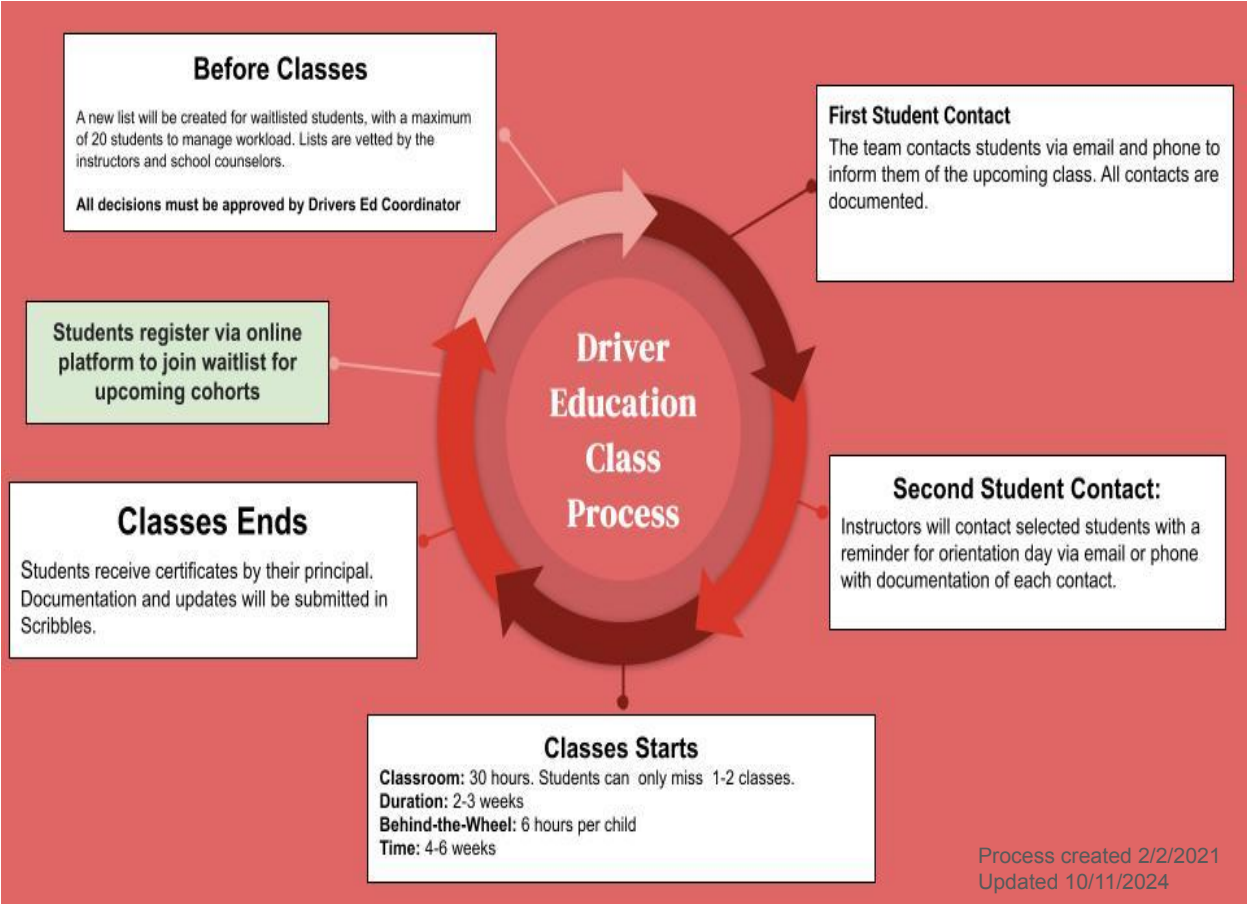


HCS Driver Education Process



Registration

All students must register online to join the waitlist. Phone calls and walk-ins will be redirected.

Payment Options:

- **Money Order:** Payments made via money order should be handed to the instructor, who will provide a receipt.
- **Online Payment:** Alternatively, students may pay directly online at the time of registration.

Note: A receipt is necessary for documentation if a refund is needed, especially if payment was made to the instructor instead of online. Regardless of payment method, students must complete the online application.

No Contact:

If a student does not respond, they will be moved to the next cohort. Document the date of attempted contact and send this information to Ms. Castanon to update Scribbles.

Confirmation:

For confirmed attendance at orientation, parents may reply to the Welcome email or phone call.

Non-Response Replacement:

If there is no response or confirmation from a student for Behind-the-Wheel training, they will be replaced by the next available student.

Instructor Notification:

Instructors must inform Dr. McClain of any updates or changes in schedules.