



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

KOZAK OFFICE OF WORKFORCE DEVELOPMENT

Commercial Driver's License (CDL)
Application Packet



The Technical College of the Lowcountry Kozak Office of Workforce Development provides learning opportunities that advance workforce development, promote economic development and ensure attainment of student learning goals – effectively increasing the employability of all citizens of the Lowcountry and, ultimately, enhancing the quality of life for us all.

CDL Training Program Registration Requirements

Applicants are required to possess a valid driver's license, maintain a good driving record, have an acceptable criminal record, and demonstrate a solid work history. Additionally, each applicant must be proficient in the English language and successfully pass a DOT physical examination and drug screening. Failure to meet these criteria may result in denial of registration or removal from the class. Applicants between the ages of 18 to 20 can only operate a commercial vehicle in the state in which they hold a CDL license. Applicants 21 years or older can operate a commercial vehicle in all 50 states with a CDL license.

To enroll, applicants must first complete all required paperwork. Application packages will then be reviewed and approved by the Kozak Office of Workforce Development before any individual can be registered for the class.

All applicants are strongly encouraged to enroll in the Technical College of the Lowcountry (TCL) Class A CDL Permit Class. This class provides assistance in obtaining the necessary prerequisites for entry into the CDL training program, including acquiring the Class A permit. Additionally, students who complete this permit class will receive priority placement in TCL's CDL License Training course.

Applicants' must submit the following:

1. Class A CDL Permit

To operate TCL's commercial training vehicles, South Carolina law requires you to have a Class A CDL Learners Permit. All applicants are strongly encouraged to enroll in TCL's Class A CDL Permit class. You may also earn your Class A CDL Permit through the [South Carolina Department of Motor Vehicles](#). Applicants are responsible for payment of permit fee to the Highway Department at time of testing.

2. Department of Transportation (DOT) CDL Qualification Questionnaire

The questionnaire is available on the [TCL CDL Program website](#). Complete all sections carefully and accurately.

3. Ten Year Motor Vehicle Report (Driving Record)

Within 30 days of the start of class obtain your ten-year motor vehicle report. You can obtain your South Carolina driving record online by completing the driving request form and paying a \$6 fee. To access your driving record, visit the [South Carolina DMV Driving Record form](#), click submit after having read the disclosure information, then follow the instructions to complete your South Carolina driving record request online.

4. DOT Physical

Applicants must submit a DOT Physical dated within 30 days of the start of class. Students are required to pass a DOT Physical Examination for drivers, which can be obtained at Doctor's Care or a similar facility. Additionally, a drug and alcohol screen will be administered on the first day of training.

5. Social Security Card

Federal and state DOTs require that a copy of your social security card be included in your application.

6. Driver's License

Federal and state DOTs require that a copy of your driver's license be included in your application.

7. Signed Consumer Report Disclosure & Release (Employment) Form

The Consumer Report Disclosure & Release form is available on the [TCL CDL Program website](#).

8. Signed Commercial Driver's License Student Contract

The Commercial Driver's License Student Contract is available on the [TCL CDL Program website](#).

Standards of Satisfactory Progress

Students must maintain satisfactory progress throughout the course. Satisfactory progress is evaluated through written and oral examinations administered at predetermined intervals to assess each student's advancement, as well as through consistent attendance.

Grades: Above 80% = S (Satisfactory) Below 70% = U (Unsatisfactory)

Students are required to maintain a minimum average of 80%. Failure to do so will result in academic probation. Any failed examinations may be retaken, and the higher grade will be used to determine the grade point average.

Upon successful course completion, the student will be given a Certificate of Completion. This will be needed for job placement with the company the student chooses. TCL will arrange testing for your Class A CDL license.

Upon successful completion of the course, students will receive a Certificate of Completion, which is essential for job placement with their chosen company. TCL will also arrange for the testing required to obtain the Class A CDL license.

Statement of Non-Discrimination

The Technical College of the Lowcountry is committed to a policy of equal opportunity for all qualified applicants for admissions or employment without regard to race, gender, national origin, age, religion, marital status, veteran status, disability, or political affiliation or belief.