**Process for Scheduling Drives**

Things to remember:

* This process takes time! Please be patient!
* Student contracts begin the first day of training.

**Example:**

* Contract begins October 1, 2020
* Contract ends April 1, 2021

You will receive a text message from Dina for all drives being scheduled. **This will happen 3 separate times!**

**The first drive will be 2 hours long. The next 2 drives will each be 3 hours and 10 minutes.**

After the first drive, they get put back into the scheduling portal for the second drive. (It will be the same process for the third drive. There can be weeks in-between messages, each student’s schedule will be different.)

WE WILL CONTACT YOU! Please be patient and wait for a message from Dina.

As we have always stated, plan on 3 months or longer to complete all training (this time frame varies based on multiple factors.

***Messages are sent based on multiple factors: start date, full payment received, permit issue date, instructor schedules, and the student’s experience level. We want your student to have plenty of time to get their 50 hours with you and practice what they have learned from the instructors in between their drive times.***

* Communication is key!

**EXAMPLE:** “Hello, this is Dina from Confident Driving Academy. I have a drive time for “student’s name” open on Wednesday, December 18th from 9AM – 12:10 PM with pickup and drop-off at Ontario high school. Would they be available to drive at that time? If yes, respond back with YOUR STUDENT’S NAME, DATE (of drive), & TIME. Please respond promptly

If the times sent in the message do not work for you, please let me know! I am working with hundreds of schedules around school, sports, work, and more!

* Some drives will be pickup/drop-off at the Driving School, and some will be at the student’s school if it is during school hours. We pick up from schools within a 30-mile range. **The text will specify where pickup and drop off will be.**
* **Please make sure your student has their permit and follows all directions on the Student Checklist prior to their drives.**

\*\* Kindness goes a long way! If you are rude or demand I move other kids for your child, this driving school is not for you! Confident Driving Academy has 6 months from the student’s first drive to complete all training (State Law). 😊