

HUNTINGTON HIGH SCHOOL DRIVER EDUCATION

2022 WINTER COURSE

Dear 2022 WINTER Driver Education Students and Parent/Guardians,

Recent guidelines from the NYS DMV regarding Driver Education Programs have been changed due to COVID. We are now able to provide program classroom instruction remotely through the Google Classroom platform. In addition, the in-vehicle instruction can now be under the supervision of a parent/guardian. Please see below all information that you and your child will need to know in order to obtain the MV-285 certificate.

The Huntington Union Free School District Driver Education Program is currently open to any student who has reached the **age of 16 by January 10th and holds a valid learner's permit by the registration dates below**. By NYS regulations, 36 students can be registered per course.

Registration Information:

1. Registration will be first-come, first-served basis and priority order will be for HHS seniors, juniors, sophomores and then Non-Huntington HS students.
2. Registration forms and required documents must be emailed (forms cannot be dropped off).
3. Registration details must be followed or registration will not be accepted.

SENIORS ('22)	on 12/20/2021 from 6:00am – 11:59pm
JUNIORS ('23)	on 12/21/2021 from 6:00am – 11:59pm
SOPHOMORES ('24)	on 12/22/2021 from 6:00am – 11:59pm
NON-Huntington HS Students	on 12/23/2021 from 6:00am – 11:59pm

1. **DISTRICT** will provide the students with the virtual lecture schedule and instructor info (see CAL FORM) The google classroom code will be emailed to the students by the instructor.
Student must log on and stay logged on for the entirety of instruction. They will be responsible to submit all work related to a specific lesson and complete 24 hours of lecture.
2. **DISTRICT** will provide the Driving Manual (on the website under Driver Education) with specific and detailed information regarding the in-vehicle instruction, observation and applied practice. The parent/guardian will be responsible for delivering the manual to the student. **Parent/Guardian** holding a valid NYS license and other required documents will review and share all information with the student from the Driving Manual.
3. **DISTRICT** will provide the parent/guardians with a document that they will complete and sign that will attest to the completion of the in-vehicle instruction (see IVC FORM).
Parent/Guardian and student will complete and sign the form after completing 24 hours in-vehicle instruction and submit to the director's office for verification.
***In-vehicle hours cannot be logged UNTIL all required documents are submitted and dates/hours that are logged must be within the course dates of January 11th - March 17th.**
4. **DISTRICT** classroom instructor will provide the director with attendance and grading. Once the director reviews the completion of the student's in-class requirements and receives the completed and signed IVC form verifying the completion of the in-vehicle requirements, the MV-285 completion forms will be generated. The students will be notified when to pick the certificates up from Room 122 at the high school as we must have the student's signature on file.

HUNTINGTON HIGH SCHOOL DRIVER EDUCATION CHECKLIST

2022 WINTER COURSE

- | | |
|---|--|
| <input type="checkbox"/> REG FORM (included in the application)
*PLEASE MAKE SURE ALL INFO IS CLEARLY WRITTEN | <input type="checkbox"/> Copy of valid NYS car registration(s) the student will be driving |
| <input type="checkbox"/> ROD FORM (included in the application) | <input type="checkbox"/> Picture of the inspection sticker(s) (in the window) of the vehicle the student will be driving |
| <input type="checkbox"/> Copy of valid NYS driver's license of parent or guardian | <input type="checkbox"/> Copy of the car insurance card(s) of the vehicle the student will be driving |
| <input type="checkbox"/> Copy of valid NYS permit of the student | <input type="checkbox"/> A picture of the check/money order for the driver's ed program |

NOTE: Once all of the above items are received, an email confirmation will be sent to the parent's email address listed on the REG FORM within 1-2 days. **If you do not receive an email, some or all of your documents have NOT been received. Please recheck your sent email before inquiring.**

Things to remember:

- Program runs from **January 11th - March 17th, 2022.**
- Payment is due **BEFORE** the program starts. Please make checks/money orders payable to:
HUFSD Driver Education Program
(\$200 for HHS students and \$250 for non HHS students)
- Please mail checks to:

Huntington High School
ATTN: Nicole Haas
188 Oakwood Road
Huntington, NY 11743
- If any of the required documents expire during the length of the course, the updated documents **MUST** be submitted to the office in order to continue with in-vehicle instruction.
- Once the program is completed, send your IVC Form to Nicole Haas at driversed@hufsd.edu or have your child bring in the form. **FORMS MUST HAVE AT LEAST 24 HOURS OF IN-VEHICLE INSTRUCTION LOGGED (no exceptions).**

HUNTINGTON HIGH SCHOOL
2022 WINTER DRIVER EDUCATION APPLICATION

Registration and all required documents from the **DOC FORM** must be submitted in one email to Driver Education Assistant, Nicole Haas at driversed@hufsd.edu.

***Registration information will be time stamped, reviewed and organized to ensure that the registration details were followed. If all required documents are not submitted on time, course placement may be prevented.**

Course Information:

The course will run from January 11th - March 17th. Students will log on **two** days per week for **1.5 hours** each day. Students may **ONLY** miss a total of two lectures. However, all missed lecture classes must be made up immediately with the classroom instructor. Once a student misses the **third** class, they may be dropped from the program and will not be eligible for a course completion certificate (MV-285). **CLASSES CANNOT BE MADE UP ONCE A NEW SEMESTER BEGINS.** Students are responsible to complete 24 hours of in-vehicle instruction with a parent or guardian.

Registration Fee:

\$200.00 for HHS students and \$250.00 for Non-Huntington HS students

Checks or money orders must be made payable to: **HUFSD DRIVER EDUCATION PROGRAM**

Mail to: **Huntington High School**
ATTN: NICOLE HAAS
188 Oakwood Rd
Huntington, NY 11743

The following requirements must be completed in a satisfactory manner to receive a MV-285 certificate: 24 HOURS OF LECTURE; 24 HOURS IN THE CAR. If the original MV-285 certificate is misplaced, there is a \$25 fee for a new certificate.

Student's Full Name (exactly how it appears on permit) _____
First Middle Last

Street Address _____ Town/City _____ Zip _____

Date of Birth ____/____/____ NYS Driver's Permit # _____

Student Cell Phone # _____ Parent/Guardian Cell Phone # _____

Student E-mail _____ Parent E-mail _____

SCAN AND EMAIL FORM TO driversed@hufsd.edu

ANY DOCUMENTS SENT THAT DID NOT FOLLOW THE REGISTRATION INFO WILL NOT BE ACCEPTED

ROD FORM

HUNTINGTON HIGH SCHOOL DRIVER EDUCATION

2022 WINTER COURSE

Parent/Guardian Name: (print) _____ NYS License ID#: _____

Student Name: (print) _____ NYS Permit ID#: _____

I certify that as the parent/guardian, I have received the following items/information from the Director of Driver Education at Huntington High School in order for the student enrolled to receive the MV-285 course completion certificate. **(ALL FIVE NEED TO BE CIRCLED):**

- | | | | |
|---|--------------|-----|----|
| 1. Document form (DOC) | (circle one) | YES | NO |
| 2. Schedule/Instructor Info (CAL) | (circle one) | YES | NO |
| 3. In-Vehicle Completion form (IVC) | (circle one) | YES | NO |
| 4. Registration form (REG) | (circle one) | YES | NO |
| 5. Driving Manual (available on the district website) | (circle one) | YES | NO |

I understand that the District must receive the registration form and all required documents required during the specific registration dates and times or they may not be accepted. Both Parent/Guardian and student must complete and sign the IVC form after completing 24 hours of in-vehicle instruction and return to the Director of Driver Education. I acknowledge that the student must log on for the 24 hours of remote classroom instruction. All log in hours and assignments must be completed and will be graded by classroom instructor.

The certificate of course completion (MV-285) will only be issued once the Director receives the IVC form and the classroom instructor verifies that all hours and assignments were completed by the student and they have received a passing grade. Once we notify the students that the MV-285 certificates have been generated, they must come to Room 122 at HHS to sign that they have received their certificate.

Parent/Guardian Signature: _____

Date: _____

Student Signature: _____

Date: _____

SCAN AND EMAIL FORM TO driversed@hufsd.edu

Huntington High School Driver Education
 Remote Classroom Instruction
 Classroom Instructor: Mr. Mike Marinello
 Email: mmarinello@hufsd.edu

CAL FORM

Jan/Feb/Mar 2022

Google Classroom Code: will be emailed to student once registration is complete
 Students must log on every day listed

***Students cannot miss more than 2 lecture classes and all absences must be made up with Mr. Marinello. If a 3rd class is missed, student will NOT receive a course completion certificate. Students will be notified by the instructor of how attendance will be taken.**

JANUARY 2022				
Monday	Tuesday	Wednesday	Thursday	Friday
10	First Day of Class 11 5:30 - 7pm	12	13 5:30 - 7pm	14
17	18 5:30 - 7pm	19	20 5:30 - 7pm	21
FEBRUARY 2022				
Monday	Tuesday	Wednesday	Thursday	Friday
	1 5:30 - 7pm	2	3 5:30 - 7pm	4
7	8 5:30 - 7pm	9	10 5:30 - 7pm	11
14	15 5:30 - 7pm	16	17 5:30 - 7pm	18
MARCH 2022				
Monday	Tuesday	Wednesday	Thursday	Friday
	1 5:30 - 7pm	2	3 5:30 - 7pm	4
7	8 5:30 - 7pm	9	10 5:30 - 7pm	11
14	15 5:30 - 7pm	16	17 Final Exam 5:30 - 7pm	18

IVC FORM

2022 WINTER COURSE

BY SIGNING THIS FORM THE PARENT/GUARDIAN AND STUDENT ATTEST TO COMPLETING THE AMOUNT OF HOURS OF IN-VEHICLE INSTRUCTION, OBSERVATION, AND APPLIED PRACTICE SET FORTH HEREIN (AT LEAST 24 HOURS TOTAL) IN ACCORDANCE WITH THE NEW YORK STATE DEPARTMENT OF MOTOR VEHICLES DRIVING MANUAL.

- 1. **The dates/hours of driving MUST be within the course dates (January 11th - March 17th).**
- 2. **Once you have taken your exam, submit the IVC FORM to driversed@hufsd.edu. YOU WILL RECEIVE AN EMAIL WHEN CERTIFICATES ARE READY FOR PICKUP.**

<u>DATE</u>	<u>MINUTES/HOURS IN VEHICLE</u>	<u>DATE</u>	<u>MINUTES/HOURS IN VEHICLE</u>

Parent/Guardian Signature: _____ Date: _____

Student Signature: _____ Date: _____

SCAN AND EMAIL COMPLETE FORM TO driversed@hufsd.edu