



WEST MICHIGAN DRIVING ACADEMY LLC

Office Hours:
Monday – Thursday
9:00 AM – 1:00 PM

Remit To: 2317 Fenner
Muskegon, MI 49445
(231) 557-8976 • drivesafewm@yahoo.com

Department of State
Certificate #
P000152

Whitehall HS 3100 White Lake Dr. Whitehall, MI 49461	Montague HS 4900 Stanton Montague, MI 49437	Cloverville 3162 F Hts. Ravenna Muskegon, MI 49444	Fruitport HS 357 N. 6 th Fruitport, MI 49415	Ravenna HS 2766 S. Ravenna Ravenna, MI 49451	Reeths-Puffer HS 1545 N. Roberts Rd Muskegon, MI 49445	Glenside 1165 W. Hackley Ave. Muskegon, MI 49441
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Dear Parent,

Thank you for enrolling your child in Segment 2 . Your child is eligible to attend this class if they have at least **30** hours of driving time logged with **2** hours being at night and **90** days has had to elapse from the date on the top of their Level 1 License. **Please fill out the contract and mail it with your payment to:**

**West Michigan Driving Academy
2317 Fenner Road
Muskegon, MI 49445**

Your child will need to bring with them the first day of class the following items:

Pencil or Pen

Their driving log book signed by a parent

A copy of their Level One License issued to them by the Secretary of States office for West Michigan Driving Academy to keep.

If you have any other questions, feel free to call 557-8976. Thank you for choosing West Michigan Driving Academy.

Sincerely,

Mark VanDyke

Class Locations:

Cloverville, 3162 F. Hts. Ravenna Rd
Montague High School, Room 315
Reeths-Puffer High School, Room 200, Freshman hall
Whitehall High School, Multi-purpose room, use the back entrance

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SEGMENT II CONTRACT

Class Date, Time Location:

Program Number:

Student:

Date of Birth:

Address:

Age:

Phone:

City, State, Zip:

Emergency Phone:

Parent’s Name:

West Michigan Driving Academy will provide a minimum of 6 hours of classroom instruction provided by a certified instructor. Classroom instruction shall not exceed 2 hours per day.

For a student to participate in segment 2, verification must be received that the student has completed a minimum of 30 hours of driving (including 2 hours at night) with a licensed parent or guardian (or parent designee) on a level 1 license, which has been held for not less than 3 continuous months.

Notice – This provider is required to be certified by the Secretary of State. If you have any complaint, which you cannot settle with the provider, write: Michigan Department of State, Driver Program Division, Lansing, MI 48918. Completion of driver education instruction does not guarantee qualification for a driver license.

1. The parent or guardian agrees to pay the amount of \$\$\$.\$\$ which needs to be paid in full 2 weeks prior to the start of class.
2. Requirement to pass the course is six (6) hours of classroom instruction and the student needs to score 70% or better on homework/quizzes/class participation.
3. The cost of materials and supplies for the class is included in the price of the course.
4. In case of a student’s absence or emergency the school’s policy is that the student must attend all three classes.
5. There are no make ups.

REFUND POLICY

Class fees are refunded only when the class is canceled, upon receipt of a physician’s statement of illness, or if the enrollee moves out of the area prior to the start of class.

Student’s Signature

Mark Van Dyke

School Representative Signature

Parent’s or Guardian’s Signature

Date of Contract

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SEGMENT II - ENROLLMENT FORM

Class Date, Time Location:

Program Number:

Student:

Date of Birth:

Address:

Age:

Phone:

City, State, Zip:

Emergency Phone:

Parent's Name:

Student's Signature

Date

Parent's Signature

Date