

Merkley's Driving School Inc.

348-6686 or 720-6686

www.merkleys.com

NEW PARENTS: Step by Step

*****Signing Up:** Students that are **15 years old** can start Drivers Education. You can sign them up for any class listed online. (Merkleys.com, Click #1 to Enroll). You can sign up until the class start time.

They will come home with a Registration Form that they will need at the DPS to get their permit. (More info on page 2)

Freq. asked questions:

- When do you recommend them starting? **When they turn 15!**
- What package do most people choose? **Most students love the MVP package. Why? It includes the Basic Drivers Education course (10hours of class/6 hours of driving) PLUS on the day of the drive test we will pick the student up, drive for an extra 2 hours to review, give the drive test in a Merkley's car and bring them back home with their license.**
- What is the difference between the Supreme (\$585) and MVP (\$625) package? **The supreme has a one hour review drive and the MVP has a two hour review drive prior to the test.**
- If I get the Basic package do I have to schedule the drive test with DPS? **No! Add a drive test for \$40 and then go straight to the Tag Agency to get your license printed.**

*****Scheduling Drive Times:** Check your email! Once they attend the first day of class we will send them home with a **username and password**. (Merkleys.com, Click #2 Student Login). Once the student is logged in you will click "Schedule My Drive" on the left side.

How to Schedule: After you click "Schedule My Drive" Click the circle to select the drive time, select a pick up location, then go back to where you selected the drive and click "**Schedule**".

If you only receive an email confirmation for one, it is probably because you scheduled them all at once. To review what you have scheduled: Click, "My Schedule".

If you need to change a pick up location or if the pick up location you need is not an option, please call 348-6686. Schedule the drive and then call to add a custom pick up location. Always leave a message so we can get back to you ASAP.

***On the third drive time they will receive a Completion Certificate (Golden Ticket).** (More info on page 2)

*****How to get your permit AND what to take with you to the Department of Public Safety (DPS).**

First: Make an appointment for a Learners Permit to avoid lines, at this website: <https://okdpsweb2.cxmflow.com/WebAppt/Wizard/Services>

- 3) Be at least 15 $\frac{1}{2}$ Years Old
- 4) Be Currently Receiving Instruction in a Driver Education Program
- 5) Have 2 Forms of ID (State Issued Birth Certificate **or** Passport **and** a SS Card, School ID or Parent Affidavit) **NO COPIES**
- 6) Have Social Security Number
- 7) Have School Letter (Includes Proof of Enrollment in School and Passing Grade on the 8th Grade Reading Test: Go to the High School Counseling Office to get it).
 - If school is out for the summer, the office will have summer hours.
 - If school is out for a break get it BEFORE school is out because they will be closed.
 - If you need to take the reading test, it will be offered at some point during the 10 hours of class. Call 348-6686 to confirm a time.
- 8) Have Merkley's Driving School Registration Form **or** Completion Certificate.
 - Registration Form** is the form you sign on the first day of class. **(You WILL take the 20 question written test)**
 - Completion Certificate (Golden Ticket)** is received on your last drive time. The DPS does **NOT** keep it when you get the permit. Make sure to put it in a safe place. You will also need it on the day of your drive test and for an insurance discount. **(You will NOT take the 20 question written test)**
- 9) Pass the Vision & Written Test (75%) at the Department of Public Safety. (If student completes Driver Education before getting a permit; the written test portion of the process will be waived).

***** Now they can drive with a licensed driver 21 or older sitting in the front seat between the hours of 5am-10pm.**

*****How to get your license AND what to take with you to Merkley's.**

1. Log in to the student portal.
2. Update any information (height, weight, race, license number, restrictions, etc.)
- 3A: Select "Purchase" if you do NOT have a testing package.
 - a. Select a package
 - b. Click "Pay Now" or "Pay Later"
- 3B: Click "Road Test Request Form"
 - In the message: Let us know which package you are wanting. We can also see what you select. We will schedule as close to the time you request. Make sure to read your confirmation email.

To get a License (Intermediate License, Restriction G) you must:

- 1) Be at least 16 years old.
- 2) Have had a permit for 6 months with no accidents or tickets
- 3) Have driven 50 hours with a permit; 10 of those hours at night.
(The Affidavit must be Signed and Notarized). Form located at www.merkleys.com
If a parent is present you will not need the affidavit. They will sign in person.
- 4) Have Completed Driver Training Program and have Certificate of Completion
- 5) Pass The Driving Test (75%) at the Merkley's or the DPS.

Freq. asked questions:

I received two emails? Which is right? If you have scheduled a drive time before your test you will receive two emails. One for the drive time and one for the test. Your test confirmation email will have the pick up location at one of our offices. That does not mean we drop you off at home after your drive and your parents bring you to the office. That tells the instructor which office to take you to.

When does Merkley's offer the driving test?

Monday-Saturday. Saturdays, we test early. (7-10ish) The tag agency closes at 12 on Saturdays.

***** Now they can drive by themselves and have 1 friend in the car or have as many family members living in the same household in the car with them. They cannot drive between the hours of 10pm - 5am unless it is a school, work or church related activity. Restrictions don't apply if licensed driver 21 or older is in front seat.**