



CDL Program Application

Admission Process

Commercial Truck Driving Certificate of Completion

Chemeketa Community College's Commercial Truck Driving program prepares you to enter a competitive workforce with the knowledge and understanding to succeed in the transportation and logistics industry. This four-week (160 hour) training certificate prepares drivers to learn the skills necessary to test for a commercial driver license (CDL).

Apply for admission to the Commercial Truck Driving program

Program Prerequisites

You must meet these minimum qualifications and provide proof of documentation of each to be considered for the Commercial Truck Driving program.

- Have a valid Oregon driver license with at least one year driving experience
- Be at least 18 years old to drive intrastate, 21 years old to drive interstate
- Provide verifiable work history or school experience
- Have a valid Oregon CDL Permit
 - Some felony convictions can limit employment. HAZMAT has stricter rules. If you plan to haul HAZMAT materials please check with employer/DMV prior to pursuing program

Submit the following:

- ☐ **Commercial Truck Driving application form**
- ☐ **Provide a certified court printout of driving record from the Department of Motor Vehicles (DMV) for the past ten years** (\$3 fee paid to DMV by student)
- ☐ **Front and back copy of driver's license**
- ☐ **Front and back copy of Commercial Learner's Permit** (\$23 fee paid to DMV by student, required prior to admission to program) **with verification of completion of General Knowledge, Airbrakes, and Combination Vehicles DMV tests** (\$10 each test, paid to DMV by student) ***All DMV tests administered in English only***
- ☐ **Copy of Medical Examiner's Certificate** (DOT Physical Exam \$90+ paid by student)

If you need assistance paying for a DOT Physical or Testing and Permit, please contact Truck Driving at: 503.584.7537

Mail or drop off application to:

Chemeketa Yamhill Valley Truck Driving
306 NE Norton Lane McMinnville, OR 97128

Scan and email application to:

truckdriving@chemeketa.edu

Conditional Program Acceptance

- Once you have submitted your application, you will be contacted to determine your next steps.
- Students will be required to complete a DOT drug screen with a negative result. Drug screen must be less than 15 days prior to the start of class (DOT Drug screening \$45 paid by student, Chemeketa orders and schedules)

Proposed Class Schedule

Classroom portion: Monday through Friday, 8:00 am to 4:00 pm. Yard/driving portion: Monday through Friday, most days will be 8:00 am to 4:00 pm. Some days may start earlier. One-night drive is included during the program. More information on this will be given in class

Commercial Truck Driving Application Form

K# _____ or Social Security Number: _____ - _____ - _____

Name: _____
Last First Middle

Date of birth: ____/____/____ Age: _____ Gender: Male _____ Female _____ Prefer not to disclose _____

Current address: _____
Street City State Zip

Phone number: (____) ____ - _____ Oregon Driver License # _____

Email: _____

Check all that apply: ☐ High School Diploma from _____ Year: _____
☐ GED Year: _____

What is your Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Select one or more races to indicate what you consider yourself to be:

☐ American Indian or Alaskan Native ☐ Asian ☐ Black or African American ☐ White ☐ Native Hawaiian or Other Pacific Islander

Box below for administrative purposes only

Add/Drop Class	CRN	Course Number	Course Title	Tuition/Fee total
Add		XCDL 9100A	Introduction to Professional Truck Driving & Logistics	\$1316
Add		XCDL 9100B	Practical Applications in Professional Truck Driving & Logistics	\$2368
Add		XCDL 9100C	Transportation Customer Service Skills	\$1316

Have you had any previous truck driving experience? Yes _____ No _____

If yes, please explain _____

Have you had any driving accidents in the last three years? Yes _____ No _____

If yes, list how many, when and type _____

Have you had any moving violations in the last five years? Yes _____ No _____

If yes, list how many, when and type _____

Have you had any alcohol-related violations? Yes _____ No _____

If yes, list dates _____

Have you ever been convicted of a misdemeanor? Yes _____ No _____

If yes, provide explanation and dates _____

Have you ever been convicted of a felony? Yes _____ No _____

If yes, provide explanation and dates _____

Have you ever lost your driving privileges or had a restricted driver license in the past ten years?

Yes _____

No _____

If yes, list dates _____

Are you presently employed?

Yes _____

No _____

If yes, provide employer information _____

Consent Form

I certify that all statements on this application are complete and true. If there are fees/tuition for this class, payment is due within 10 days of registration. I understand that any unpaid tuition and fees and other charges will be considered an educational loan between me and Chemeketa Community College that is non-dischargeable under Section 523(a)(8) of the US Bankruptcy Code. I further understand that if I fail to pay my account balance in full, late charges and any subsequent charges may be added to my account balance due. In case legal action is instituted to collect on my account, I agree to pay in addition to the costs and disbursements, provided by law, such additional sums as a court of law may determine as reasonable for attorney's fees and court costs. Oregon State law applies to any dispute over payment.

The college will use student social security numbers (SSN) for keeping records, complying with federal and state requirements, doing research, reporting, extending credit and collecting debts. You may be required to provide your SSN to the college for compliance with specific federal and state requirements such as applying for financial aid, loans, grant programs and tax reporting requirements. Providing your SSN means that you consent to the use of the number in the manner described. Your SSN will not be given to the general public. You will be issued a Chemeketa student identification (ID) number (K#) to be used as your primary ID. Please note that per OAR 589-004-0400, if you choose not to provide your SSN, you will not be denied any rights as a student.

I have read and understand the conditions for acceptance into the Commercial Truck Driving program. I understand that any misleading or false information in my application or interview(s) may result in my termination from the program. (See pre-registration and withdrawal/drop policy in Chemeketa's catalog.) I agree to the following:

I have no physical restrictions or limitations that would interfere with my ability to prepare for the commercial driver license exam or that would restrict my opportunities for employment as a professional truck driver.

Applicant Signature

Date

Employment History

Name _____

List past employment for the past 7 years (Attach separate sheet if needed)

Dates	Company, City, State	Contact & Phone	Reason for Leaving
_____ to _____	_____	_____	_____
_____ to _____	_____	_____	_____
_____ to _____	_____	_____	_____
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_____ to _____	_____	_____	_____

Applicant signature

Date

Physical and Drug Screening Policy

Federal regulations require truck driving programs in public schools to participate in DOT physical and drug screening. The statute requires that all persons driving a commercial vehicle, whether licensed/permit or employed/student, must pass a DOT physical and drug screen and be subjected to random drug screening and alcohol testing during their training or employment.

Under this regulation, all applicants to Chemeketa Community College Commercial Truck Driving program will be required to pass a DOT physical (required prior to obtaining your Commercial Learners Permit) and drug screen within 15 days before starting training, and be prepared for random testing during the road-training period.

Applicants will be directed to an approved location upon conditional acceptance.

You will be asked to sign a “Patient Authorization for Release of Confidential Drug Screening and/or Alcohol Testing Information and Records” form. This gives the clinic authorization to release the test results directly to Chemeketa. If you have any questions, please contact Paul Davis, CDL Program Director.

Our office will be notified of your results and you can get a copy from Chemeketa’s Commercial Truck Driving program director. We have several qualified offices our area. Do not have the drug screen until you have been approved by the CDL program director and your funding agency (if you have one). Drug screen should be completed within 15 days prior to the start of class.

Applicant signature

Date

Authorization for Release of Information

We can help you better if we are able to work with other agencies that know you and your family. By signing this form, you are giving permission for these organizations to share information about your situation.

PURPOSE: The information received will be used to evaluate my situation and to plan for and coordinate services for me, or other purposes specified below:

This permission expires two years from the date this document is signed.

TO THOSE RECEIVING INFORMATION: State and Federal law protects this information disclosed to you. You are not authorized to release it to any agency or person not listed on this form, without specific consent of the person to whom it pertains, unless authorized by law.

I authorize the following individuals or agencies to provide information to Chemeketa Community College:

Yes	No		Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	DOT Physical	<input type="checkbox"/>	<input type="checkbox"/>	Drug Testing Results Educational
<input type="checkbox"/>	<input type="checkbox"/>	Driving Record	<input type="checkbox"/>	<input type="checkbox"/>	Records Vocational Rehab Division
<input type="checkbox"/>	<input type="checkbox"/>	Employment Department	<input type="checkbox"/>	<input type="checkbox"/>	Veterans Administration
<input type="checkbox"/>	<input type="checkbox"/>	Trucking Companies	<input type="checkbox"/>	<input type="checkbox"/>	Willamette Workforce Partnership
<input type="checkbox"/>	<input type="checkbox"/>	South Coast Business Employment Corp	<input type="checkbox"/>	<input type="checkbox"/>	Other

I agree that the agencies and individuals listed above may share and exchange information about my circumstances.

Yes _____ No _____

I can cancel this at any time, but I understand that the cancellation will not affect any information that was already released before the cancellation. I understand that information about my case is confidential and protected by State and Federal law. I approve of the release of this information. I understand what this agreement means. I am signing on my own and have not been pressured to do so.

Applicant signature

Date

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Applicant signature

Date

Application Checklist

- ☐ Commercial Truck Driving application form
- ☐ Provide a certified court printout of driving record from the Department of Motor Vehicles (DMV) for the past five years (\$3 fee paid to DMV by student)
- ☐ Front and back copy of driver's license
- ☐ Front and back copy of Commercial Learners Permit (\$23 fee paid to DMV by student, required prior to admission to program) with verification of completion of General Knowledge, Airbrakes, and Combination Vehicles DMV tests (\$10 each test, paid to DMV by student) ***All tests at DMV administered in English only***
- ☐ Copy of Medical Examiner's Certificate (DOT Physical \$90+ paid by student)
- ☐ Must be able to read, speak, and understand the English language sufficiently to converse with the general public, to understand highway traffic signs and signals, to respond to official inquiries, and to make legible entries on reports and records.