

Moore Catholic High School  
Driver Education  
100 Merrill Avenue  
S.I., New York, 10314  
(718) 370-4150  
<http://www.moorecatholic.org/driver-education>  
[mooredrivereducation@gmail.com](mailto:mooredrivereducation@gmail.com)  
Spring Term 2018

**Office Hours: Office located across from A1**

School Year: Tuesdays & Thursdays- 3:00 to 5:00 PM  
Saturdays- 8:30 AM to 11:30AM  
Summer: Monday – Friday from 8:30 -11:30 AM

Spring Semester beginning and end dates:  
Tuesday, February 6<sup>th</sup>, 2018 - Saturday, June 9<sup>th</sup>, 2018

**PARENTS PLEASE CAREFULLY READ ALL INFORMATION AND SIGN YOUR PERMISSION ON THE APPLICATION. NO ADMITTANCE TO PROGRAM WITHOUT IT:**

This Driver Education course includes 24 hours of classroom instruction, 6 hours of behind-the-wheel training and 18 hours of observation in the car. All course work is done by certified teachers and conforms to the requirements of the State of New York Dept. of Education and Dept. of Motor Vehicles. It is open to any high school student who is currently enrolled in a diploma or a certificate program or who has graduated from high school. An MV-285 (Trained Driver Certificate) is awarded upon successful completion of the course.

**AGE REQUIREMENTS, PERMITS AND DRIVING REGULATIONS: Important, please read!!!**

The student must be 16 by the first day of the course, but this is a minimum age. *We recommend and prefer that a student be as close to their 17th birthday as possible when the course ends.* **NYS LICENSING LAW DOES NOT ALLOW THE SCHEDULING OF A ROAD TEST UNLESS THE STUDENT IS 17, OR 16 AND HAS ADDITIONAL HOURS OF INSTRUCTION, WITH A LEARNERS PERMIT FOR OVER 6 MONTHS.** No permit is required to start Driver Education in an approved high school, but one is needed before the end of the semester. When Driver Ed. is finished, 16 and 17 year old permit holders may practice with a parent **only if there is a dual brake in the car in New York City.** After passing the road test, 17 year olds may drive; **16 year olds have no driving privileges in NYC and must wait until they turn 17.**

**PAYMENTS – TUITION, REFUNDS, TEXTBOOK:**

The entire tuition is \$475. A \$250 minimum deposit is required when the application is returned. Make checks payable to: MOORE DRIVER EDUCATION. The balance payment of \$225 is due by the end of the SECOND WEEK of classes. **NO REFUNDS WILL BE ISSUED AFTER THE FIRST DAY OF CLASSES.** Payment is by cash, check or money order. No credit card payments can be accepted. *NOTE: THERE WILL BE A \$30 CHARGE FOR ANY CHECK RETURNED BY THE BANK FOR ANY REASON AND PAYMENT OF ALL MONEY DUE MUST BE MADE IN CASH IMMEDIATELY.*

Textbooks are required for assignments, tests and quizzes, and will be needed for all lecture classes. They will be the student's permanent property and are sold at the Driver Ed. Office at a cost of \$25. **Please note that if you already have a textbook from a sibling or a friend PLEASE NOTIFY US OF THIS WHEN YOU SIGN UP since we may need to order more textbooks in advance.**

**CONTACTING THE DRIVER ED PROGRAM:**

A separate phone number (718) 370-4150 should be used to call us. You may also email us at: [mooredrivereducation@gmail.com](mailto:mooredrivereducation@gmail.com). Our program is conducted as an after-school and summer program. Our office hours are posted at the top of this page, but please note we are closed when the school is closed during official holidays. We return all messages, both email and telephone, on the day we return to school. Please return applications to the driver education office during our posted hours (SEE ABOVE). If you call when the office is unattended, you will get an answering machine. Please leave your name and phone number and we will return your calls promptly.

**REGISTRATION PROCEDURES:**

Registration for the Spring Semester will begin on Wednesday, November 1st, 2017. Those who register early and pay the deposit will have their first choice of classes. All applications must be submitted, signed by a parent, and returned with a \$250 deposit to complete the registration process. (This deposit will not be returned after Tuesday, February 6<sup>th</sup>, 2018!). As applications are returned, they are numbered as received and the student will select the time and day of driving and classroom instruction. If a student wants to drive with friends it is best if all of those friends' applications are returned **together**.

Students who get their applications in early will have their first choice of classes and have a better chance of getting driving and lecture classes on the same day.

Make sure you choose classes which you know you can attend on a regular weekly basis for the entire Spring term. *Sports team members should check their schedules with their coaches before signing up for classes. Schedules cannot be changed after the term starts for conflicts with after-school activities, jobs, vacations and personal business. Absences will cause failure and there is no refund for a dropped course.*

**CLASSES AND TIMES:**

DRIVING (90 minutes): Tuesday: 7AM, 3:30PM, 5PM. Wednesday: 7AM, 3:30PM, 5PM. Thursday: 7AM, 3:30PM, 5PM. Saturday: 7AM, 8:30AM, 10AM, 11:30AM.

CLASSROOM LECTURE (90 minutes): Tuesday: 3:30PM. Thursday: 3:30PM. Saturday: 8:30AM, 10AM.

**PLEASE NOTE THAT IN THE SUMMER, GROUP "A" MEETS MONDAY, WEDNESDAY & FRIDAY FOR THE FIRST THREE WEEKS AND TUESDAY & THURSDAY FOR THE LAST THREE WEEKS. GROUP "B" HAS THE REVERSE SCHEDULE: TUESDAY/THURSDAY TO START, MONDAY/WEDNESDAY/FRIDAY TO FINISH. YOU WILL BE PICKING A THREE HOUR UNINTERRUPTED BLOCK OF LECTURE AND DRIVING.**

(Bring this schedule with you when you register for class) **Please Note: Driving and lecture class times may be changed, added or deleted depending on the number of students registered. Students will be notified of schedule changes immediately before the course starts. The driving and lecture classes are on a first come, first serve basis.**

**PARENT INVOLVEMENT:**

At Moore, we have a program whereby the parent is fully involved in the learning process of his/her teen driver. Frankly, this is the most important part of our program and it is **MANDATORY**. We meet with the parents **at least once**. The first meeting (which is optional) is at the very beginning of the course when we explain what Driver Ed is (and what it isn't), the law and your child's driving, Learners Permit and licensing procedures, requirements of our course, etc. The second meeting (**which is MANDATORY**) is at the end of the course, when Trained Driver Certificates (MV-285 Forms) are given to **parents only**. These mandatory meetings at the end of the course are held on BOTH a weeknight and a Saturday morning, to try to accommodate everyone's schedule. You CAN attend the first meeting at the beginning of the course and MUST attend one of the meetings at the end of the course. The schedule for this term's parent meetings is listed at the end of this application right before the registration information. **If a parent or legal guardian does not attend the last meeting, we are required to hold your child's certificate until such time as an arrangement can be made to attend a future meeting.**

\*NOTE: The first parent meeting held on Thursday, February 8th, 2018 is optional. We advise all parents who have not had a child who previously graduated from our program attend this meeting. You will be required to attend the meeting at the end of the course to get the Completion Certificate, even if you have done this before. Trained Driver Completion Certificates (MV-285 Forms) are given to **parents only**.

**IMPORTANT! PLEASE READ!** When you register and leave the deposit with your application you will select your driving and lecture classes at that time. Make sure that you choose times that you can attend for *the whole semester*. Changes will be nearly impossible later and attendance is required at **ALL** classes.

**CLASSES START:** Tuesday, February 6<sup>th</sup>, 2018. **CLASSES END:** Saturday, June 9<sup>th</sup>, 2018.

**OFF DAYS:** The office will be closed and there will be no classes from Monday, February 19<sup>th</sup> through Monday, February 26<sup>th</sup> for Winter Recess and from Monday, March 28<sup>th</sup> through Monday, April 9<sup>th</sup> for Easter Break and the corresponding school vacations.

**PARENT MEETINGS:** Attendance is **MANDATORY FOR 2<sup>ND</sup> MEETING** (Meetings last about 45 minutes)

**ORIENTATION MEETING:** Thursday, February 8th, 2018 at 7pm in the Cafeteria.

**FINAL MEETING:** Thursday, June 14th, 2018 at 7pm SHARP OR Saturday, June 16th, 2018 at 11am SHARP. Both are in the cafeteria as well.

YOUR REGISTRATION # IS \_\_\_\_\_

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Spring 2018

Registration # \_\_\_\_\_

Name \_\_\_\_\_ (As it appears on Birth Certificate)

Phone Numbers: PARENT # \_\_\_\_\_ STUDENT # \_\_\_\_\_

Email address \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_

High School \_\_\_\_\_ D/O/B \_\_\_\_\_  
Month Day Year

I am the parent/guardian of the student named above and I give my permission for him/her to take the Driver Education Course at Moore Catholic High School. I agree to take part in the Parent Participation Program (attend at least one meeting) as a condition for my child taking this course. ONLY sign your consent for this course if you have read the entire application.

\_\_\_\_\_  
Parent/Guardian Signature

**Payment:** Tuition (1st payment) - \$ \_\_\_\_\_ Tuition (2nd payment) - \$ \_\_\_\_\_ Textbook- \_\_\_\_\_

Preferred classes: (We cannot guarantee everyone will get the classes of his/her choice, but we will try to accommodate you to the best of our ability.) Days and times are listed above under: **CLASSES AND TIMES**. Please select a **DAY** and **TIME** for **LECTURE** and **DRIVING** below. Please call the office if you have any questions regarding scheduling.

Day

Time

Driving: \_\_\_\_\_

Lecture: \_\_\_\_\_

MY CHILD WOULD LIKE TO BE IN THE SAME CAR AND LECTURE CLASS AS (PLEASE LIST NAMES OF STUDENTS BELOW):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_