**SPEEDLINE DRIVNG SCHOOL**

**BOX KW300, ACCRA**

0505 092 919

[Contact Form / Registration](http://speedlinegh.com/contact.html)

**REGISTRATION FORM**

Surname …………………………………..…………..…First Name…………………………………………….………………………..

Other names………………………………………………………..………………………… Date of Birth ……………..……………

Sex ……..…..……Occupation……………………….……..……..………Contact No.……….………………...………………….

Address…………………………………………………………………………………………………….………………………………….…………………………………………………………………E-mail.………………………………………………….………………………………

Date of Registration ……………………………………….…………Branch………………….………….……………………………

Package……………………………………………………………………………………………………..………………………………………

Lesson/Transmission Type………………………………………………………………………………………………..……………….

Nationality ………………………………………..………… (NB: Foreign Nationals Must Attach Residence Permit)

Highest Educational Qualification. ………………………………………………………………………………………..…………….

How Did You Know About Speedline Driving School? ………………………………………..………………………..………

I D Number & Type …………………………………………………………………………………………………………………….……….

Are You Hypertensive? ………..……………………………………………………………………………………………………………..

Are You Diabetic? ………………………………………………………….……………………………………………………………………

Do You Have Any Hearing Problem? …………………………………………………………..………………………………………

Do You Have Any Problem With Your Eyesight? …………………………………………..…………………………………….

Have You Been Involved In An Accident Before? .....................................................................................

Facebook ID……………………………………………………………….………………………………………………………………………..

Person To Contact In An Emergency………………………….…………………….………………..Tel……………..…………….

**OFFICIAL USE ONLY** 

Amount Paid……………………………………………………………………………………..

Receptionist/Secretary’s Name……………………………………………………………………………….

Receptionist/Secretary’s Signature………………………………………….Date…………………………..

**General Terms**

∙ Ιt is required that applicants are 18 years or above.

∙ Minimum educational requirement is BECE or Adult Education

∙ All applicants shall provide 5 passport size photographs and photocopy of ID card.ie voters, national ID, or passport.

∙ Foreign nationals must provide a residence permit before they can access driver's license.

∙ Applicants MUST demand the receipt for any payments made. Payment receipts will

Constantly be checked before you access our services.

**∙ Payments are not refundable.**

∙ Easy-wear or slippers are not allowed for both theory and practical lessons

∙ A student CANNOT replace himself/herself with another person

∙ We do not allow improper dressing. (Dress code must be smart casual)

∙ Students are expected to be punctual and time conscious

∙ Insolent behavior towards Instructors will not be accepted

∙ Secretary will call/text you ahead of time if it becomes necessary to make changes to your schedule. Your contact should be reachable. If we do not call/text you and you also do not call/text to make any changes, we will make provision to train you at the proposed day and time.

∙ If you cannot honor an appointment, you must call/text the secretary at least two(2) hours before the time. If you do not turn up for practical lesson(s) but fail to call/text for us to make use of the time, you will be deemed to have utilized the time and the fee(s) for the lesson(s) will be deducted accordingly.

∙ Any student who fails to inform the school about his/her intention to travel will pay penalty. Permission to pause or break the training can only be granted for 2 months. Anything more than 2 months will attract additional fees of 75% of the chosen package.

 **EXPELLING STUDENT**:

(1. violent behavior towards the director, the instructors, the secretary and other students. 2. When the student is found to use alcohol or drugs. 3. Sexual harassment. 4. Dishonesty)

Student Full Name……………………………………………………………..

Signature…………………………………………………………………………...

Date…………………………………………………………………………………..