

TRAFFIC SAFETY PROGRAM

NATIONAL SAFETY COUNCIL 4-HOUR DEFENSIVE DRIVING COURSE

REGISTRATION FORM

What courses are offered?

Parkland College offers two 4-hour Defensive Driving courses: DDC-4 and Online DDC-4. Both courses are sponsored by the National Safety Council.

Who can take each course?

Both courses are open to the public and may be taken on a voluntary basis. Drivers who are participating in Court Supervision for a single traffic ticket may also be able to attend the course at Parkland College. Drivers under Court Supervision must contact their ticketing county to determine if they are eligible to participate at Parkland College.

Which course should I take?

Drivers under Court Supervision must contact their ticketing county to determine which course they are required to attend. NOTE: Not all ticketing counties accept the Online DDC-4. Please contact your ticketing county to verify if you may consider the Online DDC-4 option or if you must attend the instructor-led class.

When is the course offered?

Upcoming course dates can be viewed on the web at www.parkland.edu/traffic. The online DDC-4 course can be accessed at any time.

How much does the course cost?

The non-refundable course fee is \$49 for the instructor-led DDC-4 or \$69 for the Online DDC-4.

When should I register/pay?

Advanced registration is required and all fees are due at the time of registration. Courses fill on a first-come, first-serve basis and seating is limited.

Can I reschedule?

You can reschedule by contacting the Traffic Safety Program office at (217) 353-2104. To avoid a fee you must reschedule at least 48 hours in advance. If you reschedule less than 48 hours in advance, you will be charged a \$12 rescheduling fee.

If you fail to attend your scheduled class, your registration fee is forfeited. To register for a new class you must contact the Traffic Safety Program office and repay your original program fee.

How do I register?

To register, follow steps 1-4 to the right.

Who can I call to learn more?

For more information on traffic violations and Court Supervision, contact the Circuit Clerk's office in your ticketing county.

For more information on the registration process and scheduling at Parkland College, contact the Traffic Safety Program office at (217) 353-2104. Further information is also available online at www.parkland.edu/traffic.

STEP 1

Personal Information

Complete all fields in ink and print clearly. An incomplete or illegible form will delay or prevent enrollment. The information on this form will be used to communicate important course details with you. It is also used to produce your certificate of completion for the course. Please make sure the information you include is accurate and legible.

Name: _____
Last First Middle

Mailing Address: _____ **Apt #:** _____

City: _____ **State:** _____ **Zip:** _____

Daytime Phone: _____ **Evening Phone:** _____

Date of Birth: _____ **E-mail:** _____

Driver's License #: _____ **State Issued:** _____

Ticketing County: _____ **Deadline:** _____

STEP 2

Course Selection and Scheduling

DDC-4 is offered in the classroom on select Tuesday evenings, Saturday mornings, and Saturday afternoons. The DDC-4 course is also offered in an online format, which does not have to be accessed at any specific time. In the space below, indicate which course you are registering to attend. If you are taking the course in the classroom, write in the date/time you would like to attend in the space labeled Scheduling Preference. Please write in an alternate date/time in the space labeled Scheduling Alternative.

Course: **DDC-4 (\$49)** **Online DDC-4 (\$69)**

For course dates visit
www.parkland.edu/tsp
 or call (217) 353-2104

Scheduling Preference: _____
(Not applicable to online course) Enter date and time

Scheduling Alternate: _____
(Not applicable to online course) Enter date and time

STEP 3

Payment Information

Payment is due at the time of registration and must be submitted with this form. Payment is accepted in the form of cash, check, money order, or credit/debit card. If you are paying in-person with cash, please bring exact change. If you are paying by check or money order, please make your payment to "Parkland College." If you are paying by credit/debit card you may include your card information in the space below or provide the same information over the phone by calling (217) 353-2104.

Payment Type: **Cash** **Check** **Credit/Debit Card** **Money Order**

Card Type: **Visa** **MasterCard** **Discover**

Card #: _____

Expiration Date: _____ **3-digit security code:** _____

Cardholder's Name: _____

STEP 4

Submit your registration form and payment to the Traffic Safety Program office

Your registration will not be complete until both your completed registration form and non-refundable course fee have been received. These materials can be submitted in person or via mail, e-mail, or fax using the information below. To better ensure that you receive the scheduling you prefer, please register at least two weeks in advance of the desired course date.

Traffic Safety Program
 1315 N Mattis Ave
 Champaign, IL 61821

Phone: (217) 353-2104
Fax: (217) 351-5928
E-mail: TrafficSafety@Parkland.edu

FOR OFFICE
 USE ONLY

CLASS #

DAY

DATE

TIME