



LICENSE TO DRIVE

880 Anthony Drive, Suite 5
Anthony, NM 88021
(575) 882-5255

767 Spruce
Las Cruces, NM 88001
(575) 525-2328

Email address: ltddrivingschool.com

CLASS POLICIES

We would like to thank you for choosing LTD Driving School. In order to serve you better, please take a moment to review our policies.

1. Attendance Policy:

In accordance with New Mexico Traffic and Safety Bureau all students must attend 30 hours of classroom curriculum in order to complete a driver's education course. This means that students are not permitted to miss a class. If a student is absent 1 day they may schedule to make up a class. If students miss more than one day it is necessary to reschedule the drivers education session.

2. Returned Checks:

Any checks that are returned to LTD will be subjected to a \$35.00 returned check fee.

3. Refund Policy :

After 2 ½ hours of classroom time or 1 hour of behind the wheel instruction, all money paid to LTD is non-refundable. If a refund is requested before either 2 ½ hours of classroom instruction or 1 hour of driving, a \$50.00 Administrative fee is charged.

4. Unpaid Balance :

After 30 days from the beginning of each class, all unpaid balances are charged a late fee of \$25.00, add to the unpaid balance. Payments are due the 1st and the last day of classroom instruction.

5. Driving Appointments :

Driving hours are scheduled according to the student's request. Therefore, you must notify LTD, 1 hour prior to any missed driving appointment. Failure to notify LTD will result in a (NO SHOW/NO CALL) of \$40.00 fee, per hour, will be added to the students account

6. Certificate of Completion Replacement Fee :

Lost or destroyed certificates of completion are charged a \$30.00 replacement fee.

7. Graduated Licensing Program :

Step 1 – Learner's permit, student are required to hold a permit for 6 months and log 50 hours of driving instruction. 7 hours are completed in drivers ed.

Step 2 - Six months after the date on the learner's permit, your child is eligible for a NM provisional license, this is for the term of 1 year. This license has a few restrictions such as: no more than one teenager in the car, and a night time curfew between 12:00 am to 5:00 am

Step 3 – Full license (1 year on a provisional license and 6 months on a permit) unless you reach your eighteenth birthday.

* Please feel free to contact any LTD Instructor if you have any questions. Thank you for letting us serve you. *