



Here's an Overview of the Program

The Nussbaum Trucking Academy at Heartland Community College prepares you as an entry-level commercial driver. The Academy costs **\$4900** and includes:

- Classroom instruction to prepare for the permit test.
- Skill-building activities in areas including map reading, trip planning, logbooks, and safety.
- Essential Workplace Skills training in communications and customer service.
- Behind-the-wheel training in an automatic or manual transmission semi tractor-trailer.
- The skills and road test at the DMV.

The Class Options

- The daytime program runs from 8:00AM-4:30PM Monday through Friday for about a month.
- The evening program runs from 5:00-9:00PM Monday through Friday for about two months.
- Upcoming start dates can be found at www.heartland.edu/truck.

Check You Meet All the State Requirements

Illinois has very specific requirements for commercial truck drivers. Please confirm each of the following by initialing each item:

_____ I am at least 18 and understand I must be 21 or older to cross a state line with a commercial license.

_____ My Illinois license will still be valid a full year after I finish the program. (Renewing early is fine.)

_____ I have reviewed the full list of CDL (Commercial Driver's License) requirements on the [Illinois Secretary of State website](http://www.heartland.edu/truck).

Note: If you turn 21 within one year of receiving your Commercial Learner's Permit (CLP), be aware that your CLP will expire on the same date your current license expires (3 months after your 21st birthday). You will then have to renew both your license and CLP (if applicable) once expired.



English Comprehension and Reading Level

Answer each question and perform the corresponding action:

Step	Question	Answer	Action
1	I can read, write, and speak English fluently.	Yes	Done. _____ Initial here. Skip to step 3.
		No	Continue to step 2.
2	English is <u>not</u> my first language.	Yes	I will contact Heartland's Adult Education program at (309) 268-8433 and schedule a free 1-hour assessment. Para información en español: (309) 268-8266. _____ Initial here. Continue to step 3.
3	I have completed a professional certificate program, college level English or Communications 101, or have received an Associates degree or higher. NOTE: You will not be required to test if you are receiving employer-sponsorship or have procured funding through Career Link.	Yes	Done. CASAS Literacy Testing is not required. _____ Initial here. Continue to the next section (<i>Your Get Rolling Checklist</i>).
		No	I will request and complete the CASAS Literacy test. _____ Initial here. Contact NTA@HCC enrollment staff to schedule the free Adult Education CASAS literacy test. Continue to the next section (<i>Your Get Rolling Checklist</i>)

YOUR GET ROLLING CHECKLIST...



It will take about a month to finish all the required steps. Make the best use of your time by finishing some steps while you are waiting for others to be completed. Please initial each item when complete.

_____ Download and complete the Department of Transportation Physical and Drug screen form that authorizes OSF, or your primary physician, to send the test results directly to Heartland, as required by the state.

- [OSF St. Joseph in Bloomington](#)
- [OSF St. James in Pontiac](#)

_____ Schedule and complete my DOT (Department of Transportation) physical and drug screen.
(This can take 3 weeks!)

_____ Call **(309) 268-8448** four days after my DOT Physical and Drug screen to confirm HCC (Heartland Community College) has received my results.

_____ Confirm my Illinois driver's license shows my current address and will be valid for 12 full months after I complete the truck driver training program. If this is not the case, I'll go get a new one.

_____ Resolve any fines, tickets, or suspensions in Illinois, or another state.

_____ Check I have a "Proof of Legal Presence" document that's approved by the [Illinois Secretary of State](#). If not, I will order one immediately. I understand if I do not bring my Proof of Legal Presence to the DMV for my permit test, I will not be allowed to take the exam or continue in the program.

_____ Contact Heartland's Business office at **(309) 268-8140** to confirm I have no outstanding debts owed to the College.

_____ Arrange financial support (see all your options in the next section).

_____ Call **(309) 268-8448** once everything on this checklist is done. Then we'll get you scheduled for a 90-minute orientation and registration session.



Let's Review the Fees, Payment Plan, and Supports

Fees - The truck program is **\$4900**. In addition:

- You will pay OSF around \$115 when you go for your required Department of Transportation physical and drug screen.
- You will pay the DMV **\$50** when you take the permit exam.
- Your enrollment fee in the Academy is **non-refundable**, even if you do not complete the program. However, case-by-case decisions will be made in special circumstances that might allow you to finish your training in a future session.

Payment Plan – You can finance your program using a six-month, interest-free payment plan through Nelnet. There is a required down payment of **\$730** and a one-time Nelnet enrollment fee of **\$30**.

Please note:

- No credit check is needed, but Nelnet does charge penalties for missed or late payments.
- You are responsible for the full Nelnet balance, even if you do not complete the truck program.
- You need to provide your bank account number or credit/debit card information when you come for your registration appointment in order to set up your Nelnet account. There is a small fee associated if you choose to use a credit/debit card.

Financial Supports – There are funds available that may help you pay program costs. It is important to start your application for financial support **at least one month before your desired class**.

Check each financial support you're able to tap:

_____ I am currently unemployed or am earning less than I need to meet expenses.

- Complete the training support form for your county's workforce office because you may be eligible for full or partial support:
 - McLean County - [Career Link Form](#)
 - Livingston County - [Livingston Workforce Services Form](#)
 - Logan County - [Illinois workNet Center Form](#)

_____ I am interested in finding tuition assistance from an area trucking company.

- Find out the options by reviewing the Truck Company Information in the next section.

GET ROLLING...



If you don't qualify for any of the supports above, consider:

- Applying for a Heartland [truck scholarship](#) that covers program costs. Call **(309) 268-8020** if you have questions.
- Applying for the [Workforce Empowerment Initiative](#) that covers program costs and provides additional supports.
- Getting a student loan through [Sallie Mae](#) or a bank.

Here Are the Employment Realities

Each trucking company has its own unique requirements and policies. Some even offer tuition assistance! Be sure to review the **Truck Company Information** provided very carefully before enrolling.

While demand for drivers is strong, consider possible challenges to future employment if you:

- Have had a drug, alcohol, or violent crime conviction in the past five to seven years.
- More than one DUI or major moving violations on your driving record.
- Do not have a high school diploma or GED.
 - Heartland Community College offers free GED prep classes. Please call **(309) 268-8180** or email adult.education@heartland.edu to learn about your options.
 - Para información en español: **(309) 268-8266**.

NOTE: The Nussbaum Trucking Academy at Heartland Community College does not guarantee job placement in the transportation industry.

Living Up to the Academy Expectations

Be sure you understand and are willing to follow all the following, non-negotiable student expectations.

You must:

- Behave professionally and respectfully to your instructors and classmates.
- Follow the safety and conduct expectations your instructor will cover with you the first day of class.
- Recognize failure to follow the expectations can result in dismissal without a refund.