



## STUDENT CLASSROOM TRAINING REPORT

The most current version of this document available at [www.drivertraining.ohio.gov](http://www.drivertraining.ohio.gov)

SCHOOL NAME			
STUDENT NAME		DATE OF BIRTH	PHONE #
ADDRESS			ZIP CODE
PERMIT #	DATE ISSUED	CLASS START DATE	CLASS END DATE

DATE	START TIME	END TIME	BREAK TIME	OH UNIT NUMBER	TOTAL TIME	VIDEO TIME HOURS / MINUTES	CLASS LOCATION	STUDENT INITIALS	INSTRUCTOR INITIALS	INSTRUCTOR LICENSE NUMBER

FINAL TEST PERCENTAGE %	INSTRUCTOR PRINTED NAME
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I, the undersigned Instructor or Training Manager, certify that the student named above has received all classroom training required by Rule 4501-7-09 of the Ohio Administrative Code (O.A.C.). The student has also received all classroom training required and 4508.02 (C) of the Ohio Revised Code. This training included at least 24 hours, and covered units 1-10 of the Ohio Driver Training Curriculum. This course must be completed within 180 days from your start date.

SIGNATURE OF INSTRUCTOR OR TRAINING MANAGER <b>X</b> <i>B. Huff</i>
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### 10 Ohio Curriculum Units

- |  |                                    |
|--|------------------------------------|
| 1. The System and You                    | 6. Natural Laws Affecting Vehicles |
| 2. Vehicle Familiarization               | 7. Handling Emergencies            |
| 3. Basic Control Tasks                   | 8. Operating in Adverse Conditions |
| 4. Traffic Control Devices and Laws      | 9. Driver Fitness                  |
| 5. Strategies for Different Environments | 10. Owning and Maintaining a Car   |

No person shall falsify, alter, or in any manner tamper with any records required to be kept by the O.A.C.  
 Breaks: Per O.A.C. 4501-7-09 (B)(3) The total training a student received shall not exceed four hours in one day. Students receiving more than two continuous hours of training shall be permitted a break at the approximate mid-point of the lesson.



**TRAINING AGREEMENT**

ENTERPRISE NAME Master & Sylvania Driving School		LICENSE NUMBER 622	
CLASSROOM ADDRESS	CITY	STATE OH	ZIP CODE

Name of Enterprise, hereinafter referred to as "The Driving School" agrees to provide applicant, hereinafter referred to as "Student", 24 hours of theory (classroom or virtual) and/or 8 hours of behind-the-wheel training, whichever is applicable as indicated above, based on the Ohio Driver Training Curriculum. State of Ohio regulations require The Driving School to make available all training by \_\_\_\_\_.

Should a student be unable to attend available training sessions offered, the school is relieved of the aforementioned obligation. The 24 hours of theory must be completed prior to beginning the behind-the-wheel training. Regulations prohibit more than four hours of training to be conducted in one day. The Driving School shall furnish a licensed instructor and a motor vehicle for instruction. The tuition for said instruction is \$ \_\_\_\_\_.

Any additional classroom training that the Student chooses to procure shall be furnished at the rate of \$ \_\_\_\_\_ per hour. Additional in-car training may be obtained at the hourly rate of \$ \_\_\_\_\_. Student, upon the approval of The Driving School, may, for an additional fee of \$ \_\_\_\_\_ use the Driving School's vehicle to take a driving exam at a State exam center located in \_\_\_\_\_ County, OH.

The Driving School may loan the Student a textbook for use during enrollment at the Driving School. A fee of \$ \_\_\_\_\_ will be charged for any book not returned or returned damaged.

The Student may begin classroom instruction, at age 15 years and 5 months, before obtaining a temporary driving permit. However, the Student is required to obtain a valid temporary driving permit and pay tuition in full prior to scheduling the practical driving portion of the training. If the Student must cancel a scheduled driving appointment, cancellation must be made at least 24 hours prior to the scheduled appointment. Failure to do so may result in an additional fee of \$ 40.00 \_\_\_\_\_. The same fee shall apply should the Student fail to appear for, or for any reason not be prepared to take, the scheduled lesson. The Driving School reserves the right to deny the Student admittance to any class if the Student is tardy. Should a check received as payment of tuition in whole or in part, be returned due to insufficient funds, the Student may be removed from driving schedule until such check is made good. An additional fee may be charged for any returned check.

The Student is required to complete all available training within six months of the date the training begins. There may be no refunds provided after that time. Upon expiration of this agreement, a reinstatement fee may be charged before any further services are provided. The Driving School does not guarantee the issuance of a driver's license to the student. If training is not completed within the six months, a new agreement shall be established and training shall be restarted.

The Driving School reserves the right to cancel this agreement at any time, should the Student's conduct indicate a lack of responsibility deemed necessary by The Driving School to safely operate a motor vehicle. Destruction of property, or the possession, distribution, or use of any tobacco product, alcohol, or drug of abuse is strictly prohibited. Should this agreement be cancelled under such circumstances, all fees may be pro-rated, based upon hours of services provided prior to cancellation.

Refund Policy: As long as MSDS is willing and able to complete this contract in six months, there is no refund for any reason.

The Driving School shall furnish a certificate of completion to all students under the age of eighteen years, who successfully complete the course. Completion, as defined by the State of Ohio, refers to the completion of the required number of hours, the student's good faith effort having been exercised during the practical driving portion, and the attainment of a score equal to or greater than 75% on the performance measurement. Should Student fail to achieve the minimum passing score on the final exam additional classroom attendance may be required.

Commercial Driving schools are licensed by the Department of Public Safety through the Driver Training Program Office, 1970 West Broad Street, Columbus, Ohio 43223. Valuable information for parents and teenagers is available on the internet at [www.drivertraining.ohio.gov](http://www.drivertraining.ohio.gov); under Parents and Teens.

I have read and understand and have received a copy of this agreement.

SCHOOL OFFICIAL Barbara Hughes		SIGNATURE OF SCHOOL OFFICIAL <b>X</b>	DATE
STUDENT	STUDENT DOB	STUDENT SIGNATURE <b>X</b>	DATE
PARENT / GUARDIAN		PARENT / GUARDIAN SIGNATURE <b>X</b>	DATE

School official must be the authorizing official, training manager, or instructor. The Driving School may add addendum(s).



OHIO DEPARTMENT OF PUBLIC SAFETY  
**STUDENT BEHIND-THE-WHEEL  
 TRAINING REPORT CLASS D**

The most current version of this document available at [www.drivetraining.ohio.gov](http://www.drivetraining.ohio.gov)

STUDENT NAME	DATE OF BIRTH	HOME PHONE #	WORK PHONE #
ADDRESS	STATE	ZIP	
PERMIT # / DRIVER LICENSE #	DATE ISSUED	EXPIRATION DATE	
ENTERPRISE NAME Master & Sylvania Driving School	ENTERPRISE # 622	REPORT YEAR 2023	

NOTE: Break time does not count toward the 8 hours of required instructional time.

START DATE	BEHIND-THE-WHEEL TRAINING				CHECK FOR VALID PERMIT	ENTRY LEVEL PROCEDURE TASKS	MINIMAL TRAFFIC, NUMEROUS INTERSECTIONS	SELECTIVE PARKING TECHNIQUES	HIGH SPEEDS, SIGHT DISTANCE, PLANNING	MODERATE TRAFFIC, IN-TOWN	EXPRESSWAY, CONTROLLED ACCESS HIGHWAY	PARALLEL PARKING, MANEUVERABILITY TEST	COUNTRY ROADS	LARGE VOLUME OF TRAFFIC	NIGHT DRIVING (WHEN POSSIBLE)	LANE CHANGE	RR CROSSING	PASSING	CERTIFICATE ISSUED <input type="checkbox"/> YES <input type="checkbox"/> NO	NUMBER ISSUED	DATE ISSUED	INSTRUCTOR INITIALS / LICENSE #	STUDENT INITIALS
	PERFORMANCE CODE	3-GOOD	2-FAIR	1-IMPROVEMENT																			

#1 Comments \_\_\_\_\_

#2 Comments \_\_\_\_\_

NOTE: Break time does not count toward the 8 hours of required instructional time.

BEHIND-THE-WHEEL TRAINING																	INSTRUCTOR INITIALS / LICENSE #	STUDENT INITIALS			
PERFORMANCE CODE																					
3-GOOD		2-FAIR		1-IMPROVEMENT																	
DATE	START TIME	BREAK TIME	END TIME	HOURS DRIVEN	Check for valid permit	Entry level procedure tasks	Minimal traffic, numerous intersections	Selective parking techniques	High speeds, sight distance, planning	Moderate traffic, in-town	Expressway, controlled access highway	Parallel parking, Maneuverability test	Country roads	Large volume of traffic	Night driving (when possible)	Lane change	RR Crossing	Passing			

#3 Comments \_\_\_\_\_

#4 Comments \_\_\_\_\_

NOTE: Use additional sheets if needed.

I, the undersigned Instructor, certify that the Student has satisfactorily completed the behind-the-wheel instruction required by this chapter and section 4508.02(C) of the Revised Code.

X SIGNATURE OF INSTRUCTOR \_\_\_\_\_ DATE \_\_\_\_\_

**Optional:**  
I, the undersigned Parent/Guardian, certify that I have met with the Instructor concerning the Driver Education instruction received by my child.

X SIGNATURE OF PARENT / GUARDIAN \_\_\_\_\_ DATE \_\_\_\_\_

No person shall falsify, alter or in any manner tamper with any records required to be kept by the Ohio Administrative Code.



# OHIO DEPARTMENT OF PUBLIC SAFETY

## STUDENT BEHIND-THE-WHEEL TRAINING REPORT CLASS D

The most current version of this document available at [www.drivetraining.ohio.gov](http://www.drivetraining.ohio.gov)

STUDENT NAME	DATE OF BIRTH	HOME PHONE #	WORK PHONE #
ADDRESS	STATE	ZIP	
PERMIT # / DRIVER LICENSE #	DATE ISSUED	EXPIRATION DATE	
ENTERPRISE NAME	ENTERPRISE #	REPORT YEAR	
Master & Sylvania Driving School	622	2023	

NOTE: Break time does not count toward the 8 hours of required instructional time.

START DATE				Check for valid permit				CERTIFICATE ISSUED	
				Entry level procedure tasks				<input type="checkbox"/> YES <input type="checkbox"/> NO	
				Minimal traffic, numerous intersections				NUMBER ISSUED	
				Selective parking techniques				DATE ISSUED	
				High speeds, sight distance, planning					
				Moderate traffic, in-town					
				Expressway, controlled access highway					
				Parallel parking, Maneuverability test					
				Country roads					
				Large volume of traffic					
				Night driving (when possible)					
				Lane change					
				RR Crossing					
				Passing					

DATE	START TIME	BREAK TIME	END TIME	HOURS DRIVEN	BEHIND-THE-WHEEL TRAINING															
					PERFORMANCE CODE					INSTRUCTOR INITIALS / LICENSE #					STUDENT INITIALS					
					3-GOOD	2-FAIR	1-IMPROVEMENT													

#1 Comments \_\_\_\_\_

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#2 Comments \_\_\_\_\_

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**NOTE:** Break time does not count toward the 8 hours of required instructional time.

BEHIND-THE-WHEEL TRAINING					
PERFORMANCE CODE					
3-GOOD 2-FAIR 1-IMPROVEMENT					
DATE	START TIME	BREAK TIME	END TIME	HOURS DRIVEN	
Check for valid permit					
Entry level procedure tasks					
Minimal traffic, numerous intersections					
Selective parking techniques					
High speeds, sight distance, planning					
Moderate traffic, in-town					
Expressway, controlled access highway					
Parallel parking, Maneuverability test					
Country roads					
Large volume of traffic					
Night driving (when possible)					
Lane change					
RR Crossing					
Passing					
				INSTRUCTOR INITIALS / LICENSE #	STUDENT INITIALS
				/	

#3 Comments \_\_\_\_\_

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#4 Comments \_\_\_\_\_

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**NOTE:** Use additional sheets if needed.

I, the undersigned Instructor, certify that the Student has satisfactorily completed the behind-the-wheel instruction required by this chapter and section 4508.02(C) of the Revised Code.

**Optional:**  
 I, the undersigned Parent/Guardian, certify that I have met with the Instructor concerning the Driver Education instruction received by my child.

<b>X</b>	SIGNATURE OF INSTRUCTOR	DATE	<b>X</b>	SIGNATURE OF PARENT / GUARDIAN	DATE

No person shall falsify, alter or in any manner tamper with any records required to be kept by the Ohio Administrative Code.