



CLASS A CDL

COMMERCIAL MOTOR VEHICLE DRIVER TRAINING

Traditional Pathway Course



SOUTHEAST
Technical College

2320 N Career Ave ■ Sioux Falls, SD 57107

TRADITIONAL CLASS A CDL HANDBOOK

Southeast Technical College

Training Overview	5
Add-On Options.....	7
Frequently Asked Questions	
How do I obtain an Intructional Permit?	7
What material in the manual do I need to study?.	7
What tests will I need to take?.....	8
What do I need to register for class?.....	8
What sources of tuition funding are available for the traditional CDL class?.....	8

Forms/Appendix

Traditional Class A CDL Registration Form	8
CDL Disclosure and Release Form	9
Third-Party Payment Authorization.....	15

Traditional Class CDL A Training

Southeast Technical College's 4-week Traditional Class A CDL pathway is for individuals interested in an all-inclusive, in-person training. The course encompasses all aspects of the federally required Entry-Level Driver Training (ELDT) and the state CDL behind-the-wheel skills exam.

The Traditional Pathway course is instructor led and students learn essentials such as vehicle inspections, backing exercises, and city and rural driving. ELDT theory is taught both in the classroom and in electronic format.

Students are on campus at the Ed Wood building Monday to Thursday, 7 a.m.-5 p.m. for 4 weeks. A new class begins the first Monday of every month. The maximum class size is four students.





In the classroom, students are exposed to in-depth operations of the transportation industry, providing a broader understanding of the trucking profession. From time to time, industry representatives may visit the class to make students aware of driving opportunities.

Students will be trained in comprehensive vehicle inspections and basic range skills that cover straight line backing, left and right side offset backing, driver side and conventional parallel parking and alley dock backing. The course also covers behind-the-wheel training in both rural and city driving, which includes highway operations while operating a tractor trailer with our instructor, using an automatic transmission. Manual transmission (double clutch) training is available through the Flex-Path program. Please refer to the Flex-Path handbook for details.

This course prepares an individual for an entry-level position in the transportation industry, as well as for the state's Class A license exam. As part of the class, trainees will be able to take the state exam in a truck and trailer provided by Southeast Technical College.

QUESTIONS?

For more information, email cdl@southeasttech.edu or call 605-367-8439.

You may also contact instructor Brian Ware at brian.ware@southeasttech.edu or 605-367-5870.

Add-On Options

STC also offers flexible classes students may opt to take in addition to the Traditional Pathway Class A CDL course, including:

- | | |
|---|---------|
| • Manual Transmission | \$1,500 |
| (8 hours and use of equipment for third-party exam) | |
| • Hazardous Materials Endorsement | \$200 |
| • Permit Training Class | \$200 |

Frequently Asked Questions

HOW DO I OBTAIN AN INSTRUCTIONAL PERMIT?

An Instructional Permit may be obtained by studying the state Commercial Drivers License Manual. That manual may be picked up at the Department of Public Safety, 2501 W. Russell St., Sioux Falls.

You may also pick up a study manual at Southeast Technical College in the Ed Wood Building, 2001 N. Career Ave. Contact our office at 605-367-5870 and we will make one available for you.

WHAT MATERIAL IN THE MANUAL DO I NEED TO STUDY?

You will need to study the state information in the front of the manual as well as sections: 1, 2, 3, 5 and 6.



WHAT TESTS WILL I NEED TO TAKE?

You will need to take three tests. A **General Knowledge test**, a **Combination Vehicles Test** and an **Air Brakes Test**. These tests must be passed with a minimum score of 80%, make sure you know your material. Southeast Technical College also has a Permit Training Class to guide you through your test prep if you feel you need help.

WHAT DO I NEED TO REGISTER FOR CLASS?

The following items will be needed to register for a training class:

- A valid driver's license with no disqualifying driving infractions. Consult FMCSA 383.51 section D, SD DMV, or contact our instructors for questions.
- A commercial learners permit.
- A DOT physical that has been performed by a doctor listed on the federal registry of medical examiners. www.nationalregistry.fmcsa.dot.gov
- A completed registration form.
- A signed release form.
- A drug screen that has been completed no more than 30 days before the first day of class indicating no positive test results. The drug screen can be performed by Sanford Occupational Medicine, 900 E. 54th St. Sioux Falls, SD 57104. 605-328-9300.
- \$5,500 dollar Tuition Payment or Third-Party Payment Authorization form if an employer or funding agent is paying for the class.

WHAT SOURCES OF TUITION FUNDING ARE AVAILABLE FOR THE TRADITIONAL CDL CLASS?

If you need assistance with tuition, funding for the training may be available through sources such as:

An employer who is seeking to train Class A CDL drivers. Local employers in Sioux Falls may be eligible for a grant from the Sioux Falls Development Foundation for up to 50% of employer payment. Contact Denise at 605-339-0103 or dinise@siouxfalls.com.

South Dakota Department of Labor. The S.D. Department of Labor has funding available for CDL training. Any awards are determined by the Department of Labor and applicants must meet DOL criteria.

Financial Aid: CDL classes do not qualify for Federal Financial Aid, however there may be private or career education loans available. To find out if you qualify, contact STC Financial Aid Office at financialaid@southeasttech.edu or 607-367-7867.



FORMS/APPENDIX





TRADITIONAL CDL CLASS A REGISTRATION FORM

TELL US ABOUT YOU

Date: _____

Name: _____
Last First

Date of Birth: ____/____/____ ☐ Male ☐ Female

Current Address: _____
Street City State Zip County

Telephone: _____
Daytime Evening Cell

Social Security #: _____ Email Address: _____

MONTH YOU ARE INTERESTED IN:

- | | | | | | |
|----------------------------------|-----------------------------------|------------------------------------|----------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> January | <input type="checkbox"/> February | <input type="checkbox"/> March | <input type="checkbox"/> April | <input type="checkbox"/> May | <input type="checkbox"/> June |
| <input type="checkbox"/> July | <input type="checkbox"/> August | <input type="checkbox"/> September | <input type="checkbox"/> October | <input type="checkbox"/> November | <input type="checkbox"/> December |

Have you ever taken a class at Southeast Tech before? ☐ Yes ☐ No If yes, Student ID #: _____

How did you hear about this program?: _____

EMPLOYER INFORMATION

Will your employer be paying your tuition? ☐ Yes ☐ No

If yes, your employer must complete a Third-Party Payment Authorization form.

Southeast Tech does not offer Federal Financial Aid for CDL courses, however funding may be available through the South Dakota Department of Labor of Sioux Falls Development Foundation's UpSkill programs.

Required Pre-Registration Documents (Traditional Course)

- Completed Registration Form
- Signed Release Form
- Copy of Driver's License
- Copy of Instructional Permit
- Copy of Recent DOT Physical
- DOT Drug Screening (no more than 30 days before the first day of class)
- \$5,500 Tuition payment of third-party payment authorization (if an employer is covering tuition cost).

CDL DISCLOSURE AND RELEASE

In connection with my application for training at Southeast Technical College, I understand and acknowledge the following upon enrollment in the Commercial Driver's License Course:

- _____

Initial

1. I understand that attendance in this program is of critical importance, and that failure to attend 80% of the scheduled program hours will result in not receiving a course completion certificate.
- _____

Initial

2. I understand and acknowledge that I must successfully pass a DOT drug screening at my own expense by the date given to me by Southeast Tech.
- _____

Initial

3. I understand that consumer reports that may contain public record information may be requested from HireRight, LLC. These reports may include the following types of information: names and dates of previous employers, reasons for termination of employment, work experience, accidents, etc. I further understand that such reports may contain public record information concerning my driving record, etc., from federal, state, and other agencies that may maintain such records; as well as information from HireRight concerning previous driving record requests made by others from such state agencies and providing driving records.
- _____

Initial

4. I understand failure to pass the drug screening, driving record check, or both, may result in my immediate termination from the program.
- _____

Initial

5. I understand that the results of a drug screening, criminal background check, or both, may affect my eligibility to gain employment in my desired program career field.
- _____

Initial

6. I understand that enrollment in my CDL course does not guarantee a license or future employment in the desired program field. The final determination for the granting of a Commercial Driver's License lies with the state or third-party CDL examiner.
- _____

Initial

7. I understand that the CDL program is designed with a 30-day course term. This means all theory and behind-the-wheel requirements should be completed within 30 days. If an extension is needed, it is my (the student's) responsibility to inform the Southeast Tech instructor of this need. NO extensions beyond 90 days are allowed. All courses expire 90 days from the first class session. Extensions are only available with instructor approval.

By signing below, I acknowledge I have read the above information and understand the general requirements and duties typically associated with participating in the Southeast Tech CDL course. I understand that this information is general in nature and actual conditions and duties may vary.

Printed Full Name

Date of Birth

Social Security Number

Driver's License Number

Address

State

Signature

Signature Dates



THIRD-PARTY PAYMENT AUTHORIZATION

EMPLOYER INFORMATION

Employer Name: _____ Employer Phone: _____

Employer Email: _____

Primary Contact Name : _____

Billing Address: _____
Street City State Zip

I authorize that the above employer will pay the tuition amount of \$ _____ for

(Student's Name)

(Employer's Printed Name)

(Employer Signature)

