

# General Terms of Service in Driving School High

## 1. Definitions

- OSK – Driver Training Centre
- WORD – voivodeship examination centre for drivers
- Student – participant of the Driving Course
- PKK – Driver's Profile, official document from the Communication Office
- Internal Exam – exam run at the end of the course. Passing the exam results in finishing the course, updating the PKK, and, therefore, the possibility of scheduling the exam in WORD

## 2. General provisions

- The course provided by the OSK is organised according to the current law and in the areas required by law.
- The student, as a participant of the course organized by the OSK, accepts to follow the rules during the course

## 3. The rules of Training – Driving Course

- to begin the course, you must present the PKK Number
- The first part of the course – theoretical – consists of 30 hours of classes (10 in the AM category). Details can be found on the website maintained by OSK [www.high.com.pl](http://www.high.com.pl) and at the office.
- OSK allows theoretical classes in the form of lectures or by using an e-learning platform.
- Second part – practical, is a minimum of 10 clock hours for AM category, 20 clock hours for A1, A2, A category and 30 clock hours for B category driving licence, using vehicles owned by OSK.
- OSK reserves the right to claim damages and compensation from the student in the event of damage to the vehicle due to the student's fault or other deliberate action, which results in the damage to the training vehicle and cover any losses reported by the OSK. OSK assumes the repair of minor damages in the training process up to 500 PLN because of the motorcycle's rollover.
- Dates of practical classes are only scheduled at the Office of OSK (personally or by telephone)
- Before the start of the first practice class the Student receives from the OSK the Driving Course Card with which he is obliged to attend each class.
- OSK reserves the right to cancel classes. The Student has the right to cancel previously booked classes. The Student will not be charged if the student informs OSK about the desire to cancel the class but no later than 14:00 in the workday preceding the booked practise class. In case the Student does not come for an appointment, or cancels classes too late, classes are in charge and the person is obliged to buy additional training hours. The minimum number of practical hours needed to finish the course is 30 for category B, 20 for categories A1, A2 and A and 10 for category AM.
- Practical classes cat. B start and end in Poznań on Chwaliszewo street 76.
- Classes start and end on the manoeuvring square - High Driving School on Borówki street 4 in Poznań for categories A, A1, A2 and AM.
- At the end of the course, in accordance with the Polish regulations, an internal exam is conducted.
- In case of failure, the exam has to be repeated. The cost of every revision is: 30 PLN for theoretical part and 70 PLN for practical part.
- The fee is paid at the office of High Driving School.

## 4. Payment

- the Student undertakes to pay the course fee:  
- in cash or by card at the OSK Office

- via bank transfer to one of the OSK bank accounts,  
for category B: 65 1140 2004 0000 3802 4091 2366;  
for category A, A1, A2, AM: 52 1140 2017 0000 4302 1090 8673

- The Recipient of transfers is: Marcin Kukawka, 61-104 Poznan, Chwaliszewo street 76
- The student of the category A, A1, A2, AM course is obliged to pay the full course fee by the day of the beginning of the practical training. If there is no payment, the classes will be in charge.
- The student of category B course has to pay a first instalment of minimum PLN 600 at the latest on the day of the first theoretical class; a second instalment of at least PLN 600, no later than the day of the 10th hour of practical classes; the rest part of fee not later than the day of the 20th hour of practical classes.
- OSK has the right to stop the training if the payment for the driving course is not made by the student
- If the course lasts longer than 3 months from the date of signing the agreement and the reason depends on student, OSK shall recalculate of the cost of the course
- In case of the cancellation from the course, the student shall be settled by the head of OSK.
- Student may take the State exam on the vehicle provided by the OSK, the same used during the course. The date and time of the exam should first be confirmed by the OSK. The cost of renting of the vehicle is PLN 95 for a passenger car and PLN 200 for motorcycles (applies to WORD Poznań)
- Students of categories A, A1, A2 and AM are obligated to use footwear with a flat sole, covering the ankle, trousers with long legs and jacket with long sleeves during practical classes. The OSK reserves the right to cancel the class and charge the Student if the outfit does not follow the above regulations.
- All matters not covered by the regulations are settled by the head of OSK.

Kierownik Ośrodka Szkolenia High

mgr inż. Marcin Kukawka