



OHIO DEPARTMENT OF PUBLIC SAFETY  
DRIVER TRAINING

**BEHIND-THE-WHEEL TRAINING AGREEMENT  
FOR ONLINE STUDENTS**

|   |                 |                   |                    |
|---|-----------------|-------------------|--------------------|
| ENTERPRISE NAME<br>Northwestern Ohio Driver Training School, Inc. |                 | LICENSE #<br>3966 |                    |
| ENTERPRISE ADDRESS<br>101 S. Defiance St.                         | CITY<br>Stryker | STATE<br>OH       | ZIP CODE<br>43557- |

Northwestern Ohio Driver Training School, hereinafter referred to as "The Driving School" agrees to provide applicant, hereinafter referred to as "Student", 8 hours of behind-the-wheel training based on the Ohio Driver Training Curriculum. The student will complete the 24 hour equivalent of required classroom with an Ohio approved online provider. The student must provide a certificate of completion from an approved online driver education program to begin the eight hours of behind-the-wheel training. State of Ohio regulations require all training be made available by \_\_\_\_\_. Should a student be unable to attend available training sessions offered, the school is relieved of the aforementioned obligation. The Driving School shall furnish a licensed instructor and a motor vehicle for instruction. The tuition for said instruction is \$469.00.

Any additional in-car training may be obtained at the hourly rate of \$75.00 per hour. If applicable, the Student may, for an additional fee of \$75.00, use the Driving School's vehicle to take a driving exam at a State exam center located in Defiance County, OH.

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 a minimum of 4 hours prior to the scheduled appointment. Failure to do so may result in an additional fee of \$25.00. The same fee shall apply should the Student fail to appear for, or for any reason not prepared to take, the scheduled lesson. 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 the driving schedule until such a 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. 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 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 service provided prior to cancellation.

Refund Policy: Non-refundable

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 online and the student's good-faith effort having been exercised during the practical driving portion.

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<br>Mark M. Allison |                | SCHOOL OFFICIAL SIGNATURE<br><i>Mark M. Allison</i> | DATE |
| STUDENT                            | STUDENT D.O.B. | STUDENT SIGNATURE<br>X                              | DATE |
| PARENT / GUARDIAN                  |                | PARENT / GUARDIAN SIGNATURE<br>X                    | DATE |

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

**Email this form to: [Nwohdrive@outlook.com](mailto:Nwohdrive@outlook.com)**

Email this completed form to: nwohdrive@outlook.com

## Northwestern Ohio Driver Training School

NAME: \_\_\_\_\_ BIRTHDATE: \_\_\_\_\_

(FIRST AND LAST NAME MUST MATCH PERMIT)

ADDRESS: \_\_\_\_\_ MALE: \_\_\_\_\_ FEMALE: \_\_\_\_\_

(ADDRESS, CITY, AND ZIP CODE)

PERMIT # \_\_\_\_\_ ISSUE DATE: \_\_\_\_\_ Is this 1<sup>st</sup> or 2<sup>nd</sup> permit? \_\_\_\_\_

HIGH SCHOOL: \_\_\_\_\_ ATTENDS FOUR COUNTY? YES OR NO

DO YOU WANT TO GET OUT OF SCHOOL TO DRIVE? Y OR N \* See below for restrictions\*

A) \*Cannot miss more than 2 hours B) \*Cannot be consecutive days C) \*Cannot miss core classes.

SPORTS OR AFTER SCHOOL ACTIVITIES: \_\_\_\_\_

EMAIL: (To email final certificate) \_\_\_\_\_

ARE YOU REQUESTING A CERTAIN INSTRUCTOR? IF SO, WHOM: \_\_\_\_\_

### CONTACT INFORMATION:

(For the instructor to Call/Text when it's time to schedule the driving)

NAME/PHONE# \_\_\_\_\_

NAME/PHONE# \_\_\_\_\_

Write directions to your home.

Email this completed form to: nwohdrive@outlook.com

**Northwestern Ohio Driver Training School, Inc.**

**Online Course Instructions**

Thank you for your purchase of the Ohio adult online course partnered by Top Driver. This course is designed to provide the student with the necessary knowledge and tools not only to meet the classroom requirement to acquire their teen license but to provide important knowledge to become lifelong safe driver.

Please complete all the new account information. When completed, click on "Create New Account" and follow prompts and instructions.

Terms and Conditions- Parent/Guardian will need to agree to terms and conditions when starting course.

It is best to use a laptop or desktop computer when completing the online. Some students use a Chromebook. You can use it, but you may experience lockup. It is also advised to use the Google Chrome Search Engine.

**Follow these steps to enroll in online course:**

1. Go to online- topdriveronline.net
2. Create User ID and Password
3. Confirm enrollment- go to your e-mail account you provided for confirmation e-mail.  
If you do not get the e-mail in 5 to 10 minutes call 1-800-374-8373.
4. Go to Log in page- login as returning user using username and password
5. Log In
6. Click on "COURSE CATALOG"
7. Click on "OHIO CLASS D ADULT ONLINE COURSE" (Add to Cart) and enter **NWODS#2** in the access/account area in place of payment.
8. Start course

Phone number to Top Driver is 1-800-374-8373 if you have and problems with the Account or Online Instructions.

**Overview of Course and Requirements**

**\*\*\*Online course MUST be completed within 6 months\*\*\***

**If not, the student will have to retake the course at student's expense.**

- Course is 24 hours in length (state requirement)
- Online limit of 4 hours per day of online class study in a 24 hour time period (state requirement)
- Final exam- 50 questions, minimum passing is 75%, allowed 3 attempts to pass
- Upon successful completion of the course and final exam, you will be emailed a Certificate of Completion; Please forward this to Northwestern Ohio Driver Training School at [nwohdrive@outlook.com](mailto:nwohdrive@outlook.com), when received.
- The Certificate is required to start in-vehicle training with Northwestern Ohio Driver Training School to get your license.