

# FIRST STEPS for Getting your CDL...



1. **Talk to Workforce Solutions about funding options** for the class. The full cost of the class is \$6000. Fill out and submit **all registration paperwork** with Workforce Solutions.
  - a. **Cost can be reduced to \$2,000** (FastForward Program) if you've been a Virginia resident for at least 12 months.
  - b. **Cost may be further reduced to \$0** if your annual income is below established guidelines (FANTIC).
  - c. Be aware if you receive funding through FastForward, **you will have additional financial obligations if you fail the class.**
2. **Begin the process with our CDL provider, Ancora, by creating your student profile prior to taking your Commercial Learner's Permit (CLP) test. Ancora will provide you with free vouchers\* for:** (Link to the Ancora website is on page 2 of this document, or you can come into our office and register.)
  - **Department of Transportation (DOT) Physical**
  - **Drug Test**

**NOTE:** Students must pass both the DOT physical and a Drug Test **prior to beginning the CDL class**. Failure to pass either the drug test or DOT physical after the class has begun will result in class failure and having to repay one-third of the class cost (\$2000).

\* Otherwise, you must pay for the DOT Physical and Drug test out-of-pocket
3. **IMPORTANT TO KNOW:**
  - **DRIVING RECORD:** Your driving record will be a factor in your hiring eligibility with employers. Many CDL employers will not hire candidates with serious violations such as DUI and/or Reckless Driving citations.
  - **ENGLISH:** Although you can take the written CLP test in a variety of languages, **final DMV testing requires the applicant to be fluent in written and spoken English**. The class is also taught in English.
  - **It is highly recommended that you possess your Virginia\*\* CLP prior to beginning the CDL class.** Some important information to know prior to getting your CLP. You must **pass a DOT physical prior to taking your CLP test**.
  - You will test for **CDL-A** which includes:
    - 1) General Knowledge
    - 2) Combination
    - 3) Air Brakes
  - We can provide a free CDL License Manual to prepare for the CLP test.
  - We offer a FREE 4-hour **Getting Started in Trucking: First Steps to your CDL** course monthly, normally on the first Saturday morning. You can self-register for that class at <https://laurelridgeworkforce.com/>
  - The Virginia DMV also provides a free **Commercial Driver License Manual** available [online](#), in the Workforce Solutions office or at the local DMV office. Also refer to the **Virginia Supplement to the Commercial Driver License Manual**.
  - There is an APP that you can download to help you study for your CLP – **CDL Prep by Jeffrey Diaz**
  - **HAZMAT and Passenger endorsements are NOT part of this CDL-A training class.**
4. **CLP Status prior to class:**
  - **HIGHLY RECOMMENDED:** If you possess a CLP prior to starting the class, you are ready to begin both the classroom and training range portion of the CDL class. Range training preference will be given to students with their CLP. We prefer students have their CLP prior to class.
  - **If you do not possess a CLP prior to starting the class**, you will need to sign a waiver acknowledging that you understand that you can only take the classroom portion and must test and pass the CLP test within one week of completing the classroom portion or you will **fail the class and be required to pay an additional \$2,000**. You cannot go to range without your CLP. In Virginia, you can take the test three times with a fee. **NOTE: Not having your CLP prior to class may result in delays getting on the range and ultimately getting your CDL.**

## **\*\*West Virginia Residents / CLP...**

- Since you do not meet Virginia residency requirements, you must pay the full price (\$6,000) for the class.
- WV residents should have their West Virginia CLP. If you do not have your CLP, you must have a **Test Card** to enroll:  
<https://transportation.wv.gov/DMV/Motor-Carriers/CDL/Pages/default.aspx>

## About our CDL Class...

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- **Minimum Requirements:**
  - You must hold an unrestricted valid driver's license.
  - You must be 18 years of age to obtain a CDL.
    - Per DOT guidelines, you must be 21 years of age to drive out of state commercially.
- **Class is 140 hours of instruction:** 40 classroom hours; 60 range hours, and 40 hours on the road
- Program meets the requirements of the **FMCSA's Entry Level Training (ELDT)**
- **We offer two class formats:**
  - **Weekday:** Monday through Thursday (6 Weeks)
  - **Weekend:** Saturdays and Sundays (12 Weeks)
- **Classes are from 7 am – 5:30 pm each day.**
  - Attendance is critical to success. Students are expected to attend regularly and commit to the schedule for the term of the class. We do not create custom schedules or allow a mix of weekdays and weekends.
- **Our trucks (tractors) use an automatic transmission.**
  - Most over-the-road truck firms have already transitioned to automatic transmissions.
    - Some local trucking firms are still transitioning to automatic transmissions.
  - You will have a restriction on your CDL-A license for automatic transmission trucks only.
    - You can get that restriction removed on your own after you obtain your CDL.
- **Recruiters periodically visit the class.**
  - You may hear about different job options available in the market both from recruiters and our instructors. Job postings are sometimes available in the CDL classroom.
- **We schedule your Skills Test with the DMV**
  - Your driving test at the conclusion of both the classroom and training range will be scheduled for you. We provide a truck for you to test.

## Questions and Registration...

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- **Questions about CDL, our CDL program, requirements, DMV testing and registering with Ancora.**
  - **Jobina Garcia**, Ancora Corporate Training: (866) 693-4661 ext. 0871 or [jobina.garcia@ancoraeducation.com](mailto:jobina.garcia@ancoraeducation.com)
  - **URL to register with Ancora** (no cost):  
<https://www.ancora.com/ancora-training/laurelridgecommunitycollege-student-training/>
- **Questions about funding options and class registration** for the CDL program.
  - You will need to contact or come into the Workforce Solutions Office to register for the class. Student portion of the payment is due at time of registration: **Full Price \$6,000 / FastForward \$2,000 / FANTIC \$0**
  - Call **(540) 868-7021** or email: [workforce@laurelridge.edu](mailto:workforce@laurelridge.edu) if you have questions.
- **Getting Registered for the CDL class:**
  - Stop by or call the **Workforce Solutions Office:**  
**Corron Community Development Center | Workforce Office: Room 103**  
173 Skirmisher Lane  
Middletown, VA. 22645  
Telephone: (540) 868-7021  
Website: <https://laurelridgeworkforce.com/>