



# Freedom Driver Education, ODOT-Approved Teen Driver Course

**Provider/Instructor:** Pamela Cromwell, DMV-certified, ODOT-approved

**Office Phone/Cell:** 503-744-7555

**Office Address:** 720 2nd Ave., Seaside, OR

**Service Area:** Seaside/Astoria/Warrenton

*This is a state-approved driver risk reduction course that awards to eligible students a Certificate of Course Completion from the Oregon Department of Transportation (ODOT).*

## **Course Fees**

Payment is due no later than the 3rd day of classes. Payments are non-refundable.

Standard Fee: \$299/student

Low-Income Fee: \$215/student (must show proof of eligibility)

Sibling Discount: 10% for second+ child enrolled at the same time

Rescheduling Fee / Repeat Lesson: \$45

## **ODOT Certificate of Course Completion**

Drivers under 18 who complete the ODOT-approved driver education course do not have to take an additional driving test at the DMV. The certificate may also qualify you for an insurance discount. Your student is eligible for a certificate if they meet ALL of the conditions below:

- 1.) valid Oregon learner's permit before first class,
- 2.) student completes at least 30 hours of classroom instruction, 12 hours of driving lessons, and at least 5 hours of parent-guided lessons within 180 days of start date,
- 3.) student completes the course before turning 18,
- 4.) student achieves a passing grade for the course.

Students 18+ or with an out-of-state-permit may take this course but will not receive an ODOT certificate. School certificates of completion will be provided for teens (under 18) with out-of-state permits; this certificate meets driver education requirements for WA. Students seeking an OR license while taking the course on an out-of-state permit will be not be exempted from DMV licensing tests.

## **Parent Obligations**

**Online Learning:** Parents should set up a "classroom" environment where the student will not be distracted by other people or activity in the home. Parents should supervise student conduct in completing assignments and online exams/quizzes. Collaboration is not discouraged, but students must complete and submit their classwork themselves. If your student has learning difficulties, you may need to provide extra support by reviewing their study with them, helping them talk about classroom concepts and preparing them for the BTW lesson.

**Driving Lessons:** In addition to the 12 hours of driving lessons with an instructor, students must receive at least 5 hours of driving lessons with a parent or adult. Any licensed driver over 21 can supervise these practice lessons. Parents will receive a WORKBOOK describing the exercises their student is learning. Please follow the lesson instructions provided.

**Practice Lessons** and supervised driving experience are not the same thing. Supervised driving experience should be recorded on your DMV log; you will need at least 50 hours to apply for a license. Practice Lessons should be recorded in your course WORKBOOK; you will need at least 5 hours to complete the course.

**Questions or Concerns:** Your student's safety and comfort is very important, and you are strongly encouraged let me know if there's a problem, so that I can fix it. As I am self-employed and not contracted by any agency, I am my own complaints department. If you have questions, concerns, complaints or suggestions related to your student's experience in class or behind the wheel, please talk to me about it. I am happy to address the matter, and I am always striving to improve my service. Freedom Driver Education is an independent business licensed by the DMV, and it is an ODOT-approved provider of the Oregon teen driver safety course. If you believe Freedom Driver Education is failing to comply with state rules and regulations (Division 15 and Division 160), you may report the violation to DMV Third Party Programs at 503-945-6049.

### **Classroom Standards & Exams**

Minimum Standards:

- 30 hours present in live online classroom
- 65% overall grade (classroom participation score)
- 80% written final exam
- 80% btw exam

Students may have two attempts to pass the finals. Students who do not pass the written exam on the second attempt may retake it after auditing 10 hours of classroom instruction in the next class (at no extra charge). Additional drive evaluations (BTW final exam) are \$45. Students who fail the course due to low participation may repeat hours and assignments in the next course.

**Presence** (minimum 30 hours): Students must connect online via Zoom and maintain a live video and audio connection for the full class period. A student may be counted absent or partially absent if the instructor finds they have been off camera, engaged in non-class activity, or is unable to respond when called upon.

**Participation** (minimum 65% overall grade): Students must use the driver education Google Classroom for each class meeting. Students must complete and submit satisfactory work at the end of each class period. Participation is measured and reported in Google Classroom; parents can view student progress by asking their students to show their classwork.

**Absences:** Parent/Student should notify the instructor if a student will be absent. Students are required to complete study activities on their own prior to the next class. This includes reading, watching videos / presentations, and completing worksheets or quizzes. A student who does not complete missing assignments may be INELIGIBLE for BTW lessons until the work is complete and that lesson may be subject to a rescheduling fee.

**Withdrawal / Incomplete:** Students who withdraw from a course or don't complete 30 hours may transfer to the next course seating and pick up where they left off. For course completion, student must meet all requirements within 180 days of start and before turning 18. No course may be completed in fewer than 35 days.

**Classroom Conduct:** When the instructor is giving a presentation, do not work on something else. Listen and watch. Follow instructions. Participate in group discussion. The instructor will tell you when to focus on a worksheet for taking notes or when to take a quiz. Unless otherwise directed, your full attention should be on the presentation. Students are required to respect the learning process as well as the privacy and safety of other students and the instructor. During class students will not create distractions or obstructions to the learning and teaching process. Students may be blocked/expelled from the class (without refund) for disruptive behavior, sharing online meeting IDs/passwords with unauthorized guests, or harassment of other students or the instructor.

### **Behind The Wheel (BTW) Lessons**

Minimum: 12 hours BTW

Students will complete 8 driving lessons in teams of two or three. Each lesson is 90 minutes (45 driving, 45 observation). Students are expected to demonstrate their knowledge of skills introduced in classroom lectures the previous week. During observation, students in the back seat must participate in the lesson.

**Repeating a Lesson:** Students who fail a driving lesson (unable to perform required maneuvers) may be asked to repeat a lesson. A \$45 fee will apply. If a parent declines to schedule a repeat lesson, please be aware that failing a lesson could put the student behind schedule in training and they may not receive the full BTW curriculum.

**Starting Location:** Astoria cinema parking lot (primary location)

For some courses, alternative locations may include: Warrenton Community Center, Warrenton Costco parking lot, Astoria Tapiola Park Road parking lot.

**End of Lesson:** Parents are responsible for picking up students on time or arranging for a safe and sheltered place for them to await pick-up. If parents need an alternative location for pick-up/drop-off, please ask the Instructor if accommodations can be made. Instructor is not responsible for supervising students once they exit the instruction vehicle.

### **Rescheduling:**

- If a student misses 3 consecutive classes, they may be required to reschedule the BTW portion of the week's curriculum. Students who are ill with any cold or flu symptoms must reschedule their driving lesson.
- Contact the instructor immediately by phone or text (503-744-7555) if you need to reschedule a lesson or if you are running late. If your student's driving partner reschedules, your lesson will also be rescheduled. Parents will be called or texted at the notifications phone number you provide if the instructor is running late, or if a class or driving lesson must be canceled/rescheduled at short notice. If driving conditions are dangerous due to weather, instructor may cancel all lessons for the day, notifying parents by text or phone.

**Missed Lessons / Repeat Lessons:** Student agrees to be on time for lessons and to be in a condition fit to drive. An individual make-up lesson (one that cannot be otherwise rescheduled) may incur a fee of \$45. If a student is asked to repeat a lesson due to failure to apply classroom learning, parents may schedule a repeat lesson for \$45. Missed lessons include:

- no-shows: instructor waits for student more than 10 minutes and has not been contacted;
- late cancellations: student will be more than 15 minutes late and start time cannot be adjusted, or student is canceling less than 2 hours prior to lesson;
- or lessons canceled by the instructor because student is unfit to drive (see policy).

**Student Safety:** The instructor is responsible for the safety of student drivers and passengers. The instruction vehicle is equipped with a passenger side brake and a dash cam for teaching and security. Also, the instructor may reach for the steering wheel to avoid a collision or to keep the vehicle on track. In protecting driver and passengers, the

instructor may come into physical contact with the driver either to steer the vehicle or to focus the driver's attention with a nudge to the shoulder or arm.

**Unfit to Drive:** If a student is unfit to drive due to impairment, behavior or failing to meet minimum classroom standards, an instructor will notify a parent immediately and may cancel all or part of a lesson without notice and over a parent's or student's objection. No student will be forced to drive if they don't want to, whatever the reason, but a rescheduling fee may apply. A student may be unfit to drive if student:

- is not carrying a valid driving permit;
- is not wearing corrective lenses as required;
- is wearing inappropriate shoes (house slippers, flip-flops, high heels, backless shoes);
- appears impaired due to a highly emotional state, extreme fatigue or anxiety, or symptoms comparable to the effects of drug or alcohol use;
- deliberately handles the vehicle in an unsafe manner;
- threatens or assaults (verbally or physically) instructor or another student;
- refuses to follow directions or participate in the lesson.