

Alcohol Education Program (AEP) Flow Chart

Location: Solicitor's Office Second Judicial Circuit Aiken County Judicial Center 109 Park Avenue, SE Basement Level, Room B101 Aiken, SC 29801	Mailing Address: Alcohol Education Program Attn: Janet Jenkins P. O. Drawer 3368 Aiken, SC 29802	Staff: Janet H. Jenkins, Director Marty V. Rivers, Office Manager Phone 803-642-1557, ext. 1 Fax 803-642-1566
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<u>ENROLLMENT</u>	<u>PARTICIPATION</u>	<u>COMPLETION</u>
Attend scheduled appointment DECENT AND APPROPRIATE ATTIRE REQUIRED AT ALL PROGRAMS/NO SAGGING PANTS or REVEALING CLOTHING*** Provide AEP with your -Enrollment fee (\$250 M.O.) -Picture I.D. -Social Security Card -Ticket (s)/warrant(s)	Attend four (4) alcohol education classes with the Aiken Center or agency designated Pay education class fee (\$100) at the first class at the Aiken Center or agency designated (fees may vary)	Upon completion a letter will be MAILED with instructions. Follow the instructions in the letter, which will include the following. -Return signed expungement order -Send \$250 Money Order payable to the Solicitor's Office for administrative fee -\$35 Money Order payable to Clerk of Court -Send in a written paper on your participation in AEP
What is AEP? SCHP Highway Safety Program Complete enrollment form/ Review contract and sign/ requirement sheet Aiken Center paperwork	Clean drug test (if assigned) Complete Community Service Work (CSW) hours (20) MADD Victim Impact Panel (\$10) Money order only Alive at 25 (\$35.00 money order preferred)	Once all paperwork has been completed and filed, you will receive a certified copy of the expungement order for your records.
Stay crime free No use of illegal substances	Stay crime free No use of illegal substances	Stay crime free No use of illegal substances

You must keep this office informed of your current address and telephone number!!!