

# TRI-COUNTY DRIVING SCHOOL

## MAIN OFFICE

108 TYLER CREEK PLAZA  
ELGIN, IL 60123  
847-468-8181

### PLEASE READ AND PRINT THIS PAGE

Thank you for your interest in Tri-County Driving School. We are dedicated to teaching students how to drive defensively and increase their awareness in today's driving and roadway environment.

- We have 3 locations to serve your driving needs: **Elgin, S. Elgin and Hampshire**
- We specialize in Teen Classroom and Behind the Wheel
- We service all area high school students: Public, Private and Home-School
- We offer free pick-up and drop off for Behind the Wheel based on selected Program apply
- We offer Adult 1 on 1 Classroom and Behind the Wheel Instruction
- Some students may earn a High School Credit
- Insurance companies may offer additional discounts for taking Driver's Ed through the private sector
- Our Instructors are State Certified and trained above and beyond the state minimum requirements to teach driver education
- Group Discounts are also available. Call Alicia at our Main Office to inquire.

## 3 EASY STEPS ON HOW TO ENROLL

1. **PICK A CLASS:** View a complete listing of classes from our website [tricountydriving.com](http://tricountydriving.com). Next, call us at **847-468-8181** or email us at [drvtricountyinfo@sbcglobal.net](mailto:drvtricountyinfo@sbcglobal.net) to hold a spot in class.
2. **COMPLETE THE ENROLLMENT FORMS:** Print the enrollment forms from our website. Next, either mail in or complete them at our Main Office located at **108 Tyler Creek Plaza 8 Elgin, IL 60123**
3. **PAY YOUR TUITION:** Please include check payment when mailing your enrollment forms. **Pay in Person** stop in at our Main Office during normal business hours or **Pay by Phone** Visa or MasterCard by calling 847-468-8181. Payment plans also available.

An **Enrollment Confirmation Letter (ECL)** will be mailed to you within 1 week after we receive the enrollment forms. Should you have any questions, please feel free to contact us at 847-468-8181. We will be happy to help you. Thank you and drive safe.

### **Student Supply List – students please bring on the 1<sup>st</sup> day of class**

70 sheet wide or college rules spiral notebook (8 ½ x 11). Composition or small notebooks are not allowed.  
3-Prong two Pocket Folder. Loose leaf paper in a binder is not allowed.  
Black or Blue pen, pencil and any color highlighter

(adl 12.12.13)



# Teen Lab Record Direction Form

(Rev.12.12.13 adl)

Student Name: \_\_\_\_\_ Session Number: \_\_\_\_\_  
Last Name First Name

Address: \_\_\_\_\_ City: \_\_\_\_\_

**If we need to Contact You on the day of your Driving Session, what is the best phone number to call?**  
Ask for: \_\_\_\_\_

Since all of cars are parked at our Main Office we ask that you provide us **WRITTEN DIRECTIONS FROM OUR MAIN OFFICE** located at: **108 Tyler Creek Plaza Elgin, 60123** to **YOUR ADDRESS**. These directions are an alternative to map-quest and assist our drivers to reach your home in a more timely manner for the behind the wheel session.

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## Instructor's Comments

Instructor's **must date and initial** all comments!

1<sup>st</sup>  
BTW \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2<sup>nd</sup>  
BTW \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3<sup>rd</sup>  
BTW \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4<sup>th</sup>  
BTW \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5<sup>th</sup>  
BTW \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_ Student **passed last BTW**, please order LOC. Date: \_\_\_\_\_ Initials: \_\_\_\_\_

\_\_\_\_ Student needs **Parental Waiver**. TTP Yes or No Date: \_\_\_\_\_ Initials: \_\_\_\_\_

\_\_\_\_ Student **did not pass** last BTW (**Requires 5<sup>th</sup> BTW**) TTP Yes or No. Date: \_\_\_\_\_ Initials: \_\_\_\_\_

# Tri-County Driving School – Student Application

## Please READ and INITIAL BEFORE SIGNING this Agreement

Date: \_\_\_\_\_ Session Number Selected \_\_\_\_\_ Location? \_\_\_\_\_  
 Class Start Date: \_\_\_\_\_ Class End Date: \_\_\_\_\_  
 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

**About the Student:**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
First Name Middle Initial Last Name  
 Address: \_\_\_\_\_  
Street City Zip  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
 Name of High School you attend: \_\_\_\_\_ Student Email address: \_\_\_\_\_  
 How did you hear about us? \_\_\_\_\_ Referred by: \_\_\_\_\_

**About the Parent: Who is responsible for final payment on this account?**

**Father's Name & Address:** \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_  
**Mother's Name & Address:** \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Payment plans are available, *please request at the time of registration.* You may contact Alicia at our Main Office or email your request to [drvtricityinfo@sbcglobal.net](mailto:drvtricityinfo@sbcglobal.net). Please include student's full name and session number with any correspondence.

We, the undersigned, promise to pay the sum of **(Four Hundred and Seventy Five Dollars and no cents (\$475.00) – less any amount paid prior to 1<sup>st</sup> day of class** to Tri-County Driving School. Promotion Amount: \_\_\_\_\_ Approved by \_\_\_\_\_ (TCDS initials)

**I understand and agree to adhere to the following payment guidelines: Please READ and INITIAL**

- \_\_\_\_\_ Discount Coupons; only **valid** coupons will be accepted and will be applied to the open balance. **Expired coupons are not accepted.**
- \_\_\_\_\_ Only 1 discount applies per tuition and cannot be combined with any other offer. **Coupons cannot be used as a down payment.**
- \_\_\_\_\_ If student withdraws/cancels services agreed upon, regardless of the reason, any and all monies previously paid to Tri-County Driving School is non-refundable.
- \_\_\_\_\_ I agree to the guidelines set forth on scheduling a Behind the Wheel session. **All Behind the Wheel scheduling is conducted via email.**
- \_\_\_\_\_ I understand the program **MUST** be completed by the eligibility date based on the permit issue date. If not met, additional fees may apply. Refer to the Behind the Wheel Policy for additional information. Any and all monies paid to Tri-County Driving will be forfeited and will not be refunded or cannot be applied to any other program.
- \_\_\_\_\_ I understand the remaining balance is due on or before the last class date, regardless if the student attends the last day of class and/or has not completed all classroom dates. **NO EXCEPTIONS.**

**FAILURE TO PAY OUTSTANDING BALANCE BY THE DUE DATE WILL RESULT IN THE FOLLOWING:**

- \_\_\_\_\_ \$50.00 late fee will be applied the next business day **after the last scheduled class date.**
- \_\_\_\_\_ Any and all discounts or credits previously issued will be null and voided and added back to the outstanding balance.
- \_\_\_\_\_ Instruction Permit will be canceled within 7 days after the class end date. A **\$25.00 fee** will apply to reinstate permit.
- \_\_\_\_\_ **Once an account is past a 30-day delinquency; the student is dropped from the program and will be required to re-enroll and repeat the entire program.**
- \_\_\_\_\_ The Behind the Wheel portion of our program may be delayed due to lack of payment.
- \_\_\_\_\_ Certificate of Completion for High School Credit (where applicable) will not be issued.

**Upon signing this application, I understand and agree to the terms set forth by Tri-County Driving School.**

\_\_\_\_\_  
 Signature of parent Date Signature of student Date

***Please complete and return to our Main Office: 108 Tyler Creek plaza Elgin, IL 60123***

Enrollment Date: \_\_\_\_\_ Tuition Amt: \_\_\_\_\_ Payment \$ \_\_\_\_\_ Check# \_\_\_\_\_ Cash - Credit  
 Balance Due: \_\_\_\_\_ Due Date: \_\_\_\_\_ Date Entered in QB \_\_\_\_\_  
 Book Fee Paid – Waived– Charge: \_\_\_\_\_ Comments: \_\_\_\_\_ rev.02.01.14Clerical adl