



Commercial Vehicle Transportation

~Professional Truck Driver Training~

CDL Class A

General Information

**TOTAL TRAINING - 300 Hours –
16 College Credits -- TRK 108, 110, 112 & 115**

Classroom Instruction – 75 Hours

Parts of TRK 108 & 110 are taught online

- Trucking Industry Introduction
- Endorsements:
HazMat/ Tankers/ Doubles and Triples
- Hours of Service Regulations
- Federal Motor Carriers Safety Regulations
- State and Federal Motor Traffic Laws
- Communication
- Defensive Driving Certification
- Employment Preparation
- Trip Planning and Map Reading
- Career Development

Pre-Trip Inspection, Range and Road Instruction -225 Hours

This course will also provide the major skills training, and practice, necessary in preparation for the state CDL Class A driving exam. CDL Class A learners permit required.

- D.O.T. Pre-trip Safety Inspections
- Vehicle Control Systems
- Basic Vehicle Control
- Shifting
- Cornering
- Maneuvers
- Forward Stop
- Straight Line Backing
- Alley Dock
- Emergency Procedures
- Safety and Defensive Driving
- Hazard Perception
- Visual Search
- Speed and Space Management
- Passing and Meeting other Vehicles
- MVA Testing

Textbooks:

- Federal Motor Carrier Safety Regulations
- Tractor-Trailer Driver Training Manual
- Motor Carriers' Road Atlas
- Job Search Basics
- Log Book

Weekday Sessions

**Oct 19 - Dec 11, 2015
Jan 11 -- March 4, 2016
Mar 14 - May 2, 2016**

**Monday through Friday
TRK 108 online course**

8:00 a.m. – 4:30 p.m.

Weekend Sessions

Jan 16 – May 1, 2016

15 weekends

**Saturday -- 7:00 a.m. -- 6:00 p.m.
Sunday -- 7:00 a.m. -- 4:00 p.m.**

Program Cost

As a credit offering, tuition costs are determined by residency. The following charts reflect costs for In County (IC), Out of County (OC) and Out-of State (OS) tuition.

Residency	\$ per Credit	Credits	Tuition	Course Fee	College/Registration Fee	Total Cost
In-County	\$117	16	\$1872	\$1500	\$192 + \$30	\$3,594
Maryland	\$183	16	\$2928	\$1500	\$192 + \$30	\$4,650
Out of State	\$241	16	\$3856	\$1500	\$192 + \$30	\$5,578

Separate fees, will not be covered by fafsa: STEPS BEFORE REGISTRATION FOR CLASS, check off when completed:

- ❑ If you can do the online HCC application for Admission and FAFSA for financial aid
- ❑ Set up an appointment to meet with Janie Spielman
- ❑ Must pass HCC reading assessment test.
- ❑ **D.O.T. Physical \$80 and a 10 Panel Drug Screen: \$35.00*** This is the cost if it is done at Health @Work, I-70 Exit 28, 240-313-9910 - 10715 Downsview Pike, Hagerstown, MD *Cost may vary depending on physician. Must get a copy of the DOT physical long form and card. OR call Dr. Angelini, 4500 Ft. Loudon Road, Mercersburg, PA 17236, 717-328-2516, cost approx.. \$45.00 for DOT physical.
- ❑ **Obtain a non-certified complete history Driver 's Record** - \$9.00- MD cost
- ❑ **CDL Learner's Permit:** \$90.00 for MD – other states will vary) - Pick up the free Commercial Driver License Manual at your MVA and study chapters 1 – 8 for the written exam, except 4. Practice website for Learner's Permit: www.mva.maryland.gov or www.thetruckersreport.com or truckertruth.com. **Ask your state's MVA to be sure you have no outstanding violations that would prevent you from obtaining your CDL permit or license. An outstanding violation will not show up on a driving record. A CDL learner's permit Prep class is offered 2 weeks prior to the start of each class. See the CVT Specialist for details.**
- ❑ Textbooks: approx. \$140.00

Frequently Asked Questions

■ Is tuition assistance or FINANCIAL AID available?

- Yes, **you may apply for a Pell Grant, if you have a High School Diploma or GED.** Free application for Federal Student Aid, www.fafsa.gov, our school code #002074. You may also apply for a **low interest Stafford Loan; with your first payment due six months after you complete the program.** Specific questions may be addressed to the Student Financial Aid Office at 240-500-2567.
- A **no-interest payment plan** is available through HCC. A 20% down payment is required at registration. Payments are required, with the **balance due prior to MVA testing or Graduation.**

■ What are the entrance requirements for the training program?

1. Must communicate in the English language sufficiently, as required by the U.S. Department of Transportation. **A Reading test must be taken, with a score of 50 or better.**
2. Must currently possess a valid license, Class A learner's permit with airbrakes and be 18 years of age.
3. Must be able to pass a D.O.T. Physical and a 10 panel drug screen.
4. All students must meet technical standards for CVT training.

■ I am not a Maryland resident. Do I need to transfer my license to Maryland?

No. You must be licensed in of the following states: Pennsylvania, West Virginia or Virginia. CDL testing and licensing will take place in your state of residence.

- **What if I have less than a perfect record?** A good driving record will be important in gaining employment. A driving record must be submitted. *Each employer has specific insurance concerns and will consider each applicant on an individual basis.*
- **Do you have job placement assistance?**
Yes. Local and nationally based trucking companies visit each class to recruit drivers.
- **What level of income can I expect to earn at entry level?**
As an entry level Class A driver, starting pay would be \$35,000 - \$50,000 per year.
- **Do I need a CDL learners permit before I begin?**
Yes you need a CDL class A learner's permit before the start of class. This is due to time constraints with practical exam scheduling. For WV residents you must fill out an application along with a copy of your DOT physical with payment and certify mail to Charleston to take the permit test. This process takes longer than any other state. **WV residents will have a \$90 cash test fee to take the CDL road test at the end. PA residents may need to pay a test fee of \$120 if test appointments are not available at the MVA in Chambersburg.** CDL testing in Chambersburg does not have a fee.
- **Where does the training take place?**
Classroom and driving instruction will take place at our training facility at 14527 Industry Drive, off Route 11, across from the airport, on the right, Hagerstown, MD. Exit 10 off I-81.
- **How many students are typically in a class?**
The class limit is 20. The student to instructor ratio is 4:1.
- **What is the program success/pass rate?**
The testing pass rate through the state examination is approximately 97%.
- **What credentials will I receive upon successful completion of this training?**
 1. A certificate will be issued by Hagerstown Community College.
 2. A Class A CDL through your state of residence once you pass the driving test.
 3. 16 college credits, some of which can be applied towards a certificate or Associate's Degree.
- **Can I use veteran's benefits?** Yes, if you are eligible. Contact Gloria Hughes at 240-500-2519.

Registration

What is the registration Process?

- **Contact Janie Spielman at 240-500-2578** or email fjspielman@hagerstowncc.edu
Hagerstown Community College, Advanced Technology Center, Room 107,
11400 Robinwood Drive, Hagerstown, MD 21742-6514
- **Call to set up an appointment. I will answer your questions and walk you through the process.**
- **If you can, please fill out an application on line for admission by going to:**
<https://www.hagerstowncc.edu> ---- Apply online for admission -- Fill out the application and check – major - CER TRK Commercial Vehicle Transportation Specialist.

PLEASE NOTE EFFECTIVE January 1, 2015 that our campus is SMOKE-FREE

Financial Aid for the Commercial Vehicle Program

1. Complete the 2015-2016 FAFSA (Free Application for Federal Student Aid) at www.fafsa.gov. Make sure that you apply for a Personal Identification Number, or PIN (be sure you keep your PIN). Our School Code: **002074** *Need Help? Call financial aid (240-500-2473).* *There is a section on the application to download your 2014 taxes.*
2. Respond to our letter, requesting information. Respond ASAP with any paperwork requested. When we download your FAFSA, paperwork may be required. About a week after you have completed the FAFSA, you can call our office at 240-500-2473 to find out what is required. You can print any forms at <http://www.hagerstowncc.edu/financial-aid/forms>.

STUDENT LOAN PROCEDURE If you will be using a Federal Stafford Loan to help pay your tuition there are several steps you must take:

Go to www.StudentLoans.gov; sign in using your social security number and the FAFSA PIN (Personal Identification Number). You want to

1. **Sign a Master Promissory Note**. Complete a Subsidized/Unsubsidized MPN
2. **Complete Entrance Counseling**. Complete the counseling as an Undergraduate Student.

Once you are awarded:

3. **Print and sign your award letter**. Go to the Hagerstown Community College website: www.hagerstowncc.edu. Click on the WebAdvisor link on the main page. Click on "Click here to continue to WebAdvisor". Log in using your User ID and password. On the student's menu, look under the Financial Aid section for the Financial Aid Award Letter. Open, Print, Choose an option, Sign and Submit to the Financial Aid Office.

If you have any problems with any of these steps, please contact or come to the Financial Aid Office for assistance.

Tuition & Fees:	In-County:	\$3594
	In-State:	\$4650
	Out-of-State:	\$5578 ***

Maximum Stafford Loan Amounts:

Dependent Student: \$2750
Independent Student: \$4750 ***

****** Please note that out of state students who are only eligible for Stafford Loans will not have enough Financial Aid to cover their tuition ******