



Georgia Department of Driver Services
2206 East View Parkway • Conyers, Georgia 30013 • 678.413.8745

Nathan Deal
Governor

Robert G. Mikell
Commissioner

MEMORANDUM

TO: CDL Driver Training School Owners, Instructors, and Stakeholders
FR: Kecia Bivins, Division Director of Regulatory Compliance
DA: July 3, 2014
RE: New CDL Instructor Training Opportunity

The Regulatory Compliance Division of the Georgia Department of Driver Services (DDS) is pleased to announce a new CDL Instructor Training Class. This is a wonderful opportunity for new and existing CDL Instructors to learn more about the Department, Federal and state regulations governing the program, traffic law, commercial general knowledge, and new legislation.

The course is complimentary and will be conducted in Conyers, Georgia. The class will *typically* be held on the 1st and 3rd Thursdays of the month. However, there are a few exceptions to the typical schedule. The training dates for the remainder of this calendar year are as follows:

- Thursday August 7, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, August 21, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, September 4, 2014 (10:00 a.m. to 3:00 p.m.)
- Wednesday, September 24, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, October 2, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, October 16, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, November 6, 2014 (10:00 a.m. to 3:00 p.m.)
- Thursday, December 4, 2014 (10:00 a.m. to 3:00 p.m.)

Details on these and future dates are available via our Training Calendar located at <http://www.dds.ga.gov/regulatedprograms/calendar.aspx>.

CDL Instructor Applicants submitting certification applications **on or after August 1, 2014**, will be **required** to attend this one day training. The class will be conducted from 10:00 a.m. to 1:00 p.m. The testing component will begin promptly at 2:00 p.m., immediately following the one hour lunch break. Once an instructor applicant has taken the course, but has failed one or more components of the test, they will have the option of taking the entire course again or they have the option of arriving at 2:00 on a future class day to retake the exam only. After a third failure, the applicant must re-apply and remit all required fees.

We are excited about this opportunity and are hopeful that this training will enhance CDL Instructor Applicants' knowledge and ultimately improve highway safety in Georgia. The Regulatory Compliance Division's staff is able to assist you and answer any questions you may have regarding this new training class. We may be reached by phone at 678-413-8745 or by e-mail at reginfo@dds.ga.gov.