

## BC Professional (Truck) Driver Training Program

*Get your career on the road with training endorsed & supported by industry employers*

### TRAINEE APPLICATION CHECK LIST

Here's what you have to do **before** you can start your training:

1. Because there are limited seats available for the pilot project, **please call the BC Trucking Association's Sharon Hansen, coordinator for the pilot project, at 604-888-5319, ext. 218, before you complete any of the prerequisites in the next step.** Ms. Hansen will help you to determine your general eligibility for the program and answer any questions you may have.
2. **Complete ALL of the following prerequisites:**
  - **Obtain a Class 1 learner's licence:** Go to the ICBC website for a brochure on how to obtain a Class 1 learner's licence:  
[http://www.icbc.com/licensing/pdfs-commveh/Driving\\_Commercial\\_Vehicles\\_Getting\\_Your\\_Drivers\\_Licence\\_MV2677.pdf](http://www.icbc.com/licensing/pdfs-commveh/Driving_Commercial_Vehicles_Getting_Your_Drivers_Licence_MV2677.pdf)
  - **Take an ICBC-approved 16-hour on-highway air brake course:** Go to the ICBC website for a list of approved schools: [http://www.dtcbc.com/resource/all\\_sch.htm](http://www.dtcbc.com/resource/all_sch.htm)  
(Note: the BC Trucking Association may coordinate delivery of an air brake course for applicants. Ms. Hansen will provide you with more information when you contact her.)
  - **Get a doctor's note that says you meet government medical fitness requirements for a Class 1 licence** (must be dated within the past 12 months).
  - **Get a copy of your driver's licence abstract for the last five years that you have been driving and make sure that you have no more than six points on it.** You can get your driver's abstract from ICBC:  
[http://www.icbc.com/licensing/lic\\_utility\\_driving\\_recordPU.asp](http://www.icbc.com/licensing/lic_utility_driving_recordPU.asp).
  - **Pass a Test of Workplace Essential Skills (TOWES):** Contact your local college or the nearest TOWES distributor for information on how to take the test. A list of BC distributors is available here: <http://www.towes.com/britishcolumbia.aspx>
3. **Complete section "A. Apprentice Information"** on the ITA's *Apprentice and Sponsor Registration Form* at this link: <http://www.itabc.ca/AssetFactory.aspx?did=208>. Here is a [sample form](#) with part A filled out.

4. **Print out** the completed application form. **Attach copies** of the documents verifying that you meet all the requirements listed in Step 2, above (i.e., copies of your Class 1 learner's licence, the air-brake course certificate, a completed medical form or note, your driver's abstract, and TOWES results) and mail to Ms. Hansen at the following address:

Sharon Hansen, Driver Training Pilot Project  
BC Trucking Association  
100 – 20111 93A Avenue  
Langley, BC V1M 4A9

Here's what will happen **after** you have sent in your application:

1. Ms. Hansen **will contact you** to confirm receipt of your application form and required documents.
2. You (and your spouse, if you are married) will **meet with Ms. Hansen** at the BC Trucking Association office to answer any questions and talk about the type of truck driving career you are interested in (e.g., local, long-haul). If you live outside the Lower Mainland, you may conduct a telephone interview.
3. You will **meet with one or more potential employer** sponsors for your Supervised Work Experience and Work-Based Learning terms.
4. Once an employer has agreed to sponsor you, you will both **complete contracts** for Supervised Work Experience and Work-Based Learning.
5. **Ms. Hansen will notify you when you are accepted into the program.** After you're in the program, she will periodically check with you on your progress.

If you have any questions about the application process, contact Ms. Hansen at the BC Trucking Association at 604-888-5319, ext. 218.
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