

Extension Request **\$50 Processing Fee**

(For students beyond 30-days late and/or requiring additional time to complete the course.)

PEN will process this request within 2 business days from the date this completed request is received along with a fifty dollar (\$50.00) non-refundable extension fee. Payment by check will take an additional 10 business days for processing. Once processing has been completed, student may continue with his/her course. *Failure to complete this course within the additional 30 day extension period may result in additional fees.*

The following student was unable to complete their course within 30 days and requires a time extension to complete their Driver Education Program.

STUDENT INFORMATION		Today's Date:	MM/DD/YY
		Student's Date of Birth:	MM/DD/YY
Student's Full Name:		State:	Zip:
Address (Apt. if any):	City:		
(Area Code) & Phone Number:	Email:		
Is this request for an Internet Course? Yes No	If "No", Indicate Student Number (on right hand corner of registration):		
Approximate date this student <i>initially</i> enrolled in the course:		MM/DD/YY	

PARENT/GUARDIAN INFORMATION

Parent's Full Name (If payment is by credit card – Please print name exactly as indicated on card).			
Address:	City:	State:	Zip:
(Area Code) & Phone Number:	Email:		

Continue completing this form only if you are paying by credit card

Credit Card Type (circle one):	
VISA	Master Card AmerEx
Card Number:	Expiration Date: MM/YY

My signature below authorizes Private Educational Network, to charge my credit card a \$50.00 non-refundable extension fee as indicated above.

Card holder's signature:	Date of Signature: MM/DD/YY
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Payment by Credit Card:

Mail or fax this completed form to:
(408) 549-9912.

Payment by Check:

Make check payable to PEN and mail it with this form to the address below:

Private Educational Network * 350 W Julian St. Bldg#5* San Jose, CA 95110-2305
www.PENSschool.com * extensions@penschool.com
(408) 280-1122 Fax: (408) 549-9912