

MITCHELL COMMUNITY COLLEGE TRUCK DRIVER TRAINING

Statesville, NC



LOCATION OF CAMPUS

[Continuing Education Center](#)

701 West Front Street
Statesville, NC 28677

From the Historic Main Campus:

When facing the College—turn to the left onto Mulberry Street. Go two blocks to the stoplight (Spur Station on the left). Turn right onto E. Front Street. Go down one block to the next light—go thru the light—Continuing Education Center is about 1/8 of a mile on the left.

Training Provided By Caldwell Community College and Technical Institute Hudson, NC

CCC&TI's truck driver training program started around 1990 with one truck and a few students. CCC&TI now has over 60 pieces of equipment and has graduated over 2000 CDL drivers in the past 10 years. CCC&TI offers full-time day and part-time evening and weekend classes to fit most schedules. Day classes require 8.5 weeks to complete, evening classes 15 weeks and weekend classes take 17 weekends. Satellite or off-campus day classes may also be available at several locations such as Gaston College, Dallas Campus, Mitchell Community College, Statesville Campus and Catawba Valley Community College, Hickory Campus.

The truck driver training programs at Hudson and Hickory are certified by the Professional Truck Driving Institute (PTDI) www.ptdi.org located in Alexandria, VA. PTDI is the first non-profit organization to develop uniform skills performance, curriculum and certification standards for the trucking industry and to award course certification to entry-level truck driver finishing programs.

The Federal Motor carrier Safety Administration (FMCSA) supports the PTDI curriculum as representing the basis for adequate training of entry-level drivers.

Employment Outlook

The trucking industry continues to be a major employer in the United States, with almost 9 million people employed in trucking-related jobs. Over 3 million of these are drivers of tractor-trailers operated by over 550,000 interstate motor carriers. More than 80% of U.S. cities receive their goods exclusively from trucks.

Now as freight and the economy begins to turn around the trucking industry is facing a growing epidemic across the country. As the driver shortage epidemic grows larger every day, entry-level drivers are entering a demanding field where there is a premium placed on quality student drivers fresh out of school.

At CCC&TI we have a very successful job placement program with numerous local and national trucking companies recruiting our graduates during and after each class. During the April 2010– March 2011 reporting period, CCC&TI graduated 188 students with 81% of those being pre-hired prior to graduation.

Graduates from our program can expect to average \$34,000 or more their first year and up to \$50,000 or better with one year of experience.

6/28/11

Truck Driver Training Curriculum

The course involves extensive training, divided into

3 parts. Some examples of the training provided

in each part are shown below.



Classroom

- CDL Permit & Endorsement Instruction.
- Driver Qualification
- Driver Wellness
- Federal Motor Carrier Safety Regulations
- Hours of Service & Map Reading
- Vehicle Inspection
- Air Brake Training
- Defensive Driving
- Cargo Handling
- Whistleblower Protection

Classes at the CCC&TI Hudson TAPS Center and the CVCC Hickory Campus are certified by PTDI.

Range Driving

- Pre-trip Inspection
- Basic Vehicle Control
- Proper use of clutch and gears
- Proper Backing Techniques
- Coupling/Uncoupling



CCC&TI uses the TransSim VS III driving simulator located at the Hudson Campus to enhance our Truck Driver Training Program.

Road Driving

- Defensive Driving
- Vehicle Control
- Proper use of clutch and gears
- Different Roads and Conditions
- Observation of Highway Laws
- Loaded trailers
- Night Driving



Member of the NAPFTDS

CCC&TI Admission Requirements for the CDL Classes

You must:

- **Be at least 18 years old:** Student graduates under 21 years old can drive only within North Carolina.
- **Hold a valid North Carolina Driver's License** with no limiting restrictions.
- **Be able to read and speak English** well enough to take instructions from highway signs, to converse with officials, and complete the required reports. (FMCSR 391.11)
- **Take and pass a Prerequisite Reading Placement Test** with a minimum 8th grade reading level or better to register. Please bring an **official copy** of your test results with you to registration unless testing at CCC&TI in Hudson, where your grade will be in our student records. **(Placement Testing Guide included in this packet)**
- **Acquire a North Carolina Class A permit** with no limiting restrictions before the highway-driving portion of your training or no later than hour 135 of the class.
- **Pass a DOT physical** and/or hold a valid (12 month minimum) DOT medical card: This should be completed by the 1st day of class. A current medical card is required to drive on the road.
- **Complete and Pass a DOT drug screen** by the 1st day of class. Negative results are required to get onto a truck and remain in class. **(Drug screen information included in this packet)**
- **Obtain a High School or College Transcript** (*A High School Diploma or GED is not required for admittance*). Send the transcript request form included in this packet to the last school you attended. Do not send the form back to us.
- **Show proof of permanent residency:** All immigrants must have proper paperwork.
- **Complete a CCC&TI Application for Admission:** (If you take the Reading Placement Test at CCC&TI you will automatically complete the application)

Due to the strict requirements and restrictions of most trucking companies you must also have:

- **A current Motor Vehicle Record** with no convictions in the past 3 years of: DUI, refusal to take a chemical test, hit and run, leaving the scene of an accident, careless and reckless driving, a preventable accident or speeding 15 mph over the limit.
- **No felony or major misdemeanor convictions** in the past 5 years, based on completion of sentence.

Note: Meeting these requirements will not guarantee you a position as a driver after course completion.

Each trucking company has their own list of requirements; some more strict than what's listed above.

Register for Class

1. Comply with admission requirements above.
2. Review the training schedule in this packet to decide which class is best for you.
3. Bring the **official copy** of the prerequisite reading placement test score with you.
4. Register and pay for your selected class on the registration date and times shown on the training schedule.

Registration for classes is available on a first-come first-in basis.

You cannot register before the registration date shown on the training schedule but you may register after that date until the class is full or until 1 day before the class starts.

Class Options

We offer several different class options at CCC&TI to accommodate your busy lifestyle.

- **Day:** Monday-Friday, 8 am to 5 pm. **(A minimum of 1 hour night driving is required).**
- **Monday through Friday evening:** Monday - Friday 5 pm to 10 pm.
- **Friday night/Saturday and Sunday:** Friday 5 pm to 10 pm, Saturday and Sunday 8 am to 5 pm.
- **Satellite or off-campus day classes.** See the enclosed schedule for more information.

Tuition & Fees

The total cost for tuition and fees is \$1006.00 (for NC residents living in the state for the past 12 months) payable to CCC&TI at registration. CCC&TI accepts most all forms of payment. *(However, when registering at any location other than CCC&TI in Hudson; checks or money orders are preferred, cash must be of the exact amount and credit cards cannot be accepted unless personally taken to the business office at CCC&TI in Hudson, NC.)*

Bring an authorization voucher or letter of intent if ESC, TAA, or WIA is paying for you.

The total cost for out-of-state tuition and fees is \$3310.00.

Tuition is set by the North Carolina Legislature. Tuition and fees are subject to change without notice.

Additional Cost

Additional costs not included in the tuition and fees listed above are shown below. Some of these costs are approximate and should only be used as a guide.

• <u>DOT Physical</u>	<u>**\$50.00</u>	<u>Due 1st day of class</u>
• <u>DOT Drug Screen (not part of the physical)</u>	<u>**\$50.00</u>	<u>Due 1st day of class</u>
• <u>MVR</u>	<u>*\$8.00</u>	<u>Due 1st day of class</u>
• <u>Class A Permit</u>	<u>*\$45.00</u>	<u>3rd week of class</u>
• <u>CDL License</u>	<u>*\$75.00</u>	<u>Last week of class</u>

(5 years@ \$75.00)

<u>*Endorsements</u>	<u>*\$3.00 per year</u>	<u>Purchased with license</u>
	<u>**Paid to physician</u>	<u>*Paid to DMV</u>

FOR INFORMATION CONTACT:

C. Rudy Fox:
rfox@cccti.edu

Director, Truck Driver Training Program
Phone – 828-726-2386 Fax – 828.726.6302

Chris Thompson:
cthompson@cccti.edu

Administrative Assistant
Phone – 828-726-2380 Fax – 828.726.6302

Frequently Asked Questions

Q: Do I need a GED or high school diploma to enroll in the course?

- ❖ No, but you must pass a Reading Placement Test with a minimum 8th grade reading level or better to register.
- ❖ Schedule the test by calling the appropriate TestingCenter. **You must bring the test results when registering.**

Q: Do you have financial assistance?

- ❖ A scholarship fund is available to assist students with tuition costs up to a maximum of \$200. Call 828-726-2386 for more information. Veterans' benefits may apply. Call **828-726-2714** for more information. Job training programs may apply. Contact your local employment agencies for eligibility.

Q: What type of equipment will be used during training?

- ❖ We have single axle day-cabs, tandem axle conventional sleeper tractors with 48 & 53 foot semi trailers
- ❖ Several trailers will be loaded during the road driving portion of the class.

Q: Do all class schedules include night driving?

- ❖ All PTDI certified classes are required to have at least 1 hour driving at night. Night driving for the day class will be planned after normal scheduled hours.

Q: Do you do job placement?

- ❖ We work with many major carriers and local trucking companies that will hire our graduates. Recruiters from these companies also visit our classes.

Q: Do you offer off-campus classes?

- ❖ Yes, we offer several off campus classes. Please check our schedule or call for information.

Q: When should I have my DOT physical and DOT drug screen done?

- ❖ A DOT physical and DOT drug screen should be completed no later than the first day of class.
- ❖ NOTE: Please be aware that the drug screen is not part of the physical. You will need to request and pay for the drug screen separately. A positive result will cause you to be dropped from class.

Q: Do I have to get my permit before I enroll in the class?

- ❖ No, the first several days of class are spent in the classroom preparing you to get your permit, but you must have your permit before hour 135 of the class.

Q: Do I have to do my final road test for my CDL at the DMV?

- ❖ No, at the conclusion of the class, our third party testers will administer the CDL final test.

Q: Are all courses certified by the Professional Truck Driver Institute (PTDI)?

- ❖ All courses offered at the Caldwell Community College in Hudson and Catawba Valley Community College in Hickory are certified by PTDI.

Placement Testing Guide

Reading Comprehension

Purpose

Even though Caldwell Community College and Technical Institute (CCC&TI) is an open-door college, you must meet certain requirements before entering the Truck Driver Training Program. An important requirement is the Reading Comprehension Test. A minimum 8th grade reading level score is necessary before you can register in any truck driver training classes.

Description and Administration

The Reading Comprehension Test measures how well you understand what you read.

The test is administered through the use of a personal computer but computer experience is not needed. Take the test very seriously. It is not timed so don't rush. Read the questions carefully. Read all choices for answers before picking one. You cannot go back to a previous question, so make sure you answer correctly. You will need approximately 1 hour to complete the Reading Placement Test. A minimum score of an 8th grade reading level is required before you can register. You must bring an *official copy* of your test results with you when you register unless tested at CCCTI in Hudson.

Preparation and Minimum Scores

CCC&TI Caldwell Community College & Technical Institute: (Accuplacer reading test – Minimum score 40)

1. Schedule the test with the Testing Center in Hudson. Phone 828-726-2719.
2. The Testing Center is on the Caldwell Campus in Hudson, located in F-Building, room 127. Hours are:
Monday – Wednesday > 8 am – 7 pm, Thursday > appointment only, and Friday > 8 am – 1 pm.
3. Pick up A Guide to Placement Testing with practice test questions at the information desk in F building.
4. Do an internet search on “Accuplacer Practice” to find reading practice test.

CVCC Catawba Valley Community College: (COMPASS reading test – Minimum score 64)

1. To schedule the test at CVCC you must call for an appointment at 828-327-7000, ext. 4260 or 4451.

Mitchell Community College, Statesville Campus: (Accuplacer reading test – Minimum score 40)

1. Call Admissions and Testing at 704-878-3200 for information, and to schedule a Reading Comprehension Test.

Gaston College, Dallas Campus: (COMPASS reading test – Minimum score 64)

1. Schedule the Reading Portion of the COMPASS test by calling 704-922-6214. Be sure to specify that only the Reading portion of the test is required for truck driver training.

Mayland Community College, Newland Campus: (Accuplacer reading test – Minimum score 40)

1. Schedule the test with the Testing Centers at either campus. Phone Avery campus/828-733-5017, Main campus/828-765-7351, Yancey campus/828-682-7315.

To schedule your placement test for classes at:

CCC&TI in Hudson

CCC&TI Watauga @ 828-297-2185

CVCC in Hickory

Mitchell CC, Statesville Campus

Gaston College, Dallas Campus

Mayland CC, Newland Campus

Call:

CCC&TI Hudson @ 828-726-2719 or

CVCC @ 828-327-7000, ext. 4260 or 4451

Mitchell CC @ 704-878-3200

Gaston College @ 704-922- 6214

Mayland CC @ 828-733-5017

CCC&TI TRUCK DRIVER TRAINING

Caldwell Community College and Technical Institute

Pre-employment - DOT Drug Screen (Five Panel)

■ ----- Potential Student ----- ■

Date and location of the class you are applying for: _____

Full Name (Print) _____

Social Security Number _____

Mailing Address _____

City _____ State _____ Zip _____

I, _____, hereby give my full authorization and consent to the medical facility listed below to release my drug testing results to Caldwell Community College and Technical Institute/Truck Driver Training. I understand that this drug screen is a pre-registration requirement, regardless of the outcome of the drug test.

I also agree not to hold the medical testing facility or CCC&TI and their officers, directors, employees, and/or agents liable in any action pursuant to the outcome of this drug testing.

Signature: _____ Date: _____

Witness Signature: _____ Date: _____

■ ----- For Doctor's Use Only ----- ■

From the office of: _____

***Mail, Fax or e-mail Designated Employer Representative (DER)**
Drug Test Results to: Rudy Fox / Director, Truck Driver Training
Caldwell Community College
2855 Hickory Boulevard
Hudson, NC 28638

*Phone: 828-726-2386
*Secure Fax: 828-726-6302
*Email - rfox@cccti.edu

MVR – MOTOR VEHICLE RECORD

DRIVING RECORD REQUEST BY INTERNET

The Internet Driving Record Request service allows North Carolina citizens to purchase a North Carolina driving record on line. Go to <http://ncdot.org/dmv/> and click on Driving Records PIN Administration to order a Non-Certified Driving Record.

You **MUST** have the following information exactly as it appears on DMV records:

- First and Last Name.
- Driver License Number.
- SSN or ITIN or U.S. Visa.
- Date of Birth.

Before you begin the request process, you **MUST**:

- Have a valid Email address to which they can Email your PIN.
- Have a Visa or MasterCard Credit Card.

DRIVING RECORD REQUEST BY MAIL

- Fill out form below and sign
- Circle Uncertified Complete History - \$8
- Include \$8.00 check or money order
- Detach form
- Mail to NCDMV (Address listed at bottom of form)

_____ Tear off to mail _____ Tear off to mail _____ Tear off to mail _____



NORTH CAROLINA DIVISION OF MOTOR VEHICLES DRIVER LICENSE SECTION



Driver Privacy Protection Act Authorization To Disclose Personal Information Form DL-DPPA-2

I understand that personal information contained in my Motor Vehicle Record is protected by the federal Driver Privacy Protection Act and N.C. General Statute 20-43.1. I hereby authorize the release of my personal information to the person named below.

Print your full name as it appears on your driver license

Your signature (MUST BE SIGNED)

Your N.C. driver license number, SSN or ITIN & date of birth

Date signed

Person to receive information:

CALDWELL COMMUNITY COLLEGE AND TECHNICAL INSTITUTE ATTN: RUDY FOX

Mailing address:

2855 HICKORY BOULEVARD, HUDSON, NC 28638

Fees: Certified Complete History - \$11

Uncertified Complete History - \$8

Uncertified Limited History - \$8

Circle one of the above to indicate the type of MVR to be released. Make checks payable to "NCDMV".

Mail this form and fees to: NCDMV, Driver License Records, 3113 Mail Service Center, Raleigh, NC 27699, *please allow 10 business days processing time, this does not include US Postal service delivery time to or from the DMV.*

Form DL-DPPA-2, Revised Oct 2005

Previous editions are obsolete, **DO NOT USE**

MITCHELL COMMUNITY COLLEGE TRUCK DRIVER TRAINING SCHEDULE

In Collaboration with Caldwell Community College and Technical Institute

2012 - 2013

↓ **(Day Classes Only 8.5 Weeks)** ↓

Registration and classes will be held at the locations indicated below.

★Registration will be from 10 am – 12 pm and will continue for the designated time or until the class is full.

MITCHELL COMMUNITY COLLEGE (Registration & class @ ConEd Center, 701 W. Front St., Statesville 28677)

Registration Date	Class Starts	Class Ends	Days	Times
<i>September 6, 2012</i>	<i>September 17, 2012</i>	<i>November 15, 2012</i>	<i>Monday – Friday</i>	<i>8 am – 5 pm</i>
<i>January 31, 2013</i>	<i>February 11, 2013</i>	<i>April 11, 2013</i>	<i>Monday – Friday</i>	<i>8 am – 5 pm</i>

2012/2013 Student Holidays

September 3, 2012:	Labor Day Holiday
November 12, 2012:	Veterans Day Holiday
November 22-23, 2012:	Thanksgiving Holidays
January 21, 2013:	Martin Luther King Day
April 1, 2013:	Easter Holiday

February 15, 2012

Red Flags That May Hamper Employment

It's true; companies are looking for qualified drivers. However insurance requirements, the security environment and the restructured compliance and enforcement program from the FMCSA have required carriers to tighten their hiring criteria.

Companies today will conduct a thorough and detailed check on an applicant's driving, criminal, and employment history. Any red flag that gives reason for concern may cause that applicant to be passed over in favor of a more qualified one. Here are some red flags to consider:

- **Felonies & Misdemeanors:** This is a huge issue with trucking companies. A felon is not allowed into Canada. If the trucking company runs Canada they probably can't use you. With most felonies you won't be able to get a Hazmat endorsement on your license. A Hazmat endorsement is required by many trucking companies. Some companies do not allow a felony in a lifetime, others it has to be 7-10 years old (based on completion of sentence). No major misdemeanor convictions in 7 years or minor in 3 years (based on completion of sentence).
- **Automatic Denial:** Multiple felony convictions; child abuse, child neglect, child endangerment, sexual conduct with a child; sexual assault; domestic violence; sales, manufacturing or transportation of controlled substances; embezzlement; theft, robbery or burglary will probably eliminate you from most transportation jobs.
- **Drug & Alcohol Charges:** Charges within the past five years are a bad mark on your record. Some companies require no DUI in a lifetime, others it must be 5-7 years old or if 2 convictions both need to be over 10 years old. Three or more DUI convictions may eliminate you all-together.
- **Traffic Violations:** Most companies have a standard of no more than two moving violations in the past year and no more than 3 in 3 years. The following violations normally will not be allowed within the past 3 to 5 years: Refusal to take a chemical test, hit and run, leaving the scene of an accident, improper lane change, following too close, careless and reckless driving, speeding in excess of 15 mph, or open container.
- **Disqualifying issues:** Other than the normal physical requirements there are two issues that seem to reoccur in almost every class that will keep someone from getting a Class A CDL Permit. (1) The student will have an old unpaid ticket from one of the 50 states that he thinks was forgotten. (These tickets only show up when applying for a CDL) or (2) the student has an eye problem (lazy eye) that only shows up during the eye test at DMV.
- **Employment Gaps:** You must account for the last 10 years of employment.. This includes all contact information. Any gaps in employment for over 30 days must be accounted for. This includes unemployment and self-employment.
- **Health Concerns:** There are many health problems that will eliminate you for driving over-the-road. These include vision problems (lazy eye, Amblyopia etc), hypertension (high blood pressure), insulin-dependent diabetes and physical handicaps.

Keep in mind that these are "basic requirements". Disqualifying issues are far more detailed than listed above but this should emphasize the importance of keeping a clean record if you intend to be a professional driver.