

BRADFORD – UNION

AREA CAREER TECHNICAL CENTER

(BUACTC)

COMMERCIAL VEHICLE DRIVING APPLICATION PACKET

2012 CDL Class Schedule		
Class	Start Date	End Date
Class # 1	1/2/2012	2/23/2012
Class # 2	2/27/2012	4/26/2012
Class # 3	4/30/2012	6/21/2012
Class # 4	6/25/2012	8/16/2012
Class # 5	8/20/2012	10/11/2012
Class # 6	10/15/2012	12/13/2012
***Class #4 pending approval / student count.		
***Classes are 8 weeks, 4 days weekly, 10 hours daily.		

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(904) 966-6769
(904) 964-5932 – Driving Range
www.bradfordcareertech.com



Accredited by the Council on Occupational Education

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EQUAL OPPORTUNITY EDUCATION -- *Bradford-Union Area Career Technical Center will adhere to all applicable federal, state and local laws, and regulations and guidelines with respect to providing reasonable accommodations as required to afford an equal education opportunity.*

Bradford-Union Area Career Technical Center subscribes to equal access opportunity and endorses non-discrimination on the basis of race, color, religion, national origin, sex, age, handicap or martial status.

OVERVIEW

This program is designed to prepare students for employment as tractor/trailer truck drivers. The program also provides updated training for people previously or currently employed.

CLASS	Course Number	OCP Title	OCP Hours
A	TRA0080	Tractor Trailer Truck Driver	320 Clock Hours

CLASS	Course Number	OCP Title	OCP Hours
B	TRA0084	Truck Driver Heavy Florida Class B	150 Clock Hours

ADMISSION REQUIREMENTS

1. Minimum age of 18 years old.
 - a. Applicants 18 to 21 years of age are only permitted to operate intrastate (only in Florida) once licensed.
2. Participants must meet the Department of Transportation (D.O.T.) requirements to drive in Florida. Individual truck lines may have additional requirements.
3. Participants must be able to pass the D.O.T. physical requirements to be employable.
4. Applicants must have a Class "A" CDL training permit (with no endorsements). The fee is \$81.25 and is not included in the estimated program cost.

GENERAL INFORMATION

- The CDL application (page 4) and the driver's release form (page 5) must be signed, dated, and returned in person to the Student Service Department between the hours of 8:00AM and 3:30PM; NO EXCEPTIONS.
- The program is available for veteran training.
- Applicants must be able to pass a controlled substance test after starting class and have no more than 9 points on their license for the past three years.

ATTENDANCE POLICY

Good attendance is the key to success in the job world. Business and industry can function only when their employees are working. The same is true of the classroom. Attendance policies are intended to promote realistic experiences and good attendance habits. All absences must be compensated to the satisfaction of the instructor.

FINANCIAL AID

BUACTC accepts V.A. benefits, Bright Futures, and Florida Prepaid. In-house scholarships are also available to those who qualify.

ESTIMATED PROGRAM COST

<u>In-State Tuition:</u>	
Program Deposit	\$ 100.00*
Tuition at \$2.66 per contact hour	\$ 851.20
Lab fees	\$ 1,712.91**
Drug screening	\$ 35.00
<u>Text books</u>	<u>\$ 35.89</u>
Total	\$ 2,635.00****

*The Program Deposit is due along with application paperwork and guarantees your seat in class. You must have the deposit or a letter of certification from an agency that is sponsoring you to have your name placed on the class roll. \$50.00 of the Program Deposit is refundable if our office is notified in writing that you cannot attend assigned classes 14 days prior to the class start date. Lab fees consist of notebook, D.O.T. book, atlas, portfolio, log book/cover, tires, repair parts, and diesel fuel. **All fees are non-refundable after class has begun, non-transferable, and subject to change without notice.**

FLORIDA RESIDENCY FOR TUITION PURPOSES

In order to qualify for Florida resident tuition, legal residence must be dated, issued, or filed 12 months before entering the first day of any technical program. **At least two of the following documents must be submitted, with dates that evidence a 12-month qualifying period.** All documents provided are subject to verification.

First Tier: (at least one of the two documents submitted must be from this list)

1. Florida Drivers License
2. Florida Identification Card
3. Florida Voter Registration Card
4. Florida Vehicle Registration
5. Proof of a permanent home in Florida which is occupied as a primary residence by the individual or by the individual's parent if the individual is a dependent child.
6. Proof of a homestead exemption in Florida.
7. Transcripts from a Florida high school for multiple years (2 or more years) **if the Florida high school diploma or GED was earned within the last 12 months.**
8. Proof of permanent full-time employment in Florida for at least 30 hours per week for a consecutive 12-month period.

Second Tier: (may be used in conjunction with one document from First Tier)

1. A Declaration of Domicile in Florida.
2. A Florida professional or occupational license
3. Florida Incorporation
4. A document evidencing family ties in Florida
5. Proof of membership in Florida-based charitable or professional organizations
6. Any other documentation that supports the student's request for resident status, including, but not limited to, utility bills and proof of 12 consecutive months of payments; a lease agreement and proof of 12 consecutive months of payments, or an official state, federal, or court document evidencing legal ties to Florida.

Unacceptable forms of identification:

Social Security Cards, Hunting/Fishing Licenses, Library Cards, Shopping club/rental cards, Birth Certificates, Passports, and Cell-phone bills.

DRIVER RELEASE FORM

In connection with my application for employment (including contract for services) with you, I understand that an investigative consumer report is being requested from DAC Services, Tulsa, Oklahoma, that will include information as to my character, work habits, performance and experience, along with reasons for termination of past employment from previous employers. Further, I understand that you will be requesting information from various federal, state, and other agencies which maintain records concerning traffic offenses, accidents, etc., as well as information from DAC concerning (1) previous driving record request made by others from state agencies, (2) state provided driving records and, (3) claims involving me in the files of insurance companies.

I AUTHORIZE, WITHOUT RESERVATION, ANY PARTY OR AGENCY CONTACTED BY DAC TO FURNISH THE ABOVE-MENTIONED INFORMATION.

I have the right to make a written request within a reasonable period of time to receive additional detailed information about the nature and scope of this investigation. I hereby consent to your obtaining the above information from DAC, and agree that such information which DAC has or obtains, and my employment history with you, if I am hired, will be supplied by DAC to other companies which subscribe to DAC's services.

Students Printed Name

Students Signature

Social Security Number

Date