



CDL Program Checklist

The purpose of this document is to assist with tracking the progress of an employee through the process of obtaining their Class A CDL. This is for internal use only and does not need to be submitted as part of the CDL enrollment process.

Employee Name: _____

Submitted 'CDL Training Request Form' to CDL Program POC

Approved to register by CDL Program POC

• S# _____ Account# _____ Approval Date _____

Registered with school and sent registration date to CDL Program POC

Obtained Class A CDL and sent copy to CDL Program POC and TFS Environmental Health & Safety Officer (safety@tfs.tamu.edu)

Notified CDL Program POC of any travel expenses incurred during CDL training

Sent completed 'Driving School Evaluation' to Program POC