

STEPS IN OBTAINING A COMMERCIAL LICENSE

Effective January 2005, all van drivers (10-15 passenger) must have a commercial class B license with a Passenger Transport endorsement. At this time, driver's time record keeping (daily log book) as well as drug and alcohol testing are not required.

If you have already completed the van training with us, which included the "Coaching the Van Driver" segment, you do not need to repeat this part.

The first step is obtaining a Medical Examination Report. (Note: You must keep the green medical card with you as well as your license when you are driving a commercial vehicle. Without these, your license will revert to the standard Class C license. If you are driving without it, you can be cited for not having the correct class of license.) Our office will provide you with details and an authorization form for obtaining your medical. When the medical has been completed, please provide copies of both, the medical report and the card for our office. The original will be submitted to DMV by you when your application is accepted.

You will need to go to the DMV office (make an appointment for faster service.)

- Complete an application (available at DMV) for a driver license (DL44). The license you are applying for is a Commercial Class B. The endorsement you will need is a Passenger Transport Endorsement. You will not be driving a Tour Bus, Transit, GPPV, SPAB or a School Bus, nor will you be driving a vehicle with air brakes. The vehicle you will be driving is a bus designed for 11-15 passengers, including the driver. (These questions will be asked on the application)
- Provide a thumbprint.
- Provide verification of your Social Security Number.
- Provide verification of your birth date and legal presence (you can use your driver license for that.)
- Pay either a \$57 or a \$64 application fee (depending on your current license status.)
- Pass a Vision Test
- Pass the two written tests (General Knowledge and Passenger Transport). NOTE: THIS DOES REQUIRE KNOWING INFORMATION IN THE "CALIFORNIA COMMERCIAL DRIVERS HANDBOOK". This handout is online on the DMV site. <http://www/dmv.ca.gov> under "Publications". The Table of Contents identifies what chapters you will need to study based on the type of license you are applying for (i.e., "All Commercial Drivers" and "Passenger Transportation").

Upon successful passing of the written tests, you will be issued a Commercial Instruction Permit. It is valid for one-year, and during this time, we will train and prepare you for the actual drive test. No training can be offered on testing day.

When you are ready, you may call a DMV CDL office and make an appointment for a drive test (Modesto, Stockton, Fresno or Sacramento are the only local CDL offices.) If you are a permanent or part time staff member, or a volunteer on a Short-term Contract, you may elect to have us administer your drive test. Student drivers for the District must take their drive test at the DMV unless on a pay contract or a volunteer contract (eligible for Workers' Compensation benefits) is in effect. If you elect to have me administer your drive test, keep in mind that there is a slight chance you may have to perform another drive test at a later date at DMV. The purpose of this is to audit the training and testing methods that I use.

Once you have passed your written tests and driving tests, you will surrender your driver license and will be issued a temporary license. Your new license should be mailed to you from the DMV within 6-weeks.

Please call Jim Codoni at extension 6578 or 404-1811 for scheduling and for any questions you might have.