



COMMERCIAL TRUCK DRIVING—North Metro Campus

Program Dates: **July 1st —August 27th**

Application Deadline: **June 17th**

CDL Information Session: May 28, 2014 at 2:30pm at the North Metro Campus, Rm 202

Commercial Truck Driving Program Information

Program Specifics

The Commercial Truck Driving program at CTC is a **37 day program** that prepares students to obtain their **Class A** Commercial Driver's License. The program consists of 3 courses for a total of 9 credit hours. Training is also provided to allow students to seek endorsements including Hazmat, Triple Truck, and Double Truck. Seating for the class is **limited to 24 seats** and is filled on a first come, first served basis by completion of admissions and program requirements.

Cost/Financial Aid Information:

- **Tuition and fees for In-State Residents totals \$1,576.00.** Students must have lived in Georgia for the last 12 consecutive months in order to qualify as an In-State Resident. Students that have not lived in Georgia for the last 12 consecutive months will be listed as an Out-of-State Resident and tuition and fees will total \$2,881.00. *Any fees associated with obtaining admissions materials, CDL exam fees, and books will be additional and are the student's responsibility.*
- **Financial Aid:** **If you are interested in Financial Aid, you must first apply.** Once your application has been received, additional documentation may be required. In-State Residents that qualify will have their out-of-pocket expense reduced to \$12.87. You may **contact our Financial Aid Office at (770) 975-4059** with any questions.
- **Veterans:** Please contact our VA Certifying Official, Leroysha Kemp-Carmichael at (770) 528-5801 or by email at Leroysha.Kemp-Carmichael@ChattahoocheeTech.edu.
- If you are unemployed, you may contact the Workforce Investment Act (WIA) Office for the county in which you live to see if you may qualify for additional assistance.

Class Schedule

- CTDL 1010 (3 credit hours) - Fundamentals of Commercial Driving
 - 10 day classroom session
 - Monday—Friday, 8:00am to 3:30pm
- CTDL 1020 (2 credit hours) - Combine Vehicle Basic Operation & Range Work
 - 11 day session
 - Students divided into 2 sessions:
 - Session 1: Monday—Friday, 7:00am to 1:00pm
 - Session 2: Monday—Friday, 1:00pm to 7:00pm
- CTDL 1030 (4 credit hours) - Combination Vehicle Advanced Operations
 - Same 2 session format as CTDL 1020

For more information contact:

Kelsey Heiple
Admissions Advisor
(770) 975-4131

Kelsey.Heiple@ChattahoocheeTech.edu

Or

Ray Puckett
CTD Lead Instructor
(770) 529-2357

Samuel.Puckett@ChattahoocheeTech.edu

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CTC Admissions Checklist

- Application for Admission (and \$20 non-refundable application fee)
- Take the COMPASS Placement Exam (this may be waived for students that have completed transferable college credit or have satisfactory SAT/ACT scores)
- Submit official transcripts from all previously attended colleges/universities, if applicable
- Submit proof of lawful presence
- Submit copy of your valid Georgia driver's license

CDL Program Checklist—DO NOT obtain the following documents before **June 1st**. Any documents dated prior to June 1st will not be accepted. Although the deadline is June 17th, we do not recommend waiting until then to submit your documents. There are only 24 seats in the class and they are filled on a first come, first served basis.

- Complete a Department of Transportation (DOT) Physical Examination
- Complete a NIDA-5 pre-employment drug screen
- Obtain a 7-year Motor Vehicle Report (*Please note: students with serious traffic violations may qualify for admission to CTC but may have difficulty finding employment. Serious violations include speeding 15mph or more over the speed limit, reckless driving, DUI, etc.*)

Financial Aid Information

- Fill out one of the Financial Aid applications (you do NOT have to do both):
 - FAFSA (Free Application for Federal Student Aid) — www.fafsa.ed.gov; school code: 005620
 - HOPE Application— www.GAcollge411.org
- VETERANS ONLY: Contact our VA Certifying Official, Leroysha Kemp-Carmichael at (770) 528-5801

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Where do I get my DOT Physical & DOT Drug Screen?

You may use any medical center you choose for your DOT Physical and DOT Drug Screen. However, listed below are the medical facilities most frequently used by students. You will need to call and make an appointment.

The Artimes Group & Lab Testing Services

2453 Powder Springs Rd SW

Suite 215

Marietta, GA 30064

Phone: 1-800-492-9484

Hours of Operation:	Monday & Wednesday	7:00am—4:00pm
	Tuesday & Thursday	8:00am—7:00pm
	Friday	8:00am—12:00pm

or

Lake City Chiropractic

4500 South Main St

Suite 104

Acworth, GA 30101

Phone: (770) 529-0566

Hours of Operation:	Monday, Wednesday, & Friday	2:00pm—7:00pm
	Tuesday & Thursday	9:00am—12:00pm

Please make sure that both tests fulfill all DOT requirements or you may have to retest at further expense to you. You will need to ask for a DOT physical and DOT pre-employment drug screen (NIDA 5). Make sure you have a current picture ID and wear your eyeglasses, if you require them.

ALL FEES FOR BOTH EXAMS ARE YOUR RESPONSIBILITY.

You will be required to bring the following to Kelsey Heiple at the North Metro Campus:

- ⇒ Copy of your DOT Physical Long Form
- ⇒ Copy of your DOT Medical Card (you will keep the original in your possession at all times)
- ⇒ Copy of your DOT Drug Screen Donor receipt

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Chattahoochee Technical College is accredited by the Southern Association of Colleges and School's Commission on Colleges to award associate degrees. Inquiries related to the college's accreditation by the Commission may be directed to SACSCOC, 1866 Southern Lane, Decatur, Georgia 30033-4097 or telephone 404-679-4500. Questions related to admissions and the policies, programs, and practices of Chattahoochee Technical College should be directed to the College.



To Whom It May Concern:

I am applying to enroll in the Commercial Truck Driving program at the North Metro Campus of Chattahoochee Technical College.

I need a DOT Physical and NIDA 5 pre-employment drug screen. I will need to return the donors copy of the federal drug testing custody and control form to the college, along with the physical exam report and copy of the medical card. I will also need the results of my drug test faxed to the college. Please fax my results to:

Chattahoochee Technical College—North Metro Campus
ATTN: Kelsey Heiple
(678) 222-4742

I understand that I am responsible for all costs of these tests. I give your office permission to fax the above mentioned information.

Thank you,

Student Signature

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