



November 13, 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 Spring 2025 semester. **Please read carefully!**

To participate, please **submit page 3** of this application with your **payment of \$690.00** 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 or 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 SPRING 2025 PROGRAM GUIDLINES

PLEASE READ CAREFULLY!

ELIGIBILITY REQUIREMENTS

Applicants must be at least **16** years of age and obtain a **valid** learner's permit **prior** to the first day of class.

XDT100: LECTURE

Students will complete 25.5 hours of **classroom** instruction. The lecture class includes assignments, quizzes and a final exam. Students should bring a notebook and writing utensil to each class. Additional course materials will be provided by the classroom instructor.

XDT200: DRIVING

Students will complete 25.5 hours of **in-car** instruction (6-hour minimum behind-the-wheel and 18-hour maximum of observation) **in a supervised driving school vehicle**. All students must have their permit or junior license on them at all times and wear closed shoes while driving. **SCCC DOES NOT SCHEDULE A STUDENT'S ROAD TEST AND IS NOT RESPONSIBLE FOR PROVIDING CARS FOR A STUDENT'S ROAD TEST.**

PROGRAM COMPLETION

New York State Office for Driver and Traffic Safety Education (NYSDTSE) 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 Senior License at age 17 (rather than at age 18) and may also be eligible for a rate reduction in their automobile insurance.

LOCATION

The Spring 2025 program will be offered on the Ammerman campus in Selden **only**. Classroom locations and driving car assignments will be **emailed** to the parents/guardians one week prior to the program start date.

REGISTRATION

A completed program application form must be received **with** tuition payment of **\$690.00** (per student) no later than **January 17, 2025**. Registration will be accepted in-person or by mail only 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 **February 3, 2025**.

ATTENDANCE

Our program maintains a **strict** attendance policy. The program schedule allows for only **one** absence, which **must** be made up on the last day of classes. This may be used in the event of *extenuating circumstances* only. Please schedule SAT exams only on the dates allotted by the program calendar. **By submitting this application, both student and parent/guardian commit to the entire schedule posted on page 4 and must plan accordingly.**

REFUNDS

Refund requests should be emailed to drivered@sunysuffolk.edu. A 100% refund will be issued if notice is received by **February 7, 2025**. A 75% refund will be issued between February 8, 2025 and February 15, 2025. A 50% refund will be issued between February 16 and February 22, 2025. No refunds will be issued after **February 22, 2025**.

PARENT MEETING

We will hold a virtual informational meeting (via Zoom) a few weeks prior to the start of classes. **Further details 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 – SPRING 2025

PLEASE PRINT CLEARLY!

SCCC STUDENT I.D. # _____

(For 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 drivered@sunysuffolk.edu no later than 02/10/2025). | | |

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

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

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

| FEBRUARY 11, 2025 – JUNE 30, 2025 (Please see page 4 for full program schedule.) | | |
|--|--------------------------------------|--------------------------------------|
| CHOICE # | XDT 100: CLASSROOM | XDT200: DRIVING |
| | CRN 39479: Saturdays, 7:00-8:30am | CRN 39488: Saturdays, 8:30-10:00am |
| | CRN 39480: Saturdays, 8:30-10:00am | CRN 39487: Saturdays, 7:00-8:30am |
| | CRN 39482: Saturdays, 10:15-11:45am | CRN 39490: Saturdays, 11:45am-1:15pm |
| | CRN 39483: Saturdays, 11:45am-1:15pm | CRN 39489: Saturdays, 10:15-11:45am |
| | CRN 39484: Tuesdays, 4:30-6:00pm | CRN 39487: Saturdays, 7:00-8:30am |
| | CRN 39484: Tuesdays, 4:30-6:00pm | CRN 39488: Saturdays, 8:30-10:00am |
| | CRN 39484: Tuesdays, 4:30-6:00pm | CRN 39489: Saturdays, 10:15-11:45am |
| | CRN 39484: Tuesdays, 4:30-6:00pm | CRN 39490: Saturdays, 11:45am-1:15pm |
| | CRN 39486: Tuesdays, 6:00-7:30pm | CRN 39487: Saturdays, 7:00-8:30am |
| | CRN 39486: Tuesdays, 6:00-7:30pm | CRN 39488: Saturdays, 8:30-10:00am |
| | CRN 39486: Tuesdays, 6:00-7:30pm | CRN 39489: Saturdays, 10:15-11:45am |
| | CRN 39486: Tuesdays, 6:00-7:30pm | CRN 39490: Saturdays, 11:45am-1:15pm |

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 Spring 2025 semester at Suffolk County Community College beginning the week of February 11, 2025.

Parent/Guardian Signature

Date

DRIVER AND TRAFFIC SAFETY EDUCATION SPRING 2025 - CLASS SCHEDULE

| SPRING 2025 | TUESDAY (Classroom Only) | SATURDAY (Classroom & ALL Driving) |
|---|-----------------------------|---------------------------------------|
| February | 11 | 15 |
| | 18 No Class | 22 |
| Feb / March | 25 | 1 |
| | 4 | 8 No Class - SAT Exam |
| | 11 | 15 |
| | 18 | 22 |
| | 25 | 29 |
| April | 1 | 5 |
| | 8 | 12 |
| | 15 No Class | 19 No Class |
| | 22 | 26 |
| Apr / May | 29 | 3 No Class - SAT Exam |
| | 6 | 10 |
| | 13 | 17 |
| | 20 | 24 No Class |
| | 27 | 31 |
| June | 3 | 7 |
| | 10 | 14 |
| | 17 Make Up (Tue Lecture) | 21 |
| | 24 Snow Day - See Below | 28 |
| Monday 6/30: Make Up (Sat Lecture & All Driving) | | |

Inclement Weather Announcement: The following dates have been reserved in the event of a class cancellation due to inclement weather and will only be used if needed.

- Tuesday Lectures: Tuesday 6/24
- Saturday Lectures: Tuesday 7/1
- All Driving Sessions: Tuesday 7/1

In the event of inclement weather, please call our office at (631) 451-4399 to listen to a recorded announcement regarding the status of classes.