



Getting Started

Congratulations, you are ready to begin the second phase of your driver education — behind-the-wheel instruction. Frost Driving School is a member of Schedule 2 Drive, you will be able to quickly and easily schedule your driving sessions via the Internet!

Before you can schedule your first drive, you will need to **obtain your learner's permit** and complete the following 3 easy steps.

1. Register for a Schedule 2 Drive account.

- a) Go to www.frostdrivingschool.com & click on the Schedule 2 Drive link located at the top right of the page
- b) Click the  button.
- c) Enter your school code (c2515), first name, and last name and click the  button.
- d) Enter your permit number, high school, birthday, address, city, state, zip code, phone number, email address, and your parent's email address. You will be asked for your permit number and birthday twice because you will use this information to log in to the system.
- e) Click the  button.
- f) Verify the information you entered to ensure it is correct and click the  button.

2. Pay the one-time \$10.00 fee using a credit card or a money order.

- a) Select a payment option and click the  button.
- b) Follow the steps below based on the payment method chosen.

Credit Card	Money Order
▶ Enter your billing and credit card information. ▶ Click the  button. ▶ Click the  button. ▶ Print a copy of the order confirmation for your records.	▶ Print out the money order payment information form and mail the form, along with your money order to the address below: Schedule 2 Drive 705 E. 8th 1/2 St. Houston, TX 77007 ▶ Money orders may take up to 10 days to process.

3.

Have your account activated by Frost Driving School.

After your payment has been received, Frost Driving School will activate your account. **YOU MUST** call the office at 254-933-7788 to activate your account. Once you've done this you will be able to schedule driving times.

4. Editing Your User Profile

Please make sure you update your User Profile with your email address and your mobile number so you will receive important email and text message reminders and alerts.

1. From your home page, click on the [User Profile](#) link.
2. Select the Edit tab.
3. Edit the email addresses, phone numbers, and your **Communication Preferences** and click the  button.
4. Updating this information and allowing notifications will help avoid any fees, reduce conflicts in scheduling as well as send friendly reminders of drive times.

5. Scheduling a Drive

To register for a drive time follow the directions below:

1. Click on the [Schedule Drives](#) link located on the left-hand navigation panel.
2. Select a date that has the word [Open Slots](#) on the calendar. If the open link does not appear on a particular date, no drive times have been scheduled for that date. If the word [Full](#) appears, all sessions have been filled.
3. Select the 2- hour block you would like to do in car time; you will commit to do one hour of driving and one hour of observation.
4. Click on the  button.
5. Verify that you have selected the correct time and date and click on the  button.

 **IMPORTANT: If you do not confirm the drive time by clicking on the Register for Drive button you will NOT be registered for the drive.**

Canceling a Drive

Drive times may be cancelled at any time; however, a \$20.00 cancellation fee will be charged for all cancellations within 6 hours of the originally scheduled drive date and time.

To cancel a drive time, follow the steps below:

1. On your home page, click on the [Cancel](#) link next to the session you wish to cancel.

Verify that you have selected the correct session then click on the  button. If you are canceling within 6 hours, a warning notice will be displayed.

6. Parent Log

In addition to the in car lessons Frost offers, the state of Texas requires 30 hours of driving separate from the school. In order to access a log to keep track of this, follow the steps below.

On the left side of the home page of Schedule 2 Drive click the **Parent log button** and this is where you will record the 20 day time hours and 10 night time in car hours. Please be aware that no more than 1 hour a day will count towards your 30 hours behind the wheel. You will print this document and take it to DPS when you are ready to get your license.