



2315 Roosevelt Road

Kenosha, WI 53143

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www.kotracdl.com

APPLICATION FORM # _____

Name: _____
(First) (Last) (Middle)

Cell: (____) _____ - _____ Alternative Ph: (____) _____ - _____

SS #: - - e-mail: _____

Date of Birth: ____/____/____

160 Hour Course - Enrollment Agreement

160 Hours CDL Truck Driving Program. Minimum 40 hours of classroom training, minimum 10 hours of observation, 32 hours behind-the-wheel (BTW) and up to 78 remedial hours based on each student's individual needs.

160 Hours CDL Truck Driving Program Curriculum Include:

Preparation for DMV Written Exam. Read and interpret Control System. Perform Pre-Trip Vehicle Inspection. Perform En-route Vehicle Inspections. Complete Post-Trip Vehicle Condition Report. Execute Shifting. Tractor-Trailer Straight Line Backing. Back and Dock Tractor-Trailer. Couple and Uncouple Trailer. Exercise Basic Control. Perform Visual Search. Manage and Adjust Vehicle Speed. Manage and Adjust Vehicle Space Relations. Identify Potential Driving Hazards and Perform Emergency Maneuvers. Identify and Adjust to Difficult and Extreme Driving Conditions. Read Shipping Documents and Evaluate Cargo Load. Deal with Accident Scenes and Reporting Procedures. Record and Maintain Hours of Service Requirements. Plan Trips. Preparation for DMV Skills Exam and Road Test.

Each student is a subject to DOT drug and alcohol pre-enrollment and random testing. The cost of this course does NOT include charges at the DMV Office and the cost of DOT drug and alcohol testing. Student must have his/her Driver's License and Permit present during all driving lessons. In case of an emergency with the truck in/or a bad weather conditions, the school reserves rights to re-schedule driving appointments. All students are responsible to inform the school or driving instructor of any changes or cancellations of a student's driving appointment at least one day in advance. If this is not done at time, school has the right to charge the student for the missed driving lesson(s). Student may attempt final examination ONLY with the instructor's approval.

Upon the completion, Kotra CDL Driving School DOES NOT guaranty employment. However we do provide employment advisory.

Cancellation and Withdrawal

This enrollment agreement is a legally binding contract unless you choose to cancel. You have the right to cancel the enrollment agreement until midnight of the third business day after enrollment. You will receive full refund within 10 business days after the cancellation.

If you withdraw your enrollment after the midnight of the third business day of your enrollment but before completion of 60% of the training program (96 hours of training), you will be refunded on a pro rata basis within 40 business days after withdrawal (\$16.25 for every unused hour of training, minus \$100.00 processing fee). No refund will be issued after completion of 60% or more of the training program.

Student who misses 3 days or more without notifying the school is considered withdrawn and the refund will be issued according to the withdrawal policy.

The school will make refunds due to withdrawal or dismissal within 40 calendar days after school dismisses student or receives notification of withdrawal.

Costs:

Tuition fee for 160 HRS: \$3,100.00

Drug Testing Fee: \$60.00

State Exam Fee: \$150.00

Total Cost: \$3,310.00

*32 hours behind the wheel, plus 10 complimentary hours if needed, additional time behind-the-wheel: \$75.00 per hour

****The price does not include the cost of the Instructors Permit \$30.00 or the DOT physical. Those costs are the sole responsibility of the student.**

If payment for my tuition is being made by a third-party government agency such as the Department of Workforce Development (DWD), or the Department of Vocational Rehabilitation (DVR), and such agency refuses payment to Kotra, Inc. for whatever reason, then by signing this agreement, I shall assume responsibility for all debts and monies due to Kotra CDL Driving School for any training received on my behalf.

This enrollment agreement constitutes the entire agreement between Kotra CDL Driving School and the Customer, and no verbal Statement(s) or promises will be recognized.

Student Signature _____ Date ____/____/____

Instructor Signature _____ Date ____/____/____