

CDL School Administrators:

We wanted to reach out to all our licensed Commercial Driver License schools to let you know we are working cooperatively with Department of Licensing (DOL), to verify instructors and programs, and conduct on-site monitoring.

Please note the instructor(s) you have registered with us should match those registered with the Department of Licensing. The instructor(s) must have the appropriate licenses and endorsements to teach your approved program(s). In addition to a valid license, the qualified instructor must also have two years of relevant work or teaching experience. A student or recent graduate is not qualified to instruct and may not act as a substitute for an instructor.

On occasion the Department of Licensing will assist us on school monitoring visits. In addition to reviewing student files to ensure compliance for documenting and recording required hours of training, the DOL may also ask you, how you teach the pre-trip inspection, inspect your vehicles, calculate your hourly attendance and instructor /student ratios, and answer any exam questions.

As a Consumer Protection Agency we are pleased to have the support from our partner agency and hope this coordination will improve school performance and student success.