

Program Information: Commercial Driver License (CDL) Training



Program Overview:

Program teaches student basic truck driving skills introducing student to the field of heavy-duty trucking. Safety is emphasized as well as equipment knowledge and State and Federal Department of Transportation rules and regulations. Curriculum includes CTTS/NSCSI CDL Study Manual. Field training and testing is conducted on a one-to-one basis. Program prepares student for a [Montana Type 1 Certification Class A License](#) (inter-state). If student is 18 to 21, he/she prepares for a [Montana Type 2 Certification Class A License](#) (intra-state).

Program Provider:

Program is provided by Bitterroot College UM under the supervision of Commercial Driver License Program Instructor Curtis Bunton.

Program Location:

Bitterroot College, 103 South 9th Street, Hamilton, 59840

Program Schedule:

- Classroom instruction (*80 hours classroom and labs*)
 - **June 4 – June 15, 2018**
 - 8am-5pm, Monday thru Friday (*lunch break noon-1pm*)
- Learner's Permit
 - Exam taken at state motor vehicle division office; exam follows completion of classroom instruction; Learner's Permit fee is \$50 (**not** included in program fee)
- Field training (*5 days one-to-one training*)
 - Field training follows earning of Learner's Permit; field training scheduled on a first-come, first-served basis with special scheduling consideration given to non-local students
- State CDL Exam
 - Scheduled after completion of field training; exam is taken at state motor vehicle division office location in Missoula; instructor accompanies student; vehicle used during exam is Bitterroot College tractor trailer; exam cost already included in Learner's Permit fee
- Endorsements
 - Exams for [Tank Endorsement and Double/Triple Trailer Endorsement](#) are taken at student's convenience at any [state motor vehicle division office](#) (no additional fee for endorsement exams)
 - A Hazardous Materials (HAZMAT) Endorsement requires an online application and a scheduled visit to an application center. Visit www.tsa.gov/for-industry/hazmat-endorsement for complete application information.

Program Fee:

- Full payment of **\$4,750 is due by Wed, May 30, 2018** (*see application for payment submission instructions*)
- Fee includes tuition, books & materials (both classroom and field), and drug screening results fee
- Fee does **not** include background check, motor vehicle record, Department of Transportation (DOT) Physical, drug screening sample, Learner's Permit, or TSA HAZPRINT (*for more information see **Program Application Requirements** section*)
- **Refund Policy:** 100% refund before payment due date; 90% refund between payment due date and course start date; no refund after course start date

Program Fee Assistance

➔ **IMPORTANT:** *Program Fee Assistance takes time to process; connect with assistance providers ASAP*

- Pathways Programs Funding (formerly WoRC), Human Resource Council, 303 North 3rd Street, Hamilton
 - Lisa Kearns, (406) 363-6101 ext. 237 **or** Holly Montgomery, (406) 363-6101 ext. 239

Program Fee Assistance *(continued)*

- **NEW! Ravalli County Federal Credit Union - Bitterroot College Roadmap to Success Loans**
 - Call 406.363-4631 and ask for a Loan Officer to learn loan details and submit a loan application
- Rural Employment Opportunities (REO)
 - Will Bodle, william@reomontana.org, (406) 274-4172
- Veterans Administration Educational Benefits
 - Roch Turner, roch.turner@umontana.edu, (406) 375-0100, Bitterroot College, 103 S 9th, Hamilton
- Veterans Administration Vocational Rehabilitation Services Training Funds
 - Shak Emly, shak.emly@va.gov, (888) 279-7528; 2675 Palmer, Suite A, Missoula
- Vocational Rehabilitation Services Training Funds – **Disability Employment Assistance Program**
 - Sarah Seltzer, sseltzer@mt.gov, (406) 375-0203; Bitterroot College, 103 S 9th, Hamilton
- Workforce Innovation & Opportunity Act (WIOA), Job Service HRC Building, 303 North 3rd Street, Hamilton
 - DeLynn Gardner, dgardner@mt.gov, (406) 565-2243 **or** Chelle Twist, mtwist@mt.gov, (406) 560-1689
 - For non-Ravalli County residents, contact local Job Service office listed at jobservices.dli.mt.gov/

Program Application Requirements *(documentation must be submitted with application)*

- **Current Montana Driver License and must be at least 18 years of age**
 - Attach photocopy of current and valid Montana Driver License to program application
- **Background Check**
 - Visit app.mt.gov/choprs/ and under **Public Users** click on **Start Service**
 - Cost is \$14.50; pay online with eCheck, credit card, or debit card
 - Print background check document and attach to program application
- **Motor Vehicle Record**
 - Visit app.mt.gov/dojdrs/ and click on **Public User** and select **1. To obtain my own driving record**
 - Cost is \$7.25; pay online with eCheck, credit card, or debit card
 - Print motor vehicle record document and attach to program application
- **Department of Transportation (DOT) Physical**
 - Obtain a **DOT Physical** through a DOT Certified Medical Examiner (\$60-\$150)
 - Visit nationalregistry.fmcsa.dot.gov/NRPublicUI/Drivers.seam for a listing of local DOT Certified Medical Examiners
 - Attach Certified Medical Examiner's proof of DOT Physical to program application

Note: certain medical conditions (e.g., insulin-dependent diabetes) may disqualify applicant, require DOT Medical Waiver, or affect employment outlook. For more information on DOT physical qualifications read [FMCSR 391.41](#), [FMCSR 391.43](#), and [FMCSR 391.64](#) or discuss with your healthcare provider.
- **Drug Screening**
 - Contact Bitterroot College-approved drug screening site for appointment (\$20-\$50)
 - Local screening site pending; call Bitterroot College at (406) 375-0100 for location information
 - Missoula Medical, Kamai Verworn RMA, (406) 543-6850, 1805 Bancroft, Missoula
 - Bitterroot College will notify student of drug screening results

Retain Program Information for Your Records

Questions? Contact the Bitterroot College at (406) 375-0100 or email roch.turner@umontana.edu or visit www.umd.edu/bc

Summarize previous experience with heavy-duty trucking (if any): _____

What are your employment goals for obtaining a Commercial Driver License (CDL)? _____

By signing this application, I certify that my application information is true and correct to the best of my knowledge, and I understand that falsification or omission of information may result in denial or rescinding of admission to Bitterroot College's Continuing Education Commercial Driver License Training.

Applicant's Signature _____ **Date** _____

For Office Use Only

- Required Application Materials**
- ____ Complete Application
 - ____ MT Driver License
 - ____ Background Check
 - ____ DOT Physical
 - ____ Drug Screen

<p><i>Reviewer's name:</i> _____</p> <p><i>Reviewer's comments:</i></p>

Payment Type: Student _____ Assistance Program _____ Other (*explain*) _____

Application reviewed on _____ **Accepted** _____ **Denied** _____
Date