

**Road lesson cancellation policy:**

If for any reason a student needs to cancel a road lesson, we require a 48-hour notice. Upon cancellation, it is not guaranteed that you will receive another road lesson right away. Your next road lesson will depend on the availability of the instructors.

If a student fails to cancel within the 48 hours' notice, a missed appointment fee of \$50 for a one-hour appointment, and a \$70 missed appointment fee for a two-hour lesson will be charged. If the student fails to cancel or is unprepared for the lesson, and the instructor shows up for the appointment, a missed appointment fee of \$70 for a one-hour lesson, or a \$90 missed appointment for a two-hour appointment will be charged. Students may not be able to schedule make up appointments until these fees are paid.

**Requirements:**

In the state of Massachusetts, it is required that you complete the following in order to be eligible for a driver's education certificate:

- 30 hour of classroom instruction
- Pass a final exam with 80% or more
- 12 hours behind the wheel training
- 6 hours of observation
- 2-hour parent class

Student must complete the driver education program within two years from the first session of the program (both classroom and on road training) to receive driver's education certification.

Students must be 15 years and 9 months in order to start the classroom portion.

Students must be at least 16 years old to receive their permit.

Full classroom attendance is required to complete Driver's Education. If the student misses a class, you must make it up in a future class. Make up classes depend on the availability of future classes. If more than two classes are missed, the student will be asked to retake the entire class.

**We would like to remind you of a few things before On-Road lessons start:**

The RMV requires 40 hours of at home practice between the time student gets permit and the time they apply for their JOL (Junior Operator License)

We require that they have 20 hours of at home practice and have their permits for about three months before booking appointments.

Parents must complete the parent class before booking on road appointments.

On each and every lesson, the student will need their permit. We CANNOT accept copies or pictures from their phones. This is illegal. If student does not have their permit, it will result in a missed appointment fee, and you will be charged.

Students will be picked up and dropped off AT HOME unless the lesson is directly after school. Students may be picked up and/or dropped off elsewhere as long as it is within the same community.

Please make pickup/drop off location changes to your portal on the website before 12:00pm on the day of the appointment.

Pickup/ drop offs must be in the same town as your home.

We ask for a 48-hour cancellation notice. If it is less than 48 hours, there will be a \$50 missed appointment fee for a 1-hour lesson and \$70 if it is a 2-hour lesson. If appointment is not cancelled and the instructor shows up for the lesson the missed appointment fee will be \$70 for the 1-hour appointment. \$90 for the 2-hour appointments.

When all lessons are scheduled, we can let you know about our upcoming license tests. If you are fully booked and have a license test scheduled but you need to cancel/reschedule a lesson, your license test may be affected depending on the date of the rescheduled lesson.

Students outside North Andover, Andover, Lawrence, and Methuen will need to be dropped off and picked up at Merrimack Valley Auto School.

**If your son/daughter is taking the license test with us, please aware of the following information.**

Any license test that we may request or put a student on is NO GUARANTEE that the RMV will give us that date. It may be likely that the test will be moved to any day during Friday to Monday of the requested weekend or cancelled by RMV at will. Again, we DO NOT have any control over dates and times. We typically make requests for tests with the registry twice a month.

**The RMV has recently changed the requirement that we must follow to schedule Saturday (weekend) license tests. So, if you want to be on our list for a particular weekend, you must follow these requirements:**

- 1.) Classroom, Driving, Observation & Parent Class must be completed at least TWO WEEKS in advance of any license test date.

- 2.) If you are not taking the license test with our school, you will still be responsible to pay the \$15 driver's ed certificate fee.
- 3.) \$125 payment to Merrimack Valley Auto School at least 2 weeks before the test for the road test sponsor fee. Which will include the \$15 drivers ed certificate fee.
- 4.) The RMV is also requiring that NO financial transactions take place during the weekend license testing. Therefore, all fees must be paid in advance along with the RMV license and road test fees. So, you will be required to contact the RMV prior to the test either by phone, online or in person at one of their branches to pay these fees OR go back to an RMV branch after the test to pay for and process the license.

**In Summary:**

- 1.) Requirements done 2 weeks before test.
- 2.) \$125 payment to Merrimack Valley Auto School at least 2 weeks before the test.
- 3.) You may go ONLINE to PREPAY the RMV fees (typically \$85) before the test at the website. <https://www.mass.gov/how-to/pay-your-road-testand/or-drivers-license-fees> or go to one of the local RMV branches. RMV FEES ARE NOT INCLUDED IN OUR \$125 SPONSOR FEE.

On the day of the license test, you must bring your child to Merrimack Valley Auto School. In the event that the RMV changes our location for your license test, further instructions will be emailed to you.