

METHUEN AUTO SCHOOL  
300 MERRIMACK STREET  
SUITE # 2  
METHUEN, MA 01844  
978-975-5334  
FAX #978-689-4914  
WWW.METHUENAUTOSCHOOL.COM



---

Welcome to **METHUEN AUTO SCHOOL**. The Driver's Education Package that you have selected consists of (30) thirty hours of classroom training, (12) twelve hours of behind-the-wheel training and (6) six hours of observation time. **This program is mandatory for any Massachusetts person under the age of 18 who wishes to obtain a Driver's License.**

A non-refundable deposit of \$100 is due upon registering for the class.\* It will be applied to the total cost of the course. On-road lessons can be paid individually, at a cost of \$40 each. Please give the driving instructor cash or check to cover each lesson.

On-road lessons can be scheduled concurrent with the classroom portion for students who hold a valid permit. Driving lessons are scheduled as follows: Two lessons will be booked initially. If the student exhibits that he/she is getting practice at home and is a safe driver, then the rest of the lessons will be scheduled. As required by law, students must also complete (40) forty hours of behind-the-wheel driving with a parent. **The student must hold a permit for a full (6) six months before he/she is eligible for a license.** We will try to spread the lessons out over the last (4) four months that they hold their permits so their lessons are closer to their license appointment.

**Parents must complete a (2) two hour classroom session, which outlines what is expected of their child in the driver education course (THIS IS A REGISTRY RULE). Methuen Auto School holds a Parent Meeting session once per month.**

If a student is scheduled for a driving lesson, they must be prepared. They must have their permit with them and it must be in good shape. All pertinent information must be legible. The student must also have cash or check to cover that day's lesson. Twenty-four (24) hour notice is needed if a lesson is being cancelled. **There is a (\$40.00) Forty dollar fee if a student does not have their permit or payment with them, or has failed to give the 24 hour notice.**

A \$20 fee (\$15 RMV/\$5 MAS Admin) is due at the last lesson, so that we can order the Driver Education Certificate after the **classroom hours, parent class and driving hours are completed.**

If you wish to have **METHUEN AUTO SCHOOL** sponsor you for your license appointment, there is an (\$80.00) eighty dollar fee for the use of our vehicle and instructor. **This is a separate fee from the Registry's fee for the actual license and test. METHUEN AUTO SCHOOL must book your license test if you are going with us.** After you have completed your driving time, you must bring your completed license application into the office, along with your (\$80.00) eighty dollar fee, and we will book your appointment.

Evening classes run Monday through Thursday, from 5:50 pm to 9:00 pm. These classes run for two weeks and two days. During school vacations we also hold morning classes (9:00 am to 12:00 noon), and accelerated courses, which run Monday through Friday, 9:00 am to 4:00 pm, for one week. A student is not allowed to miss any classes unless it is an emergency. If a class is missed, then that particular class will have to be made up during the next session. Any student who misses three (3) or more classes must repeat the entire course from the beginning. There is a **\$25 ADMINISTRATION FEE** for making up any class that is missed without 24 hour notice.

**THE DRIVER EDUCATION COURSE MUST BE COMPLETED WITHIN (2) TWO YEARS OF THE START DATE (NO EXCEPTIONS). This is a REGISTRY rule.** Classes not completed within two years must be repeated, and the student must pay again for the classroom portion of the course. Any student who is habitually late will not be allowed to continue in the course, as it is disruptive to the others who are on time. If you cannot make it to class on time, please sign up for a class that better fits your schedule.

**All students must bring the following with them to each class: A pen or pencil, notebook and license book which they can get at the front desk of the Registry.**

Out-of-town students (Andover, North Andover, Lawrence, Haverhill, Dracut, etc.) will need to be brought to and picked up at **METHUEN AUTO SCHOOL** for their on-road lessons.

**METHUEN AUTO SCHOOL'S OFFICE HOURS ARE AS FOLLOWS:**

**Monday thru Thursday: 1:00pm to 7:00pm**

**Fridays: 1:00pm to 5:00 pm**

**CLOSED- SATURDAY SUNDAY AND HOLIDAYS**

When you call during regular office hours and get voicemail, we are either on the phone with the Registry booking license appointments, conducting business or on the phone with another student. **Please leave a message and someone will call you back as soon as we can.** The average length of time it takes to complete the course is three months. Please don't try and rush things. You will be driving for many years to come.

**PARENTS: Remember that your child cannot drive with any friends in the vehicle for the first six (6) months that they are licensed, unless there is a licensed adult over the age of 21 in the passenger seat of the vehicle.**

**Thank you for choosing**

***METHUEN AUTO SCHOOL***

**J. Martinez – Owner**

**Effective 4 May 2012**

\*please note that students wishing to take the **classroom portion only** will be charged \$400 for the classroom portion, which **is transferable** to other RMV-licensed driving schools.

**METHUEN AUTO SCHOOL  
REGISTRATION FORM**

**A \$100.00 NON-REFUNDABLE DEPOSIT is required with this Registration, and is applied to total cost of tuition. Afterwards, you will be charged \$40 per 1 hour driving lesson.**

**TOTAL COST for the course is \$580.00. There is an additional \$20 fee for the Driver Education Certificate (\$15 RMV fee / \$5 Administrative fee).**

Your signature below indicates that you have read and understand the info packet, and agree to complete the entire course within two (2) years of the in-class start date.

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Address (number and street) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Sex M F Date of Birth: \_\_\_\_\_ Age: (Years) \_\_\_\_\_ (Months) \_\_\_\_\_

Permit #: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Do you...

Circle One

...wear corrective lenses for driving? Y N

...have special learning needs? Y N

...take medication that may impair your safe operation of a motor vehicle? Y N

Have you ever been convicted of a crime or had the privilege of driving suspended, revoked or otherwise limited? Y N

If yes please explain:

Name of High School you attend: \_\_\_\_\_ City: \_\_\_\_\_

School sports/activities you participate in: \_\_\_\_\_

Parent or Guardian Name: \_\_\_\_\_ Tel. # \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*THIS SECTION FOR OFFICE USE ONLY\*\*\*\*\*

CLASS DATE:

CLASS TIMES:

CLASS#

DEPOSIT:

CHECK #

BALANCE:

**METHUEN AUTO SCHOOL  
PARENTAL PERMISSION FORM**

Your signature below indicates that you have read and understand the info packet, and understand that the student must complete the entire course within two (2) years of the start date.

---

I have read the information sheet provided by METHUEN AUTO SCHOOL  
and understand the policies and guidelines set forth for my  
son / daughter: \_\_\_\_\_  
(PRINT NAME OF STUDENT ABOVE)  
to obtain his / her driver education certificate and license.

I give my permission for the above named student to attend classes and  
receive instruction through on-road lessons by METHUEN AUTO SCHOOL,  
and confirm that I am his / her parent or legal guardian.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_