




Student Reference Guide

- **REMEMBER – YOU NEED TO PAY FOR “ON THE ROAD DRIVING” BEFORE SCHEDULING DRIVING HOURS**
- **You need to text a picture of your Permit to Mr. Brunelle at 774-930-8883**

Logging On

1. Go to Schedule2drive.com
2. Select MA from the State drop-down menu
3. In the Student Login area, enter your Permit number and Birth Date
4. Click the  button.



Update your Profile

1. Click on User Profile ->Edit.
2. Be sure to update your email address and cell phone number.
3. Make sure all of the other information in your profile is correct.

➡ IMPORTANT – If you are unable to log on, call or text Mr. Brunelle at (774) 930-8883. YOU CAN ONLY USE SCHEDULE2DRIVE IF YOU HAVE PAID FOR DRIVING HOURS.

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 words [Open Slots](#) on the calendar. If the Open link does not appear on a particular date, there are no instructors available for that date. If the word [Full](#) appears, all sessions have been filled.
3. Select the specific time that you would like to drive under the selected date.
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 \$15 cancellation fee will be charged for all cancellations within 24 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.
2. Verify that you have selected the correct session then click on  the button. If you are canceling within 24 hours, a warning notice will be displayed.