

## STANDBY POLICY (STATE GRANTEES ONLY)

### COVID-19 GUIDELINES

MO would like thank you for your patience during this difficult time. Your welfare is our primary concern. When attending your scheduled training class, here are some ways to help keep yourself and others safe.

- If you have signs of a fever, coughing and/or shortness of breath, you should stay home. Students exhibiting symptoms will be confidentially asked to return home.
- You are required to provide all of your own gear - including a DOT certified helmet. **The student helmet loaner program has been suspended for the 2020 training season.** At this time, we **strongly discourage** the sharing of gear with other students.
- We encourage all students and instructors to wear the right personal protective gear, including masks.
- Make sure you're using an alcohol-based hand sanitizer often. The Instructors should make sanitizer available for student use.
- Maintain social distancing practices. Keep six feet apart and keep a personal space bubble while meeting on the range. Avoid personal contact with students and Instructors.
- Leave your helmet on during the range sessions except on scheduled breaks.
- **DO NOT** use your mouth or teeth to "hold" your gloves or remove your gloves.
- Training sites will wipe down tables, all door handles, sink handles, motorcycle seats, hand grips, keys, water jugs, spouts, etc. before and after class.
- Everyone will be responsible for providing their own drinks to prevent the spread of the virus. With restaurants only offering carry out, it will be more convenient and time efficient to bring a sack lunch and snacks with you to class.
- Sites will have highlighters, pens and/or pencils on site, but to reduce the risk of spreading COVID-19, we ask that you bring your own writing utensil.
- Please note that many of our training sites **DO NOT** have running water and the only restroom facilities are portable toilets. Even for training sites with indoor facilities, we may not have access if the facility is closed to outside organizations. If you are uncomfortable with this, you may want to opt to cancel.

### STUDENTS THAT ARE HIGH RISK FOR COVID-19

If you are in the high-risk category and uncomfortable participating in a class, please reach out to us at [mogen@dps.ohio.gov](mailto:mogen@dps.ohio.gov) and we'll process a refund. Unfortunately, we are unable to transfer a 2020 class to a class in the 2021 season.

### OUR CUSTOMERS WITH AN EXPIRED TEMPORARY PERMIT AND/OR ENDORSEMENT

On March 27, 2020, Governor Mike DeWine signed Sub. H.B. 197, which states that Ohio licenses (including driver license, CDLs, and registrations) expiring during the declared State of Emergency shall remain valid until either 90 days after the declared emergency ends, or December 1, 2020, whichever comes sooner. The State of Emergency was declared on March 9, 2020.

### OUR CUSTOMERS WITHOUT ANY TEMPORARY PERMIT AND/OR ENDORSEMENT

All students must have a temporary permit and/or endorsement for their respective class. Students without those documents will not be permitted into class. Please reach out to the Motorcycle Ohio office via e-mail, [mogen@dps.ohio.gov](mailto:mogen@dps.ohio.gov), to request a refund or reschedule your class.

### IF YOUR CLASS IS CANCELED OR RESCHEDULED

Customers needing to reschedule or cancel a class should send an e-mail to [mogen@dps.ohio.gov](mailto:mogen@dps.ohio.gov), include their full name and driver license number for verification. The MO staff will be in the office Tuesday – Thursday, 8am-5pm. For a quicker response, please send us an e-mail at [mogen@dps.ohio.gov](mailto:mogen@dps.ohio.gov).

If you prefer to cancel and receive a refund, we completely understand; however, we cannot guarantee you a seat if you chose to participate as a stand-by.

Customers requesting to be rescheduled may do so only in the 2020 training season. If you are unable to attend a class during the 2020 season, we will need to issue you a refund since we are unable to transfer your funds to the 2021 training season.

## **“Standby” Policy**

Motorcycle Ohio encourages standby students to audit the class (at no charge) with the possibility of a no-show on the first morning of the range exercises. Full course payment must be paid prior to the riding portion of the course.

- Standby students may fill any “no-show” openings by being at the class location at least 15 minutes before the class starts.
- Any scheduled student not present at the start time of class has forfeited their seat in the class, as well as their tuition. No refund will be given.
- Any student who has missed a class and is getting into a class through the standby process must pay again.
- If a student registered for a later class gets in through the lottery, the confirmation waiver for the class that has yet to happen must be presented to show proof of payment or you must pay again.
- Students **must bring and show their valid motorcycle TIPIC** (Temporary Instruction Permit Identification Card) or endorsement to the instructor before starting class.
- Instructors will use a lottery process to fill any openings at the start time of the class.
- **Minor students** (15½ to 18 years of age) and **students who are active military** have priority over other standby for the Basic Rider Skills class.
  - **Minor students** must have a parent or guardian sign a Motorcycle Safety Course Waiver & Indemnification form before any riding exercises ([Download Waiver](#)).
  - **Students who are active military** will be required to show active military I.D.
- Students must have proper riding gear to participate in the riding portion of the class.
  - Students must provide and wear protective gear consisting of long pants, high-top boots or shoes, long sleeve jacket or shirt covering the wrists, and full finger gloves.
  - Students must wear a DOT certified helmet with eye protection when seated on a motorcycle.
  - Novelty helmets will not be allowed in the course.
  - To reduce the risk of spreading the COVID-19 virus, Motorcycle Ohio will not be providing/loaning helmets during the 2020 training season. Students must provide their own DOT certified helmet for class.
  - For the basic three day Basic Rider Skills (BRS), the first night is classroom only and riding will take place on the second and third days. For the two day BRS, or the one day BRS-Returning Rider (BRS-RR), BRS-2 and/or Advance Rider Skills (ARS) bring riding gear to class.
- Agree to the Terms & Conditions of the course.

All students (minor and adults) need to complete a registration form provided by the instructor, and pay the non-refundable registration fee. This payment can be paid by electronic check, credit or debit card (American Express, Discover, MasterCard or Visa). Cash is not accepted.

This standby process does not guarantee any student getting into the class.