

Thank you for your interest in the **Commercial Vehicle Driving Career Certificate** program at Florida State College at Jacksonville. This information packet will provide you with the information you need to start your career as a professional commercial vehicle driver.

The program is 320 contact hours in length. The program is offered during the day for eight weeks or two months and at night for 16 weeks or four months. Day classes start once a month. Day classes are in session from 8 a.m. – 5 p.m., Monday – Friday. Enrollment for the day class is 12 paid students. Night classes will be offered once each term (Fall, Spring and Summer). Night classes are in session from 6-10 p.m., Monday – Friday. Enrollment for the night class is nine paid students.

Placement into the next starting class can only be guaranteed once the application fee and the first class has been paid for. To start the program, you will need \$598.60. This will cover your first class, books and Pre-Screen (\$25 ID card, \$340.60 Class 1, \$159.16 Books and \$85.00 Prescreen).

Steps to take after applying for the program:

1) Register for class

Ten business days after you have submitted your application online and proof of Florida residency, call the CVD department (904) 779-4056 and ask to be registered for the next available start date. Please pay \$340.60 for class #1 as soon as possible to secure your seat.

2) Complete the Pre-screen

The pre-screen consists of a DOT physical, a DOT drug screen and Motor Vehicle Record Check (MVR). The cost is \$85 at Medical Express. The pre-screen should be completed after you apply online, pay your \$25.00 application fee and after you have been registered for the next start date. Drug screen results must be received by the CVD enrollment office not later than one week before the first day of class.

3) Purchase your books – The books may be purchased at the FSCJ Kent or North Campus Bookstore.

The CVD department will send out multiple reminder emails prior to the start of class. Please be sure and check your email daily for information from FSCJ - the Commercial Vehicle Driving program.

FSCJ Recommends: Medical Express Corporation (See Pre-Screen section below)

- Students must present a copy of the Medical Express Authorization and Release Form provided in this packet to the Medical Express Corporation staff for processing.
- If you already possess a current/valid DOT Physical Examination or DOT Card (up to one year from issued date), you may submit that document as long as it has an official signature. You will still need to submit a Drug Screen and 7-year MVR or Driving Record (See Prescreen below).
- Medical Express Corporation will give you an envelope with the DOT Physical long form and DOT Medical Card and the Seven Year Motor Vehicle Report please bring these documents with you on the first day of class.

FSCJ Cecil Center
Commercial Vehicle Driving Program
5640 POW-MIA Memorial Parkway G-103
Jacksonville FL 32221

We also offer training at:
FSCJ Nassau Center*
76346 William Burgess Blvd, Yulee, FL 32097

*When classes are scheduled at Nassau Center during the term, the first four weeks of training will be offered at Nassau Center. Once the classroom portion of training is completed at Nassau Center students will complete truck training at Cecil Center. Please call the CVD department at (904) 779-4056 or e-mail cdl-info@fscj.edu and ask about start dates for classes at Nassau Center.

Course Descriptions can be found on our [Commercial Vehicle Driving Program webpage](#).

Course cost can be found [here](#).

Funding Options

Please visit the FSCJ [Financial Aid webpage](#) for up to date information regarding funding options.

CareerSource: CareerSource is the Florida Unemployment Agency. If you qualify for a scholarship from CareerSource they will pay for the four classes and books, you will be required to pay for the Prescreen (\$85). Please call David Carroll @ (904) 779-4056 and ask for the CareerSource Referral Form. If no answer, leave your e-mail address.

CareerSource location at: 1845 Town Center Blvd., Suite 250 Fleming Island, FL 32003 Phone: (904) 356-JOBS (5627). To qualify for the scholarship, you must qualify for financial aid and have a High School Diploma or GED and complete the Referral Form requirements and assessments administered by CareerSource. The approval process with CareerSource can take up to 30 days.

Florida Pre-Paid: Florida Pre-Paid may cover most cost for Commercial Vehicle Driving. Because every plan is different, please contact your Plan Administrator for specific information in regards to what is and is not covered by FPP. This is a 320 Contact Hour, hands-on program. This program is equal to 10 Workforce Credits. [Florida Prepaid College Board](#)

Scholarships for non-traditional students – Specific scholarship information for Commercial Vehicle Driving may be difficult to find. Please visit: <http://www.collegescholarships.org/scholarships/non-traditional.htm>

VA Funding: Information regarding VA funding is available at FSCJ Student Success offices. Present your DD-214 or form 1994 and speak with a VA rep to be certified in the program. In most cases using VA will require you to pay for your classes first and then be reimbursed upon successful completion of the program. Please check with <https://www.va.gov/>

Women in Trucking: The Women in Trucking Foundation exists to provide scholarships for and encourage the employment of women in the trucking industry. Scholarship applications are accepted during the months of January and July each year. Eligibility: Any individual who will be attending a training facility for advancing her/his career in the areas of safety, driving, technical, logistic, or leadership is eligible to apply for a scholarship. Duration and Amount: An approved scholarship from the Women in Trucking Foundation will be awarded as a one-time payment at the conclusion of the training and may vary from \$500 to \$2,000 per recipient. To apply please visit: <http://www.womenintruckingfoundation.org/scholarship/>

Pre-screen Form

FSCJ COMMERCIAL VEHICLE DRIVING PROGRAM

DOT (NIDA) 5 Panel Drug Screen **\$27**

Includes collection of specimen at Medical Express or Northside Medical Clinic, all lab fees including GC/MS confirmation on positive drug screens and services provided by the Medical Review Officer

DOT Physical (*Meets Dept. of Transportation requirements*) **\$43**

Includes urine dipstick. Physicals performed at:

Medical Express Corp. at 4237 Salisbury Road #304 (appointment necessary)

MVR- 7 year Motor Vehicle Report **\$15**

Please fill out and sign attached Authorization and Release form and provide to clinic staff

85.00

Note: If you have a valid DOT Medical Card you do not need to schedule an appointment – you can visit the clinic with the authorization and wait. You need the Drug Screen and MVR (\$42).

ABOVE SERVICES AVAILABLE TO FSCJ STUDENTS AT:

**MEDICAL EXPRESS CORPORATION
4237 SALISBURY ROAD, SUITE 304
JACKSONVILLE, FL 32216
904-281-9723
HOURS MON-FRIDAY 8:30 TO 4**

*****You will be required to present a picture I.D. and be prepared to provide a urine specimen. Methods of payment accepted are cashier's check, money order, Visa or MasterCard

Turn-around Time 24-48 hours for negative results. Positive results require additional time to confirm test and contact donor.

Drug Test Results Available to FSCJ Authorized Personnel only.

Authorization and Release

Medical Express Corporations is acting as a clearinghouse for background information as described in the following Authorization and Release.

I hereby authorize without condition, except as provided for under the provisions of the Fair Credit Reporting Act (FCRA) any vendor or agency contacted by Medical Express to provide personal and private information pertaining to my driving record which may contain records concerning accidents, traffic violations and certain criminal offenses.

I further authorize Medical Express to access consumer reports, which may contain public and private information from county and state criminal repositories, educational institutions, federal, state and county institutions, credit bureaus and former employers. I understand this report may contain information pertaining to my character, education, work history, credit history, accidents, workers' compensation claims, conduct, work experience and terminations.

I understand that I have the right to make a written request to Medical Express for additional information concerning any report obtained on my behalf. I understand that I am within that right to dispute the accuracy of any information contained in said record either by mail or in person at the address of Medical Express Corporation, 4237 Salisbury Road, Suite 304, Jacksonville, Florida 32216.

I hereby authorize the below named company in conjunction with Medical Express Corporation to conduct this investigation as set forth in the above.

Print or Type

FSCJ – Commercial Vehicle Driving Company or Employer Name

First Name

M.I.

Last Name

_____-_____-_____
Social Security No.

____/____/____
Date of Birth

Driver's License Number

State

Applicant's Signature

Date

Course Materials

Commercial Vehicle Driving (5100)

The following sold only as a package at the Kent or North Campus Bookstores

Kent Campus Bookstore 3939 Roosevelt Blvd.

Jacksonville, FL 32205

G-104, (904) 384-9431

(use this bookstore if you are attending classes at Cecil Center)

Ask for the books for Course: TRA 0081

Hours (Monday – Thursday, 9 a.m. – 6 p.m., Friday 9 a.m. – 1 p.m.)

OR

North Campus Bookstore 4501 Capper Rd.

Jacksonville, FL 32218

A-173, (904)766-6631

(use North Campus bookstore if you are attending classes at Nassau Center)

Ask for the books for Course TRA 0081

Hours (Monday – Thursday 9 a.m. – 6:30 p.m., Friday 9 a.m. – 3 p.m.)

Cost: \$159.16 as of: 4/2021 CPF Training Bundle

Tractor Trailer Text 4th Ed.

Federal Motor Carrier Safety Regulations Pocketbook

Logbooks (2) w/ruler

Rand McNally Motor Carrier Road Atlas (Current Year)