



Matthew L. Sheridan
Superintendent

Nanette E. Nolder
Treasurer

Scott Sabino
Director

Tel: 740-455-3111
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2024-2025 Truck Driver Training (TDT) Training Agreement Mon-Thurs

Classroom Training Only	Range & Road BTW
<input type="checkbox"/> Class A Unrestricted – Up to 160 Hours	
CDL Class A Unrestricted (40 hrs.)	CDL Class A Unrestricted (Up to 120 hrs.) SEE COURSE DESCRIPTION BELOW
Total program Cost-\$5,000	
<input type="checkbox"/> Class A Restricted – 80 Hours	
CDL Class A Restricted (40 hrs.)	CDL Class A Restricted (40 hrs.)
Total program Cost- \$2,500	
<input type="checkbox"/> Class B – 40 Hours	
CDL Class B (12 hrs.)	CDL Class B (28 hrs.)
Total program Cost- \$2,500	
<input type="checkbox"/> Passenger and School Bus – 40 Hours	
Passenger & School Bus (16 hrs.)	Passenger & School Bus (24 hrs.)
Total program Cost- \$2,500	
<input type="checkbox"/> Hazmat Training – 16 Hours (Theoretical Only)	
Hazmat	
Total program Cost- \$150	

Course Description

CDL classroom instruction will be given at Mid-East Career and Technology Center’s CDL Facility located at 3643 Church Hill Road, Zanesville, Ohio 43701. Mid-East Career and Technology Centers Adult Ed will provide theoretical and practical instruction for the following programs.

Class A Unrestricted - This course is theoretical and practical. It includes 40 hours of classroom instruction and up to 120 hours of backing, range, and road. Range instruction will consist of a minimum of 30 hours of skills & pad, a minimum of 10 hours of road driving, and up to 80 hours maximum of instruction at the discretion of the instructor.

Class A Restricted - This course is theoretical and practical. It includes 40 hours of classroom training and 40 hours of range and road behind the wheel.



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Class B - This course is theoretical and practical. It includes 12 hours of classroom instruction and 28 hours of range and road instruction.

Passenger and School Bus- This course is theoretical and practical. It includes 16 hours of classroom and 24 hours of range and road instruction.

Hazmat Training - At a minimum, Hazmat Training is 16 hours of theoretical only.

Classroom Instruction will be conducted at the Mid-East Career and Technology Centers CDL Facility located at 3643 Church Hill Road, Zanesville, Ohio 43701.

Skills instruction will be given at the Mid-East Career and Technology Centers Zanesville Campus range. Located on the north side of the facility. Address-400 Richards Rd. Zanesville, OH. 43701.

On Road Training will be conducted on roads and highways within a 100-mile radius of the Mid-East Career and Technology Centers Adult Ed.

Training will take place Monday- Thursday, 7:30 a.m. to 4:30 p.m. Hours may vary due to mechanical issues, class sizes, scheduling conflicts, and weather.

Mid-East Career and Technology Centers Adult Ed's scheduled training begins ____/____/____ and ends ____/____/____.

Students have **270** days from the date of the first day of classroom ____/____/____ ends on ____/____/____ to complete required training.

Mid-East Career and Technology Centers Adult Ed cannot guarantee that a student will receive a CDL license or employment at the completion of training. For students who complete the training, Mid-East Career and Technology Centers Adult Ed will provide a certificate of completion to the student as evidence of student enrollment and completion of state requirements from Mid-East Career and Technology Centers Adult Ed after the student obtains licensure. Students will receive a copy of their Certificate of Completion after showing proof of CDL Licensure. **License number 1466.**

To complete all training, students must complete all required hours and be entered into the Training Provider Registry (TPR) by a qualified individual within Mid-East Career and Technology Centers Adult Ed.

Driver training schools are licensed by the Department of Public Safety through the Driver Training Program Office, 1970 West Broad Street, Columbus, Ohio 43223.

Mid-East Career and Technology Centers Adult Ed training trucks are all Class B vehicles and upon hook up of trailer become Class A equipment.



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Admissions Policy

Students enrolling at Mid-East Career and Technology Centers Adult Ed TDT programs must be 18 years of age and have a completed application on file with the admissions coordinator. Applicants at their own cost must also submit a State of Ohio Driver Abstract. Applicants who have a record of a DUI/DWI/OMVI motor vehicle substance conviction within the previous five years of this agreement are not eligible to begin training at Mid-East Career and Technology Centers Adult Ed. Applicants with more than four points on their State of Ohio Driver Abstract must provide proof of employability.

In Addition, to be accepted as a student in the TDT program, the student must pass a controlled substances test (drug screen) (part 382). A positive controlled substances test (drug screen) or refusal of the test will result in the dismissal from the program. The student may be eligible to enroll in future classes. All student applicants must possess a valid state driver's license for a total of three (3) months prior to the beginning of skills range training.

If the CDL permit is not acquired before the first day of class, the student understands this may change the completion date of TDT if not obtained prior to the start of behind the wheel road training. The student is required to utilize time outside of the program to obtain their CDL permit.

Financial Arrangements

Applicants who are sponsored by any Federal, State, Private, or financial institution, will have those agencies notify the school in writing for purposes of responsibility for payment. Students who are self-paying for this program are required to be paid in full by the date of this signed agreement.

Included in the program costs are the following:

1. Books and Materials
2. Up to and including two tests at Mid-East Career and Technology Centers Adult Ed CDL Testing Center.
3. The appropriate test/training vehicles shall be provided by Mid-East Career and Technology Centers Adult Ed.

NOT included in program costs are the following:

1. Driver Abstract
2. Commercial License Permit
3. Commercial Driver's License
4. Additional Endorsements
5. If the student fails the second examination for licensure provided by Mid-East Career and Technology Centers Adult Ed, any and all additional costs will be the sole responsibility of the student to obtain licensure.



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Short-Term Truck Driver Training Refund Policy

The short-term class refund policy for the Truck Driver Training programs are as follows: If the school cancels the class, a full refund will be made to the student. If a student withdraws prior to the first-class session, then a full refund will be made to the student.

If the student attends the first day and gets his/her books and materials, and then officially withdraws, the student will receive a full refund (minus the cost of books/materials if keeping) on tuition.

No refunds will be made on tuition after the full first day of class.

Attendance Policy

Classroom: Students are required to attend 40 hours of classroom and complete all mandatory subjects within the classroom instruction. Students who fail to complete those hours will not be eligible to begin skills on road until classroom is complete. Hours may be made up the following class.

Pad/Road: If a student is absent more than two scheduled days without prior approval for skills, pad, or road driving then a student must retake their 40 hours of classroom training prior to resuming pad or road training.

All absences should be discussed with your instructor/s. If there are extenuating circumstances that result in missing critical curriculum components, the student must receive approval from the Training Manager and schedule a time for the curriculum to be made up.

Tardiness and Leaving Early

Students who fail to report a late arrival or leave early without instructor permission will be considered tardy. Four recorded incidents will constitute one day of absence.

School Code of Conduct and Consequences for Violation

Please refer to the following subjects in Section 3 General Policies of the Adult Student Handbook:

- **Dress Code**
- **Code of Conduct: Student**
- **Disruption of School**
- **Theft and Property Damage**
- **Assault**
- **Harassment, Intimidation or Bullying**
- **Insubordination**
- **Foul Language directed at another person**
- **Use of tobacco products**
- **Alcohol and drugs**
- **Weapons and dangerous instruments**
- **Immorality**
- **Consequences**



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In addition, the Mid-East Career and Technology Centers Adult Ed Truck Driver Training program students will adhere to the following standards for behavior and safety:

- Cell Phones are not permitted to be used in the classroom, skills pad or road training without permission from the instructor in charge of that area.
- Students will operate vehicle only after authorization of Instructor.
- Students will and at all times follow instruction. Always ask for clarification when in doubt.
- Students will alert Instructor of any malfunction of training equipment.
- Students will always obey all traffic laws.
- It is mandatory for all Mid-East Career and Technology Centers Adult Ed students participating in the TDT program to carry their learners permit and current driver's license at all times.
- Students will be informed of road time in advance and will be responsible for providing their own lunch and beverages.
- Students are expected to be responsible for the housekeeping in the classroom, skills pad, and trucks on a daily basis.

I acknowledge and understand that the training manager has the right for disciplinary or dismissal due to attendance, safety, attitude or for not abiding to the school code of conduct.

ACKNOWLEDGMENT: TDT Program

By my signature below I acknowledge that I have read, understand and agree to ALL of the subject matter within this 2024-2025 Truck Driver Training Agreement. Furthermore, I have received a copy of The Ohio Commercial Driver License manual and a Federal Motor Carriers Safety regulations manual. I also acknowledge I have access to the student handbook located on <https://adulted.mideastctc.org/consumer-disclosures/>

This 2024-2025 Mid-East Career and Technology Centers Adult Ed Truck Driver Training Agreement will be considered an addendum to the 2024-2025 Adult Student Handbook. In the case of differences or discrepancies, the most restrictive rules and policy will apply.

Student Signature

_____/_____/_____
DATE



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Mid-East Career and Technology Centers
Adult Ed Representative

____/____/____
DATE

Student Information (Please Print)

Student Name: _____

Address: _____

Phone: _____

Driver's License #: _____

D.O.B: _____

OFFICE USE ONLY:

Program Start Date: _____

Student Completion Date: _____

Student Licensure Date: _____

Student Placement Date: _____

Location of Placement: _____

Job Title: _____