

C.D.L. Licensing Procedures

If someone wants to drive a bus and comes to you with:	Pre-service class	OBI (12 hours)	OBI Evaluation	CDL Permit (written test)	CDL Road Test	Abstract Physical BCI Drug Test
Class D (operators) and wants to upgrade to Class B	YES	YES	YES	YES General Knowledge Passenger Air Brake School Bus	Yes	Yes
Class C w/passenger and wants to upgrade to Class B w/ air brakes	YES	YES	YES	YES Air Brake School Bus	YES	YES
Class C w/ passenger & school bus and wants to upgrade to Class B w/ air brakes	NO- If they have attended pre service class in the last 2 years	YES need to train them in Class B bus	YES	YES Air Brake	YES	YES
Class B w/ air brakes	YES	YES	YES	YES Passenger School Bus	YES	YES
Class B w/ air brakes and passenger	YES	YES	YES	YES <u>Only</u> have to take the written test for School Bus	NO	YES
Class B w/ passenger and school bus	NO- If they have attended pre service class in the last 2 years	NO- If they have attended pre service class in the last 2 years	YES	NO	NO	YES
Class A	YES	YES	YES	YES Passenger School Bus	YES	YES
Class A w/ passenger	YES	YES	YES	YES Only have to take the written test for School Bus	NO	YES
Class A w/ passenger and school bus	NO- If they have attended pre service class in the last 2 years	NO- If they have attended pre service class in the last 2 years	YES	NO	NO	YES

ADDITIONAL INFORMATION

Out-of-State transfer:

1. Transfer their current class of CDL into Ohio, with endorsements.
(Taking test for laws and signs)
2. They must then follow the above chart.
3. Start with Pre-Service class.

Live in a state other than Ohio:

1. They must acquire proper class CDL with passenger endorsement from their state of residence and take Ohio School Bus written test at exam station and be issued a H.P. 201 to carry with them.
(Keep copy with personnel file)

Drivers that have not driven in 2 years or more:

1. Must re-certify with Pre-Service Class, OBI evaluation (minimum training possible).
2. If they have let their CDL license expire and only have a Class D, then they begin at Step 1.