Welcome!

- We will get started in a few moments.
- Please enter your questions for our panelists in the Q&A box.
Q&A Webinar for Training Providers

June 2022
Agenda

1. TRAINING PROVIDER REQUIREMENTS
2. USING THE TRAINING PROVIDER REGISTRY
3. QUESTIONS & ANSWERS
4. RESOURCES AND CONTACT INFORMATION

PRESENTER
Joshua Jones - CDL Division, FMCSA
Training Provider Requirements
How the Training Provider Registry Works

CDL 1234567

Provider A

Theory

Provider B

BTW-Road

BTW-Range
What training must an entry-level driver complete to be eligible to take a CDL skills or knowledge test?

<table>
<thead>
<tr>
<th>License/Endorsement</th>
<th>ELDT Verification Occurs Before:</th>
<th>Is Theory Training Required?</th>
<th>Is Behind-the-Wheel (BTW) Training Required?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class A CDL (new or upgrade)</td>
<td>CDL skills test</td>
<td>Yes</td>
<td>Yes – Range and Public Road</td>
</tr>
<tr>
<td>Class B CDL</td>
<td>CDL skills test</td>
<td>Yes</td>
<td>Yes – Range and Public Road</td>
</tr>
<tr>
<td>Passenger (P) endorsement</td>
<td>P skills test</td>
<td>Yes</td>
<td>Yes – Range or Public Road</td>
</tr>
<tr>
<td>School bus (S) endorsement</td>
<td>S skills test</td>
<td>Yes</td>
<td>Yes – Range or Public Road</td>
</tr>
<tr>
<td>Hazardous materials (H) endorsement</td>
<td>H knowledge test</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

Both portions of BTW must be completed with and entered by the same provider.

Theory and BTW must be completed within one year of each other.

Find this in the FAQs: https://tpr.fmcsa.dot.gov/FAQ
Will FMCSA provide any training materials for any of the various ELDT curricula in the regulations?

- No. FMCSA does not provide written or electronic training materials for any of the curricula set forth in the regulations, nor will the Agency endorse specific materials or vendors.
What qualifications do the ELDT regulations require of training instructors?

<table>
<thead>
<tr>
<th>THEORY Instructors Must:</th>
<th>BTW Instructors Must:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hold a CDL of the same (or higher) class, and with all endorsements necessary, to operate the CMV for which training is to be provided.</td>
<td>Hold a CDL of the same (or higher) class, and with all endorsements necessary, to operate the CMV for which training is to be provided.</td>
</tr>
<tr>
<td>Meet all applicable State qualification requirements for CMV instructors. <em>(Exception: This is not required if providing theory instruction exclusively.)</em></td>
<td>Meet all applicable State qualification requirements for CMV instructors.</td>
</tr>
</tbody>
</table>
| Meet **one** of these:  
  • Have a minimum of two years’ experience operating a CMV requiring a CDL of the same (or higher) class, or the same endorsement; or  
  • Have previously held a CDL of the same (or higher) class; or  
  • Have a minimum of two years’ experience as a BTW CMV instructor. | Meet **one** of these:  
  • Have a minimum of two years’ experience operating a CMV requiring a CDL of the same (or higher) class, or the same endorsement; or  
  • Have a minimum of two years’ experience as a BTW CMV instructor. |

Find this in the FAQs: [https://tpr.fmcsa.dot.gov/FAQ](https://tpr.fmcsa.dot.gov/FAQ)
Does an individual who intends to obtain a Class C CDL with a Passenger (P) endorsement need to complete entry-level driver training?

- Yes. In this example, the individual must complete the entry-level driver training for the P endorsement.
- The Federal regulations do not require training for an individual to obtain a Class C CDL.
Using the Training Provider Registry
Training Provider Self-certification

Reminder: When registering, training providers self-certify that they meet applicable *Federal and State* requirements.

FMCSA may audit and remove training providers from the Training Provider Registry if the training operation does not meet Federal and State requirements.
Why do I need to register my training location(s)?

- There are two main steps for registering on the Training Provider Registry:
  1. Register company or organization
  2. Register training location(s)

- Registering training locations is necessary to:
  - Be listed on the Training Provider Registry
  - Submit driver training certification information
Registering Locations

- Click **Register Locations** in the Training Provider Portal (login required).
- Follow the prompts to complete provider registration.
  - Download the Registration Guide on the Trainings Providers page: [https://tpr.fmcsa.dot.gov/Provider](https://tpr.fmcsa.dot.gov/Provider)
- Once FMCSA has approved the location, you may submit driver training certification records for training conducted *at that location*. 
Registering Locations

Does this location offer theory or behind-the-wheel (BTW) training? (select all that apply)
- [ ] Theory
- [ ] Behind-the-Wheel (Range)
- [ ] Behind-the-Wheel (Public Road)

2. Training Information: Theory  
STEP 1 OF 2
Select the responses below that describe the training program or programs offered at the location you are registering. All fields are required.

Which curricula are covered by this location's theory training program? (select all that apply)
- [ ] Class A CDL
- [ ] Class B CDL
- [ ] Passenger Endorsement
- [ ] School Bus Endorsement
- [ ] Hazardous Materials Endorsement

Which Class A CDL theory curricula does this location cover?
- [ ] Class A CDL
- [ ] Class B to Class A CDL Upgrade

2. Training Information: Behind-the-Wheel  
STEP 2 OF 2
Select the responses below that describe the training program or programs offered at the location you are registering. All fields are required.

Which curricula are covered by this location's behind-the-wheel (BTW) training program? (select all that apply)
- [ ] Class A CDL
- [ ] Class B CDL
- [ ] Passenger Endorsement
- [ ] School Bus Endorsement

Does the BTW training at this location take place on a range or a public road? (select all that apply)
- Class A CDL: Range, Public Road
- Class B CDL: Range, Public Road
- Passenger Endorsement: Range, Public Road
- School Bus Endorsement: Range, Public Road
Updating Locations

1. Log in to your Training Provider Portal and click Manage Locations.
2. Find the location you need to edit, and click View/Edit Detail.
3. Click Edit to enable editing.
4. Once you have made the necessary changes, click Save at the bottom of the page to submit.
What is my TPR identification number?

- Each *location* you register will be assigned a TPR identification number.

- To find your location’s TPR identification number:
  1. Log in to your Training Provider Portal.
  2. Click **Manage Locations**.
  3. Find the location in your list and click **View/Edit Detail**.
  4. The TPR identification number is listed under the location name at the top of the page.
Submitting Driver Training Certification Records

- Submit information certifying a driver-trainee’s completion of ELDT by midnight of the second business day after the driver completes the training as required by 49 CFR 380.717.
Driver Training Certification Submission Tips

- Submit certification of *each type of training separately*.
- Please submit entries as the driver completes each portion.
  - Example: Submit a driver’s theory completion certification to the Registry by midnight of the second business day after the driver completes the theory training (as required in (49 CFR 380.717)).
Driver Training Certification Submission Tips

Training providers *do not enter* a driver’s commercial learner’s permit (CLP) test scores, or any scores from tests administered by State Driver Licensing Agencies or third-party examiners.

The theory assessment score is the driver’s score of the theory assessment administered by the training provider in accordance with 49 CFR 380.715.

- Driver-trainees must score a minimum of 80%. If the driver scores lower than 80%, the training cannot be submitted to the Registry.
Correct a Driver Training Certification Record

1. Log in to your Training Provider Portal and click Manage Records.
2. Select the driver record you need to edit from the list.
3. Select the edit (pencil) or delete (trash can) icon next to the record.
   - Edit: Make the necessary changes and click Update Training Record to save your changes.
   - Delete: Enter the reason for the deletion.
What does this list mean?

<table>
<thead>
<tr>
<th>Training</th>
<th>Location</th>
<th>Date/By</th>
<th>Score/Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theory</td>
<td>Example Provider</td>
<td>Completed: 5/12/2022 Entered: 5/13/2022 4:47 PM, by: Provider Admin</td>
<td>90%</td>
</tr>
<tr>
<td>Theory</td>
<td>Example Provider</td>
<td>Completed: 5/12/2022 Entered: 5/12/2022 4:54 PM, by: Provider Admin</td>
<td>90%</td>
</tr>
<tr>
<td>Public Road</td>
<td>Example Provider</td>
<td>Completed: 5/13/2022 Entered: 5/13/2022 4:47 PM, by: Provider Admin</td>
<td>100 clock hours</td>
</tr>
<tr>
<td>Public Road</td>
<td>Example Provider</td>
<td>Completed: 5/12/2022 Entered: 5/12/2022 4:55 PM, by: Provider Admin</td>
<td>100 clock hours</td>
</tr>
<tr>
<td>Range</td>
<td>Example Provider</td>
<td>Completed: 5/12/2022</td>
<td>100 clock</td>
</tr>
</tbody>
</table>

Example:
- **License:** US-AL-1234567
- **Driver Example:** 1/1/1999
- **Tester Driver:** 1/1/1999
- **Test Driver:** 2/1/1999
- **Test Driver:** 1/1/1999
Driver Record Check

- Drivers may check their own training records in the Training Provider Registry by visiting https://tpr.fmcsa.dot.gov/Check
Q&A

- Enter your questions in the Q&A box.
Resources for Training Providers

Training Providers page: https://tpr.fmcsa.dot.gov/provider

REGISTRATION

• Registration Tutorial Video
• Interactive Registration Q&A
• Training Provider Registration Guide

CERTIFICATION

• How to Submit Driver Training Certification Records

OTHER

• ELDT Curricula Summary
ELDT Video for Drivers

- Share: https://youtu.be/xId7BWW7BHk
- Or embed (code available on YouTube page)
Thank You!
More Questions? Contact Us.

Visit
• Training Provider Registry: https://tpr.fmcsa.dot.gov/

Contact
• TPR Team: https://tpr.fmcsa.dot.gov/#contact