



Great Falls

Career & College Readiness Center

Connecting Education to Your Goals

406-268-6998, 771-5108 / veronica_griffith@gfps.k12.mt.us

REQUIRED

- ☐ Completed Application including Course Agreement (on back)
- ☐ Payment \$ _____
(We accept Cash, Check, Money Order to: GFPS Adult Driver's Ed.)
- ☐ State issued Birth Certificate
- ☐ Photo Identification
- ☐ Social Security Number
- ☐ Motor Vehicle Record
- ☐ Background Check

Hand deliver or mail documents to:

CCRC - Great Falls College-Rm G30
2100 16th Ave. S.
Great Falls, MT 59405

ADMISSION

To be considered for admission into the training, the above requirements must be complete and submitted.

- Class sessions are filled on a first-come, first-served basis.
- Class will be cancelled due to insufficient enrollment

- Enrollment is limited
- Minimum enrollment requirement

CLASS SESSIONS

Training will be offered in the spring and fall. Schedules will vary.

Call for Dates/Times:

406-268-6998 / 406-771-5108

ADULT DRIVER EDUCATION APPLICATION

Please print legibly!

Name: _____
Last First Age

Address: _____

City: _____ State: _____ Zip: _____

Email: _____

Phone(s): _____

Reason for training:

☐ Seeking employment

Where? _____

☐ Required for my job

Employer: _____

☐ Other: _____

TRAINING FEE

Permit and Driving (Behind the wheel) Training Fee: \$400

Permit Only Training Fee: \$125

ADDITIONAL DRIVES FEE (OPTIONAL)

Two (2) Drives (30 minutes each) Fee: \$ 75

OFFICE USE ONLY (To be verified/initialed by staff)

PAYMENT

☐ Cash ☐ Check # _____ ☐ Money Order # _____ ☐ Credit Card (DOB/Pam Ramsted notified) _____

☐ Invoice _____ Date sent _____ Date paid: _____ Staff initials: _____
Name of business/organization)

PASS

Permit Date: _____ Driving Date: _____ Instructor: _____

ADULT DRIVER EDUCATION STUDENT AGREEMENT

Great Falls Career & College Readiness Center is proud to offer an Adult Driver Education Training through the Great Falls Public Schools Community Enrichment Program. ***Our mission is to provide an educational opportunity for students to develop the capability and knowledge required to successfully manage the skills and procedures necessary to become a safe, efficient, and courteous member of the driving community.***

Trainings will be offered in the spring and fall, and the sessions will be filled on a first-come, first served basis. Students should be prepared to attend class every day and to attend their scheduled drives.

The State of Montana, through the Office of Public Instruction, administers the rules and regulations concerning traffic education in the State of Montana. In addition, you must earn a passing score of 80% on classroom exams, demonstrate mastery of safe driving skills and behaviors in the car, always exhibit a positive attitude, and demonstrate the ability to be present and on time for every class and in-car lesson. Any individual who does not successfully complete these stated requirements will not receive a certificate of completion. Performance evaluations will be conducted by the state approved instructor.

- Submit Motor Vehicle Record
 - Visit <https://mvdmt.gov/> Click dropdown under Licenses/ID's-Driving Records-Individual online service page-Manage driver record-purchase driving record
 - Cost is \$7.87 for online – must be printed right away
 - Cost is \$4.12 in person or by mail – check or money order only (*enclose a stamped, self-addressed envelope if by mail*)
 - Print motor vehicle record document and attach with application. Can request DOJ to fax it to us; however, there is an additional fee of \$3.09 for each record.
- Submit Criminal Background Check
 - Visit <https://doj.egovmt.com/choprs/> and under **Public Users** click on **Start Service**
 - Cost is \$20.00
 - Print results and attach with application (results expire after 14 days)

Initial on each line below and sign at the bottom:

- _____ **Cancellations** must be made within one week (7 days) prior to the first day of your scheduled class. Cancellations made after this time will **not** receive a refund.
- _____ Guided practice behind the wheel is essential for habit development to occur. (Practice hours are to be documented, in the form of a log).
- _____ **GENERAL INSTRUCTIONAL REQUIREMENTS:** Please review your calendar to ensure there are no conflicts with drive times. All drives must be completed.
- _____ Class attendance and participation is required. Students are expected to show up for class every day, on time, and ready to learn. Absence from class constitutes voluntary termination without refund of course fee. For medical or other emergencies, student will need to contact the instructor to determine circumstance and course of action. Talk to or email the instructors: mick_davis@gfps.k12.mt.us; kevin_sukut@gfps.k12.mt.us Do NOT contact the office for schedule / absences
- _____ Student conduct expectations should adhere to Great Falls Public Schools facility and conduct policies.
I will not disrupt the learning of others, and I will be engaged in my learning.
- _____ Students must wear appropriate clothing and shoes to class.
- _____ No "Vaping" or smoking will be allowed in the car or at PGEC (GFPS is a smokefree/vape free zone)
- _____ NO electronic devices at any time allowed in the car. (To be placed in the trunk)
- _____ The driver-training car should be as clean when you leave it as it was when you arrived.

Accommodations: The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Please refer to the Accommodating Students with Disabilities in Driver Education hand-out.

- If you have any specific questions about the program, contact the instructors: mick_davis@gfps.k12.mt.us; kevin_sukut@gfps.k12.mt.us or the program coordinator: veronica_griffith@gfps.k12.mt.us, 406-268-6998

Please take the time to review the above policies. Make sure you understand the commitment you are making in this program, particularly the time commitment.

I hereby certify that the statements on this application are correct to the best of my knowledge, and I understand falsification or omission of information may result in denial or rescinding of admission to the Adult Driver Education Training program or continuation in any of its courses of study. By signing this application/agreement, you are agreeing to allow the GFPS Career & College Readiness Center to use your name and photo for media and general promotion of our training programs.

Student Signature: _____ **Date:** _____

Student Name: (Print legibly): _____ **Instructor Initials:** _____