Chattahoochee
TECHNICAL COLLEGE

COMMERCIAL TRUCK DRIVING—North Metro Campus

Program Dates: January 5th—February 25th , 2015

Application Deadline: November 25th, 2014

CDL Information Session: To be determined

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 20 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 $1,646.00. 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 $2,834.00. *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 $61.00. 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	For more information contact:

- 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
	Diana Colon-Catoe
	CDL Assistant
	(770) 975-4131
	Diana .Colon-Catoe@ChattahoocheeTech.edu
	
	Or
	
	Ray Puckett
	CTD Lead Instructor
	(770) 529-2357
	Samuel.Puckett@ChattahoocheeTech.edu

A Unit of the Technical College System of Georgia An Equal Opportunity Institution

COMMERCIAL TRUCK DRIVING—North Metro Campus

Program Dates: January 5th—February 25th 2015

Application Deadline: November 25th 2014

Please note: Students must submit **_ALL_** of the following items to reserve a seat in the class*:*

Step 1: CTC Admissions Requirements

 All these items must be completed before submitting documents in Step 2 below.

- 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

Step 2: CDL Program Requirements

DO NOT obtain the following documents until you are contacted to submit them:

- Complete a Certified 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 moreover the speed limit.*

Reminder: There are only 20 seats in the class and they are filled on a first come, first served basis upon submission of all admission requirements.

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.GAcollege411.org

- ☐   VETERANS ONLY: Contact our VA Certifying Official, Leroysha Kemp-Carmichael at (770) 528-5801

Chattahoochee
TECHNICAL COLLEGE

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 is the medical facility most frequently used by students.
<u>You will need to call and make an appointment.</u>

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.

<u>ALL FEES FOR BOTH EXAMS ARE YOUR RESPONSIBILITY.</u>

You will be required to bring the following to Diana Colon-Catoe 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

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:

<div align="center">

Chattahoochee Technical College—North Metro Campus

ATTN: Diana Colon-Catoe

(678) 222-4742

</div>

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