



# DRIVE WITH PURPOSE

CDL CLASS B PROFESSIONAL  
SKILLS TRAINING



# ALL YOU NEED TO KNOW

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# YOUR ONRAMP TO OPPORTUNITY

UACCB's Class B CDL professional skills training prepares you to earn the license required to drive a school bus, commercial passenger vehicle, or a single vehicle with a gross vehicle weight rating (GVWR) of 26,001 pounds or more.

Students who successfully complete this course will earn a Class B Commercial Driver License with a Passenger Endorsement.

This training is especially valuable for teachers, coaches, and school staff in rural districts who need the flexibility to transport students safely and legally on school buses.

Seats in each class are limited, and enrollment is first-come, first-served, with priority given to those who already hold a Commercial Learner's Permit.



# ENROLLMENT CHECKLIST

Shift into gear and complete these tasks to secure your seat in an upcoming class. Detailed instructions for completing each task are provided on the following pages.

After you've completed these tasks, we'll provide you with a start date for your training. The sooner you finish these prerequisites, the sooner you'll be on the road to success:

CHECKLIST

- Sign up on the CDL Waitlist**
- Submit the Driving Record Release Consent Form**
- Purchase the CDL Packet (Manual and Written Test)**
- Schedule your School Bus or DOT Physical**
- Obtain a Commercial Learner's Permit (CLP)**
- Apply for the AR Workforce Challenge Scholarship**

# ☑ TASK #1 CDL WAITLIST

## How to Join the Waitlist

- You must be at least 18 years old
- Visit [UACCB.coursestorm.com](https://UACCB.coursestorm.com)
- Search for "Class B CDL"
- Click the link to the class
- Click the "Add to Waitlist" button

You can also scan the QR code on this page to go directly to the waitlist webpage.



# TASK #2

# DRIVING RECORDS

# RELEASE FORM

## How to Complete the Form

- Complete the Driving Record Release Form on the following page
- You can also **download the form** by scanning the QR code on this page

## Submitting Your Form

- Submit your completed form to UACCB by:
  - Email to [workforce@uaccb.edu](mailto:workforce@uaccb.edu)
  - Hand delivery to the **UACCB Welcome Center**

## Excessive Points on Your Driving Record

- If you have 10 or more points on your record, you must pass a Defensive Driving Training course
- Contact us for more information by calling 870-612-2082





STATE OF ARKANSAS  
**Department of Finance  
and Administration**

## DRIVING RECORD ABSTRACT RELEASE

**Each agency must keep the release on file and the release is valid for five (5) years.**

UACCB

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Agency Name

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Last Name

First Name

Middle Name

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Date of Birth

Driver's License Number

You are hereby authorized to obtain my Traffic Violation Record from the Office of Driver Services as permitted by A.C.A. § 27-50-906 and A.C.A. § 27-50-908. This record **shall** include material normally excluded by A.C.A. § 27-50-802.

I understand that this authorization to obtain my Traffic Violation Report will remain in effect for five (5) years unless a formal withdrawal is filed by me.

*Signature of individual appearing below **shall** constitute consent for the release of such records to the agency named on this form.*

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Driver Signature

Date

# ✓ TASK #3 CDL PACKET

## Where to Buy

- The CDL Packet is available for \$50 at any State of Arkansas Revenue Office
  - The **Batesville Revenue Office** is located at 1207 E Main St.
- It includes your CDL study manual, three attempts at the written test, and score sheet

## What to Bring

- When purchasing your manual, be sure to bring:
  - Your original birth certificate
  - A second form of ID (e.g., driver's license, passport)

## Revenue Office Locations

- Find your local **State of Arkansas Revenue Office online** or scan this QR Code



## TASK #4

# SCHOOL BUS OR DOT PHYSICAL

### Schedule Your Physical

- Contact your physician's office to schedule a School Bus or DOT Physical
- If your provider doesn't provide School Bus or DOT Physicals, feel free to call us at 870-612-2082 to discuss your options
- The cost of your physical is not included in the program's tuition - **UACCB cannot pay for your physical**
- Email to [workforce@uaccb.edu](mailto:workforce@uaccb.edu) or hand deliver a copy of your physical to the **UACCB Welcome Center**



# TASK #5

# APPLY FOR THE SCHOLARSHIP

The **Arkansas Workforce Challenge Scholarship** provides financial assistance for workforce training in high-demand fields, like our Class B CDL program, with awards up to \$800 per student.

We'll help you complete the scholarship application!

## Requirements

- Be an Arkansas resident
- Must be a high school graduate or received a high school equivalency (GED)
  - You will need to provide a copy of your diploma, GED certificate or high school transcript
- You cannot be a current recipient of the Academic Challenge Scholarship

## How to apply

- Apply for the scholarship at least 30 days before the start of your class
- Make an appointment to visit us at the UACCB Welcome Center by calling 870-612-2082
- Bring your diploma, GED certificate or high school transcript to your appointment

# ✓ TASK #6

# CLP - COMMERCIAL

# LEARNER'S PERMIT

## How to Schedule Your Exam

- Study for your CDL written exam!
- Find your **exam location online**, or scan the QR code
- **Schedule your exam online (ASP CDL Written Exam)**, or scan the QR code

## Submitting Your Documents

- After passing the exam, provide a copy of the front and back of your valid CLP to UACCB by:
  - Email to [workforce@uaccb.edu](mailto:workforce@uaccb.edu) or hand deliver it to the **UACCB Welcome Center**

## Important Reminder

- Your CDL packet expires in one year from the date of purchase. You have until the CDL Packet's expiration date to obtain your license.
- If you fail the exam three times, you may purchase another CDL manual for \$50 and try again

### EXAM LOCATION



### SCHEDULE EXAM



# PRO TIP

## CDL PREP APP

Use the free CDL Prep app to study for your Commercial Learner's Permit (CLP) exam!

The app provides practice questions tailored to the CLP exam. You only need to focus on these sections: **General Knowledge, Air Brakes, and School Bus and Passenger.**

Use the Practice Mode to understand why an answer is correct and challenge yourself with the Exam Mode to gauge your readiness. If you can pass the Exam Mode in the app, you'll be ready to pass the real test!

Search for "CDL Prep" in your device's app store and start studying today. It's available for **iOS** and **Android** devices.

**APPLE LINK**



**ANDROID LINK**



# PROGRAM COST AND VALUE

## Program Costs

CDL Packet (Manual & Written Test)	\$50
Tuition	\$800
School Bus or DOT Physical	\$125
Drug Test	INCLUDED
<b>TOTAL COST</b>	<b>\$975</b>

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Workforce Challenge Scholarship - \$800

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**MOST STUDENTS WILL PAY**

**\$175**

## Additional Testing Fees

If you need to take your CDL driving skills test more than twice, a \$125 fee will apply.



# CDL CLASS B CURRICULUM

Our CDL Class B professional skills training provides comprehensive, hands-on instruction to prepare you for a successful career in commercial driving. With small class sizes, you'll receive personalized attention and spend considerable time behind the wheel.

## Program Highlights

- 24 hours of training
- Conveniently offered on weeknights, weekends, and during a 3-day summer bootcamp
- Hybrid course with classroom, online theory, range practice, and driving in real-world conditions on local roads

## Core Training Topics

While the focus of the program is hands-on training, you'll also learn about:

- Federal and State Regulations
- Vehicle Systems and Maintenance
- Pre-Trip Inspections and Daily Safety Checks
- Defensive Driving and Safety Practices





# CURRICULUM CONT.

## Behind-the-Wheel Training

Our small class sizes mean more driving time for you.

Hands-on training includes:

- Vehicle operation in various driving environments (highways, city streets, and rural roads)
- Backing maneuvers
- Advanced maneuvers and turning techniques for large vehicles

## CDL Driving Test Preparation

The program culminates in preparing you for the CDL Class B skills test, which includes:

- Pre-Trip Inspection: Demonstrate thorough vehicle inspections
- Basic Control Skills: Master essential driving techniques
- On-Road Driving: Navigate real-world scenarios with confidence

# FREQUENTLY ASKED QUESTIONS

## **How many times can I take the written Commercial Learners Permit (CLP) test?**

As many as you need, but each CDL Packet you buy from the state only provides three testing tries.

## **For how long is my Commercial Learners Permit valid?**

You have until the CDL Packet's expiration date, one year from the date of purchase, to obtain your license.

## **After I pass the written CLP exam, how do I get my plastic learners permit card?**

You must take your scorecard from the exam to your local state Revenue Office.

## **Will I be required to take a drug screening test?**

Yes. Before class begins you must pass a drug test.

## **What do I do if I can't make it to a day of class?**

You must call your instructor BEFORE the class begins that day.

## **Can I work while taking this course?**

Yes! Our evening classes are designed for working adults.

# QUESTIONS CONT.

**Will I need to pass a driving test to get my CDL?**

Yes. Our instructor will bring our bus to the testing site for you to drive.

**What happens if I do not pass my driving test?**

You can re-test, but if you fail to pass the driving test two times, you must pay UACCB \$125 for each additional re-test to help cover fuel, instructor, and maintenance costs.

**Are scholarships available for this program?**

Yes! Eligible students can apply for the Arkansas Workforce Challenge Scholarship, which provides up to \$800 in funding.

**How long does it take to complete the program?**

The program lasts four weeks and includes 24 hours of instruction.

**Can I drive a school bus if I am 18 years old?**

You can earn a Class B CDL if you are at least 18, but school districts may only hire drivers who are 21 or older.

# SCHOOL BUS

## FUELING YOUR FUTURE

After completing your CDL professional skills training with UACCB, consider taking the next step toward a degree or certificate!

Whether you're a first-time college student, returning to complete your education, or looking to explore new opportunities, UACCB is here to support you every step of the way.

### **What's My Next Step?**

Reach out to our recruiter:

- Tina Goodman
- Phone: 870-612-2042
- Email: [tina.goodman@uaccb.edu](mailto:tina.goodman@uaccb.edu)





# TRUCKERS AGAINST TRAFFICKING

Truckers Against Trafficking (TAT) is a national nonprofit that trains trucking professionals to help identify and report human trafficking. Their free online course, **How Over-the-Road Truckers Can Combat Human Trafficking**, shows drivers how to spot warning signs and take safe steps to help victims.

**All CDL students** must complete this course and earn the TAT training certificate.

## How to Complete the TAT Training

- Visit <https://train.tatnonprofit.org/>
- Create a free account
- Take the training course
- Provide the certificate to your CDL instructor

You can also scan the QR code on this page to visit TAT's training portal.





# 2005 White Drive, Batesville, AR 72501



**1. Independence Hall (IH)**  
Auditorium  
Banquet Hall  
Classroom 102  
Lecture Hall 103  
Conference Hall 104  
College Store  
Grill  
Automated Teller Machine (ATM)

**2. Main Campus Building (MCB)**  
**Welcome Center**  
Classrooms 237-243  
Student Services  
Testing Center  
Information Services  
Security  
**3. Arts and Sciences Building (ASB)**  
Classrooms/Labs 301-307

**4. Adult Education Building (AE)**  
Classrooms 402-404/5  
English as a Second Language (ESL)  
**5. Business Office**  
Procurement  
Accounting  
Accounts Payable  
Accounts Receivable

**6. Human Resources**  
**7. Maintenance**  
Maintenance Shop  
Grounds Equipment  
Shipping and Receiving  
**8. Row-Johns Building (RJB)**  
Library  
Learning Resource Center  
Computer Lab  
Classrooms 801-816

**9. Nursing and Allied Health Building (NAH)**  
Lecture Hall 902  
Classrooms/Labs 909-927 and 930  
**10. Cosmetology (COS)**  
Cosmetology Salon  
Classroom 1003  
**11. Fire Training Center**

**12. Workforce Training Center (WTC)**  
Skilled Development Lab  
Community Education/Non-Credit Training  
**13. Fire Training Tower**  
**14. Gateway Center**  
Commercial Truck Driving Range  
Heavy Equipment Operations  
F.A.R.M.

## READY TO DRIVE?

Visit [UACCB.coursestorm.com](http://UACCB.coursestorm.com) to sign up for the CDL program waitlist. If you have questions, we're here to help!

- Call: 870-612-2082
- Email: [workforce@uaccb.edu](mailto:workforce@uaccb.edu)
- Visit: UACCB Welcome Center

