Registration and Refund Policy – FDU Motorcycle Safety Education Program

Payment in full is required at registration. Registration by telephone can only be completed by providing a valid credit card number. Registration can be made by mail by completing a program application form and submitting it with a check or money order for the entire amount. FDU reserves the right to schedule students for alternate class dates than those requested by students on the registration form. Registrants who refuse the alternate dates will receive a full refund. Registration can be made in person at the FDU Office of Continuing Education in Hackensack, NJ, from 9-5 Monday through Thursday. Cash payments can be made in person at the Continuing Education Office only during the above hours. DO NOT SEND CASH VIA MAIL. Registration changes or cancellations must be made NO LATER than five full working days before the start of the course. Tuition, minus a $20 registration fee, will be refunded for cancellation made before this deadline. Non-cancellation changes in registration made before this deadline will require payment of an additional $25 rescheduling fee. ANY REGISTRATION CHANGES OR REFUNDS FOR CANCELLATION AFTER THIS DEADLINE WILL BE MADE ONLY AT THE DISCRETION OF THE OFFICE OF CONTINUING EDUCATION.

Classes begin promptly, and students are required to attend all sessions on time. Students can be removed from the class by the instructors if they are more than 15 minutes late for class. Students removed from class for tardiness will forfeit their entire tuition and registration fees. No exceptions. Students without a validated motorcycle permit or license will be removed from the class. Students who fail to cancel or reschedule their registration prior to the deadline and who do not attend class, or who voluntarily drop out of the class, or who are removed by the instructor for either tardiness or safety reasons, will not receive a refund of either their tuition or registration fees. Exception to this policy is made to individuals with an illness who provide a note from a physician. FDU reserves the right to cancel classes without prior notice for any reason. Students registered for a canceled class may either reschedule for a later course at no additional cost, or may opt for a refund of their tuition and fees.

Please Choose 2 Alternate Dates for Weekend BRC (2 months in advance)

| □ BASIC RIDERCOURSE (BRC) | □ ONE-DAY SEMI-PRIVATE LESSON (UP TO 6 STUDENTS) |
| □ ADDITIONAL RIDING BRC (A-BRC) | □ IRETEST OPTION (ONLY with A-BRC)* |
| □ MVC documents required for A-BRC retest option; make arrangements through original BRC site |
| □ ERC1 PRACTICE* | □ ERC2 PRACTICE* |
| □ ERC2 PLUS* | □ ERC2 PLUS WITH PASSENGER* |
| * You will receive a self–inspection form upon registration; you must abide by its guidelines. |

Use a self–inspection form?

PAYMENT METHOD: □ Group Rate/Special
Check or Money Order Enclosed □ Check Number Enclosed □ Amount Enclosed
Please charge my credit card: □ AMEX □ VISA □ MC □
Card Number ____________________________ Security# ______________________
Expiration Date ______________________ Signature __________________________

Send the registration form along with check, money order or charge card info to:

Fairleigh Dickinson University
Office of Continuing Education
1000 River Road, H-DH1-02
Teaneck, NJ 07666

Remember!

You will need:
- Current and validated Motorcycle Permit (includes passing the written test and eye test at MVC), or a valid Motorcycle License from any state.
- Notarized Parental Consent if under 18 years of age.
- Boots: a minimum of one inch above the ankle, no canvas or cloth.
- D.O.T. approved Eye Protection.
- Full–fingered Gloves (leather).
- Long sleeve shirt or jacket, long pants of durable material without defects.
- Rain gear (If necessary). Expect to ride rain or shine.
- Snacks and Drinks

NOTE: Motorcycles and helmets are provided for BRC and A-BRC.

FOR ADDITIONAL RIDING BRC (A-BRC)
- Must have taken an MSF entry level course within the past six months, regardless of passing.
- Plus, all requirements above.

FOR EXPERIENCED RIDERCOURSE PRACTICE (ERC1) AND EXPERIENCED RIDERCOURSE PLUS (ERC2)
- Motorcycle license from any state.
- Your own helmet (DOT approved) and motorcycle*
- Riding & safety gear as above.

*Instructors conduct inspections on all motorcycles. They must have current registration, insurance and inspection, with fully charged battery and properly inflated tires with adequate tread. If, according to MSF standards the motorcycle is in an unsafe state of repair, the student will not be allowed to continue with the course, nor will they be eligible for a refund.

All RiderCoach decisions regarding safety are final.

ridesafe@fdu.edu
www.fdu.edu/motorcycle