

Dear ADI

Thank you for signing up to work with us at, myintensivecourse.com

Your account includes:



Online ADI diary / Progress report



Advance payments by bank transfer



More customers with no advertising cost



Free theory test booking service – Just the £23 DVSA fee



Free driving tests booking service – Just the £62 DVSA fee



Free online theory study for your pupils



Discounted fast track test booking - £10 with unlimited test date changes



Priority in your nominated postcodes

As we mentioned on the website there is no contract with us. All you need to do is sign up to receive intensive courses in your area. You are under no obligation to accept courses. However, we do have a few rules we ask you to follow when working with us. Please read below for more information. When you accept a course from us, we will email you asking you to confirm you can take the course on with the guidelines we have set.

There is nothing scary, just a set process to help protect yourself, the customer, and the business.

1. When you confirm you can cover a course, it is your responsibility to ensure it is fulfilled
2. You never ask the customer for more money than is agreed when you accept the course
3. You will not ask the customer for additional fees for the test day and use of your car
4. If you cancel any part of the course, you must return the money for unused hours to the customer
5. You will attend all pre-arranged sessions and not cancel without good reason
6. You will contact the customer within 24 hours of accepting the course to introduce yourself
7. You will make arrangements for all the hours of the course directly with the customer
8. You will show your ID to the customer to confirm you are working on behalf of myintensivecourse.com
9. You will accept a test on behalf of you and your pupil at a time mutually convenient

In the past we have experienced ADI's who have taken the course money, and either been removed from the register, accepted full payment and not contacted the customer, have argued with the customer then cancelled without returning the money to the customer. We must emphasise, should any of the above happen, or anything close to the above we will assist the customer in recovering the money by any legal means possible.

Equally, as above if there is a situation with a customer where they have not paid any monies owed to you. We will do the same and ensure you are rightfully paid for your valuable time.

The Course

When we book an intensive course, it is on the understanding the number of hours sold to the customer includes driver training on all but one hour that is reserved for the driving test as follows.

Hours Booked	Training Hours	Test Duration	Rest Stops	Lift Home
6	5	1	Not deducted*	Complimentary
12	11	1	Not deducted*	Complimentary
18	17	1	Not deducted*	Complimentary
24	23	1	Not deducted*	Complimentary
30	29	1	Not deducted*	Complimentary
36	35	1	Not deducted*	Complimentary
42	41	1	Not deducted*	Complimentary
48	47	1	Not deducted*	Complimentary

*Non scheduled stops requested by the customer are deducted at your discretion.

Protecting you, the ADI

At My Intensive Course we were founded by an ADI who understands there is often a case when the ADI is let down or has an issue with the customer, beyond their control.

Any hours not completed by the fault of the customer are non-refundable. This is in the customers terms and conditions.

The driving test

We trust your professional judgment. If you feel the pupil is a danger to the public and you revoke the use of your car for the driving test, we will support you completely. Even though we are businesses we also have a duty of care and a professional standard to uphold. However, if the customer is not far from a safe standard of driving it is feasible to allow the test to go ahead for the customer to gain that experience. The DVSA examiner will highlight any area of improvement needed then you can negotiate with the learner to take additional training to remedy this. They will be entitled to a fast-track test free of charge. They will however need to pay the DVSA test fee of £62 to us.