian, if the student is a minor) grants Life Driving Academy LLC (LDA) permission to record, photograph, and use the student's voice, likeness, or image for promotional and educational purposes. This may include, but is not limited to, use on social media platforms, the Life Driving Academy LLC (LDA) website, printed materials, digital content, and other marketing or advertising channels.

If a student, or in the case of a minor, the parent or legal guardian, wishes to opt out of this media release, notification must be provided to Life Driving Academy in writing prior to the start of the program or course.

COVID Terms

We are concerned for the mental, physical, and financial health of those that want to and do not want to wear masks, take a vaccine, etc.

Life Driving Academy LLC (LDA) will adhere to all State of Michigan Driver Education Section COVID mandates and will hold students and parents to do the same. LDA does NOT adhere to student's or parent's personal mandates that they consider should be enforced upon or by LDA. We will take into consideration all concerns from students and parents. Please do not continue registering if you believe you will not be able to follow LDA's COVID Terms. You are registering for an in-person class and doing drives with two other people in the vehicle, that may or may not hold to the same COVID opinions as yourself. You must be willing to follow all State of Michigan Driver Education Section COVID mandates and any additional mandates from LDA and restrain from trying to enforce your own mandates.

1. LDA holds the right to add any additional safety measures it deems necessary to protect its students, staff, the company, and the families of all parties.
2. LDA reserves the right not to adhere to any demands from students or parents that exceed the State of Michigan mandates.
3. If a student or parent is concerned that an LDA staff member may have COVID, LDA will follow State procedures set forth for the Drivers Education industry, not other industry standards. LDA holds the right to reject any demands that are not in cooperation with the State of Michigan Driver Education Section.
4. Any student or parent that has caused unrest due to their unwarranted demands that are outside of the State of Michigan Driver Education Section mandates, we hold the right to terminate the student from the program with no refund.
5. If a student or staff member is coughing, sneezing, or any other symptoms that you believe may be COVID related please let us know. Do not assume it is COVID, we will immediately take corrective measures to assure the safety of all parties. If you assume it is COVID and cause unrest among the student or staff and your findings turn out to be false, we hold the right to terminate the student from the program with no refund.
6. Any late canceled drives due to COVID concerns by the student, parents, or LDA will incur a fee and will be reversed only if the COVID concern results with a positive result of the party involved in the concern with proof of a doctor's note. If the drive was cancelled and, in the end, there was no merit, then student will pay the fee. If they decline to pay the fee LDA has the right to terminate the student from the program.

Please refrain from registering at LDA if you are not willing to follow all State of Michigan Driver Education Section COVID mandates and any additional mandates from LDA.