



Commercial Driver License (CDL) Prerequisites

STEP 1: APPLY TO BLACKHAWK TECHNICAL COLLEGE

Note: Students must be at least 18 years old in order to receive the CDL permit and to begin the class.

- Click on this link: <https://tinyurl.com/applybtc> and click on “Create an Account” on the left of your screen to start your application to Blackhawk Technical College.
- If you intend to apply for Financial Aid, make sure you submit your high school transcripts.

STEP 2: COMPLETE MOTOR VEHICLE RECORD (MVR) FORMS 1 AND 2

- Bring your driver’s license to the Workforce and Community Development (WCD) Office at Central Campus, Room 2605 for them to make a copy – as required per the Department of Transportation (DOT).
- Request MVR Form 1 and 2, complete the forms, and submit them back to the WCD Office.
 - Note: Review of these documents may take 5-7 business days.

STEP 3: DOT FED MED & PRE-HIRE DRUG SCREENING – can be done at the same time

- Complete a physical, which may require additional tests, and a pre-hire drug screen.
*See your healthcare provider or contact Occupational Health Beloit at (608) 364-4666.
- Submit a copy of your Fed Med Card and Pre-Hire Drug Screen Results to Blackhawk Technical College
 - **Note: This must be completed in order for you to be cleared to register for the class.**

STEP 4: OBTAIN YOUR CDL PERMIT – valid for six months

- Obtain a CDL Commercial Learner’s Temporary Permit (valid for six months) prior to registration.
 - There is a three-part test that must be successfully completed which includes the following sections: general knowledge, air brakes, and combination vehicles. For more information, visit <https://wisconsindot.gov/Pages/dmv/com-drv-vehs/cdl-how-apply/cdl-manual.aspx>.
 - **Note: It is recommended to acquire the permit in July for a Fall Semester start.**
- A paper copy of the permit **must** be submitted to Blackhawk Technical College.
- An official copy will be required on the first day of class.

STEP 5: REGISTER FOR CLASS

- Meet with your Advisor to register for the class!

Additional Information:

- Financial Aid will only provide approximately \$800 towards tuition and fees.
- The CDL test is composed of three parts – each part costs approximately \$50.
- **Acceptance from Blackhawk Technical College is conditional based upon the student meeting all other program requirements.**