

# Class A CDL (Commercial Driver's License) Registration Information and Student Task List

## HOW TO REGISTER:

Register for the CDL program with our Customer Service team in person at 525 S Clearwater Lp, Post Falls ID, 83854, or by phone at (208) 769-3333 (*your seat will not be secured until you register and pay for the program*). You can also register yourself online by visiting [nic.edu/cdl](http://nic.edu/cdl)

## TASKS YOU WILL NEED TO COMPLETE BEFORE YOUR TRAINING BEGINS:

- Obtain a Commercial Learner's Permit through any Idaho Dept. of Licensing office (*this can take some time and **must** be done by the time the program starts! **Consult with Dept. of Licensing** and plan accordingly. You will be required to pass three separate written tests (General Knowledge, Combination Vehicles, and Air Brakes) at the DMV before a Commercial Learner's Permit will be issued. To prepare for these tests a CDL manual can be picked up any Idaho DMV.*)
- Complete a DOT physical and drug screen at NIC's preferred medical facility (*or provide NIC with proper documentation of DOT physical if completed before registration, drug screen still required*). **Please note:** Drug screens **must** be completed through NIC's preferred testing facility **before** the start of training. Students who do not comply will not be permitted to begin training and will be subject to our standard refund policy.
- Remit the following to the Workforce Training Center **before** the start of your course:
- Image of your valid Idaho driver's license – (*front and back*)
  - Image of your valid Idaho Commercial Learner's Permit (*front and back; must be valid through the duration of your training program*)
  - Image of valid med card or receipt of your DOT physical that indicates you passed (*drug screen results are faxed directly to NIC*)
  - Image of 3-years of your driving record from all states you've driven in (*this can be acquired [online from ITD](#)*)

Email clear images or PDF attachments to [workforcedev@nic.edu](mailto:workforcedev@nic.edu) or visit the Workforce Training Center (525 S. Clearwater Loop, Post Falls ID 83854) where our Customer Service team can scan physical records in for you. Once the class has started you will have the opportunity to upload copies of required documents through your online class portal.

Questions? [www.nic.edu/cdl](http://www.nic.edu/cdl) | [workforcedev@nic.edu](mailto:workforcedev@nic.edu) | 208-769-5973