



April 8, 2024

Dear Suffolk County Resident:

Suffolk County Community College will again offer high school students its highly regarded New York State-certified Driver and Traffic Safety Education course during the Summer 2024 semester. **Please read carefully!**

To participate, please **submit page 3** of this application with your **payment of \$675.00** to any of the following Suffolk County Community College **Registrar** Offices:

Campus Address	Building Location	Phone
533 College Road, Selden, NY 11784	Ammerman, Lower Level	(631) 451-4004
1001 Crooked Hill Road, Brentwood, NY 11717	Caumsett Hall, Room H113	(631) 851-6780
121 Speonk-Riverhead Road, Riverhead, NY 11901	Peconic, Room 230	(631) 548-2502

Applications and payment will be accepted in-person or by mail only. Registrar cannot process applications over the phone. Please do not send applications via email. All applicants are *minors* and *cannot* register online, as there is no way to prove a parent or guardian is present.

If registering in-person, acceptable methods of payment are check, Master Card or Visa, cash or money order. All mailed applications must pay by check. Please make checks payable to "Suffolk County Community College".

Registration will be accepted on a first-come first-served basis. Our classes fill very quickly, so please plan accordingly. Registrar office hours may vary. For updated hours of operation, please see contact information above. If all classes reach maximum capacity prior to Registrar receiving a *mailed* application, then that application and payment will be returned to the mailing address from which it was sent.

Please contact the Office for Continuing Education at (631) 451-4114 or (631) 451-4399 or send an email to drivered@sunysuffolk.edu if you have any further questions. Thank you.

Sincerely,

Arlene T. Jackson
College Assistant Dean for Continuing Education

ATJ:js Enc.

Suffolk County Community College promotes intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through education that transforms lives, builds communities and improves society.

Central Administration
533 College Road
Selden, NY 11784-2899
(631) 451-4112

Ammerman Campus
533 College Road
Selden, NY 11784-2899
(631) 451-4110

Michael J. Grant Campus
Crooked Hill Road
Brentwood, NY 11717-1092
(631) 851-6700

Eastern Campus
121 Speonk-Riverhead Road
Riverhead, NY 11901-3499
(631) 548-2500

SCCC DRIVER AND TRAFFIC SAFETY EDUCATION SUMMER 2024 PROGRAM GUIDELINES

PLEASE READ CAREFULLY!

PROGRAM REQUIREMENTS

Applicants must be at least **16** years of age and obtain a **valid** learner's permit **prior** to the first day of class. The course consists of 25.5 hours of classroom instruction and 25.5 hours of in-car instruction.

XDT100: LECTURE

Students will complete 25.5 hours of **classroom** instruction. The lecture class includes assignments, quizzes and a final exam. Course materials will be provided during class.

XDT200: DRIVING

Students will complete 25.5 hours of **in-car** instruction, comprised of a 6-hour minimum of actual behind-the-wheel driving experience and an 18-hour maximum of observation **in a supervised driving school vehicle**. **SCCC IS NOT RESPONSIBLE FOR PROVIDING CARS FOR A STUDENT'S ROAD TEST.**

PROGRAM COMPLETION

New York State Office for Driver and Traffic Safety Education (NYS DTSE) mandates that all students **MUST** complete 16 sessions of lecture *and* 16 sessions of in-car instruction in order to receive the Student Certificate of Completion MV-285, issued by the Department of Motor Vehicles. Students must receive a passing grade in both XDT100 and XDT200 in order to receive the MV-285. Students who receive this certificate will be eligible to receive their Class D License at age 17 (rather than at age 18) and may also be eligible for a rate reduction in their automobile insurance.

****MV285 certificates may take up to two weeks after the student successfully completes the program to be released.*

*Please do not schedule your child's road test any sooner than two weeks from the official program end date.****

LOCATION

The Summer 2024 program will be offered on the Ammerman campus in **Selden only**. Classroom locations and driving car assignments will be emailed to the parents/guardians up to one week prior to the program start date.

REGISTRATION

The completed program application form must be received *with* tuition payment of **\$675.00** (per student) no later than **June 7, 2024**. *Please be aware that classes may reach max capacity prior to this date.* Registration will be accepted on a first-come first-served basis. All applicants will **automatically** be placed in their 2nd or 3rd choice if their 1st choice is no longer available. Please plan accordingly. No changes to the students' schedules will be permitted after **June 28, 2024**.

ATTENDANCE

Our program maintains a **strict** attendance policy. The program schedule allows for only **one** absence, which **must** be made up at the end of the program (class #17). This may be used in the event of *extenuating circumstances* only. **By signing this application, both student and parent/guardian commit to the entire schedule posted on page 4. Please review these dates carefully before submitting your registration form.**

REFUNDS

Our refund policy models that of the Suffolk County Community College credit bearing courses, whereby, partial refunds may be issued through the third scheduled class session only. No refunds of any kind will be authorized after that time.

PARENT MEETING

We will hold a virtual informational meeting approximately one to two weeks prior to the start of classes, for registered students and their parents/guardians. **Further information will be emailed to all parents/guardians of registered students after the registration period is closed.**

Non-Discrimination Notice: Suffolk County Community College does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, gender identity or expression, sexual orientation, familial status, pregnancy, predisposing genetic characteristics, national origin, military or veteran status, domestic violence victim status, or disability in its admissions, programs and activities. For more information, see: www.sunysuffolk.edu/nondiscrimination. The following person has been designated to handle inquiries regarding the College non-discrimination policies: **Civil Rights Compliance Officer Christina Vargas**, Chief Diversity Officer / Title IX Coordinator, Ammerman Campus, NFL Bldg., Suite 230, 533 College Road, Selden, NY 11784, vargasc@sunysuffolk.edu, (631) 451-4950. Inquiries may also be directed to the United States

Department of Education Office for Civil Rights, 32 Old Slip 26th Floor, New York, NY 10005-2500; Tel. (646) 428-3800; Email: OCR.NewYork@ed.gov. All campus crime statistics are available on the College website at www.sunysuffolk.edu/safety. Contact Public Safety at any time 24 hours a day/7 days a week (631) 451-4242 or 311 from any College phone.

Suffolk County Community College
DRIVER AND TRAFFIC SAFETY EDUCATION
APPLICATION FORM – SUMMER 2024

PLEASE PRINT CLEARLY!

SCCC STUDENT I.D. # _____

(For SCCC office use only)

The Personal Privacy Protection Law requires this notice to be provided when collecting personal information from individuals. The information on this application will be used by SCCC to evaluate your request for admission and will be incorporated into your student records if/when you enroll. Failure to provide any required information could prevent your application from being processed. The authority to collect this information is found in Section 355(2)(h) of the Education Law. This application will be maintained in the College Records Office and/or by the Continuing Education Office, as appropriate. The official responsible for the maintenance of this information is the College Registrar and/or the Continuing Education Office, Suffolk County Community College, 533 College Road, Selden, NY 11784.

****ALL INFORMATION PROVIDED BELOW MUST MATCH ALL FIELDS PRESENT ON THE APPLICANT'S LEARNER PERMIT ID****

FIRST NAME: _____ MIDDLE INITIAL: _____ LAST NAME: _____		
ADDRESS: _____ CITY: _____ STATE: NY ZIP: _____		
SEX: M ___ F ___ X ___ DATE OF BIRTH: ___/___/___ LEARNER PERMIT OR JUNIOR DRIVER LICENSE ID#: _____		
(Please submit your child's 9-digit permit ID number to drivedred@sunysuffolk.edu no later than 07/03/2024).		

PLEASE PROVIDE PRIMARY PARENT/GUARDIAN CONTACT INFORMATION THAT IS MONITORED REGULARLY. THANK YOU.

PARENT/GUARDIAN #1 PHONE: _____ E-MAIL: _____

PARENT/GUARDIAN #2 PHONE: _____ E-MAIL: _____

Please indicate your first (1) choice, second (2) choice and third (3) choice in the first column below:

July 8, 2024 – August 5, 2024 (Please see page 4 for full program schedule.)		
CHOICE #	XDT 100: CLASSROOM	XDT200: DRIVING
	CRN 66892: Mon/Tue/Wed/Thu, 7:00-8:30am	CRN 66899: Mon/Tue/Wed/Thu, 8:30-10:00am
	CRN 66893: Mon/Tue/Wed/Thu, 8:30-10:00am	CRN 66898: Mon/Tue/Wed/Thu, 7:00-8:30am
	CRN 66894: Mon/Tue/Wed/Thu, 10:15-11:45am	CRN 66901: Mon/Tue/Wed/Thu, 11:45am-1:15pm
	CRN 66895: Mon/Tue/Wed/Thu, 11:45am-1:15pm	CRN 66900: Mon/Tue/Wed/Thu, 10:15-11:45am
	CRN 66896: Mon/Tue/Wed/Thu, 1:30-3:00pm	CRN 66903: Mon/Tue/Wed/Thu, 3:00-4:30pm
	CRN 66897: Mon/Tue/Wed/Thu, 3:00-4:30pm	CRN 66902: Mon/Tue/Wed/Thu, 1:30-3:00pm

PARENT/GUARDIAN AGREEMENT: I have carefully read all details included in all 4 pages of this application, and I hereby give my child permission to register in the non-credit New York State certified Driver and Traffic Safety Education Course to be offered during the Summer 2024 semester at Suffolk County Community College beginning the week of July 8, 2024.

_____ Parent/Guardian Signature

_____ Date

**DRIVER AND TRAFFIC SAFETY EDUCATION
SUMMER 2024 - CLASS SCHEDULE**

Please retain a copy of this schedule for your records.

SUMMER 2024	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
JULY	8	9	10	11
	15	16	17	18
	22	23	24	25
JULY/AUGUST	29	30	31	1 (Final Exam)
	5 (Make Up Day)			

Remember, the program schedule allows for only **one** absence, which must be made up at the end of the program (class #17). *This may be used in the event of extenuating circumstances only.*