



PRECISION DRIVING SCHOOL LLC
3945 Okemos Rd, Suite A5, Okemos, MI 48864
State of Michigan Provider Certificate P000766
Office Hours: Tuesday 1p-2p, Thursday 11a-12p; Phone Hours: 9 am to 430 pm (517) 881-0990
Email: info@precisiondrivingschoolllc.com Web: precisiondrivingschoolllc.com

Segment 2 Pre-Registration and Payment Instructions (For the Okemos Class Location)

These forms and instructions are for the **Okemos High School Class location.**

Please Read carefully. State of Michigan requires **all** the information on the pre-registration form. **DO NOT LEAVE BLANKS!** If you're not sure on how to answer something call us or send us an email. We will be glad to assist you. Office Phone: 517-881-0990; Email: info@precisiondrivingschoolllc.com

Please print clearly, If we cannot read the phone number or email, then we cannot contact you if there is a problem with your registration and your teen will not be enrolled into the class.

Registrations are taken in order they are received. **We cannot reserve a place in class for your student until a Proper Completed Pre-Registration and Payment is received.** Do not wait until there are a few days left to apply for a class. Class sizes are limited by law.

*****State of Michigan requires attendance for every class and has specific rules regarding missed classes. If a class is missed, that class must be made up in the next Segment 2 session. If the student misses more than 1 class, then the student must start over in a future session. Be sure your student is available for every class of the session you want. There is no refund for missing too many classes.*****

On the Pre-Registration form where it is asking Class Session Number and Month; and Class Start Date. This information is found on our website: www.precisiondrivingschoolllc.com on the Segment 1 page (Okemos Class Location) where the class offerings are.

*****Please Note: Include the Full Name of the student including their middle name. If there is no middle name, then write "None" in the space.*****

*****Please Note: You must include your teens LEVEL 1 LEARNERS LICENSE NUMBER. It is found on their Level 1 License. Your student CANNOT be enrolled into class without the number on the Registration/Contract nor can they be verified eligible for the class with the State of Michigan!*****

Please Note: There are 2 separate areas of this Pre-Registration form. Please complete all the information it is required.

1. Teen and Parent information
2. Accommodations/Medical Conditions information
3. Teen and Parent signatures and dates: **Make sure both PARENT AND TEEN signs and dates the form.**

The credit card/debit card payment sheet. **This sheet only needs to be completed and sent in if paying by credit or with debit card.** It is not needed if paying by cash or check or money order.

How to send us your completed pre-registration form and payment.

1. Mail it to: Precision Driving School LLC, 3945 Okemos Rd, Suite A-5, Okemos, MI 48864
2. Or use the drop box located at the front door of our residence: 8321 Round Lake Rd, Laingsburg, MI 48848.
3. Or completed pre-registration form credit/debit payment form can be emailed. **(Be sure both Parent and Student signed the Pre-Registration form).** Email address is: info@precisiondrivingschoolllc.com
4. Or you may call our office to pay with credit/debit card or make arrangements to pay by cash at (517) 881-0990. But you must still complete the Pre-Registration form and send it in.
5. **The student is not considered enrolled or guaranteed until all completed information and payment is received.**

*****If emailing the Pre-Registration and payment forms: Free phone apps like Genius Scan makes it easy to turn any document into a pdf file.*****

Welcome to our program and we look forward to having your teen in class.



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TEEN SEGMENT 2 PRE-REGISTRATION

Classroom & BTW Location: Okemos High School, 2800 Jolly Rd, Okemos, MI 48864

Please Note: State of Michigan requires all the information below Must have student's Full Name and Level 1 Learners License Number. Do not leave blank answers. We will send an email confirmation after everything is received. Please Print Clearly:

Class Session Number and Month. (Example, Session 1 January) _____ Class Start Date _____
See Website Segment 2 Page Okemos) (See Website Segment 2 Page Okemos

Name of Student _____
Full Name on Birth Certificate) First Middle (No Initials, if no middle name, write None in the space) Last

Date of Birth _____ Age _____

Required Student's Level 1 Learners Driver's License Number: (Ex D-900-000-000-000) _____

Address _____ City _____ Zip _____

Name of Parent/ Guardian _____ Home/Cell Phone _____

Parent/Guardian Email for class confirmation (**Print Clearly**): _____

SEGMENT 2 REQUIREMENTS

1. **The Student must have held their Level 1 License for at least 3 continuous months. Student must present their Level 1 License on the first day of class to the instructor for verification.**
2. **The student must have 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. The driving hours must be recorded on a drive log. The student must present their drive log on the first day of class to the instructor for verification.**

ACCOMMODATIONS/MEDICAL CONDITIONS

1. Does the student require any special accommodations to participate in the classroom phase (e.g., test being read to them, an interpreter, seating arrangements, etc.)? Yes _____ No _____
 If yes, please explain: _____

Student Signature _____ **Date** _____

Parent/Legal Guardian Signature _____ **Date** _____

Precision Driving School LLC *KAR* _____ Date _____

REFUND POLICY

If you decide to withdraw from the course before its completion, your refund will be based on the following prorated schedule:

1. Credit/Debit card fees are nonrefundable.
2. Prior to first day of class full tuition minus \$30.00
3. On the first day, before or after the class starts, no tuition will be refunded.



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**TEEN SEGMENT 2 TUITION PAYMENT FORM
 OKEMOS HIGH SCHOOL LOCATION**

1. Registration/Tuition Fee:
 - a. \$75.00 cash, money order or credit/debit card
 - b. No Checks
2. Submit this form for credit card payments only.
3. Do Not submit this form if paying by cash, check or money order.
4. **After all completed registration and payment is received you will receive an email confirmation for the class.**

We Do Not maintain any of your credit/debit card information. After payment is processed this form is destroyed.

** If paying by credit card, please complete the following information
Card Type: <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> Discover <input type="checkbox"/> AMEX
Cardholder Name (as shown on card):
Card Number:
Expiration Date (month/year):
Cardholder ZIP Code (from credit card billing address):
CWV Code (3-digit code on back of card. Amex has 4 digits):

I, _____ authorize Precision Driving School LLC to charge my credit card above for the agree agreed upon charges. I understand that this is a one-time charge.

Customer Signature: _____ Date: _____

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