

COMMERCIAL DRIVER LICENSE (CDL) SKILL TEST REQUIREMENTS

Summary of Changes

Created section R Military Applicants CDL Skills Test Waiver requirements and eligibility.

Purpose

To provide guidelines for the administration of a Commercial Driver License (CDL) Skills testing.

Policy

- A. The Motor Vehicle Division (MVD) administers CDL Skills testing as part of the CDL application process to determine whether the applicant has sufficient knowledge and possesses the technical skills required to correctly inspect and safely operate a commercial motor vehicle on the highway.
 - B. Pursuant to A.R.S. § 28-3164, MVD may examine an “Original” driver license applicant to determine their ability to safely exercise ordinary and reasonable control in the operation of a motor vehicle or combination of vehicles of the type covered by the license classification or endorsement for which the applicant has applied. The Division may also accept an examination conducted by an Authorized Third Party Provider.
 - C. The battery of CDL Skills tests are administered only by a qualified CDL Examiner and only after the successful completion of all applicable CDL knowledge tests; see Policy [16.4.3 Commercial Driver License \(CDL\) Knowledge Test Requirements](#).
- Note: Pursuant to 49 CFR § 383.75, every CDL Examiner (MVD and Authorized Third Party Providers) shall complete the same training, and administer the same examination to all CDL applicants.
- D. The CDL Skills tests are conducted by appointment only and must be completed in a vehicle or vehicle combination that is representative of the class of CDL requested (e.g.: a “Truck Tractor” is not representative of a Class “B” vehicle and shall not be used for a Class B vehicle test).
 - E. An applicant is required to possess a valid Arizona Class A, B or C Commercial Learner’s Permit (CLP) while performing a CDL Skills test. A CLP holder is not eligible to take the CDL skills test in the first 14 days after initial issuance of the CLP.

Note: An applicant applying for a Class C CDL with a Hazardous Material Endorsement (HME) is not required to possess a CLP because the applicant will undergo a skills test in a vehicle less than 26,001 GVWR, for which an operator license is sufficient for testing purposes, see Policy [16.4.2 Commercial Driver License \(CDL\) Issuance](#).

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F. The Division has adopted the American Association of Motor Vehicle Administrators (AAMVA) uniform CDL testing administration and scoring standards (Pursuant to 49 CFR 384.201) as provided in the Arizona CDL Examiner's Manual.

G. Qualified MVD CDL Examiners shall use the CDL Demonstration Test Scoresheet form #40-5125 or the Panasonic hand held U1 field computer to record the results of each CDL Skills test administered.

H. Qualified CDL Examiners shall conduct each CDL Skills test concurrently and in the following order:

1. **Vehicle Inspection (Pre-Trip)**

The purpose of this test is to determine whether the driver knows if the vehicle is safe to drive.

- Applicants will be asked to perform a pre-trip inspection, to include brake check of the vehicle while explaining to the CDL Examiner which items are to be inspected and why
- The CDL Examiner completes each section of the CDL Demonstration Test Scoresheet as each item is correctly inspected and/or explained

2. **Basic Control Skills**

The purpose of this test is to evaluate the applicant's basic skills in controlling the vehicle and judging its position in relation to other objects.

- The test course, as designated by lines, pylons and/or similar items, consists of a variety of exercises designed to evaluate basic control skills
- The CDL Examiner conducts the test from outside the applicant's vehicle in a position from which the CDL Examiner is able to safely observe the lines, pylons and other course markings
- The exercises may include moving the vehicle forward and backward and executing specific turning maneuvers
- The CDL Examiner shall read the approved instructions for each exercise to the customer
 - The instructions are given/read at the beginning of each exercise
- The applicant will be scored on all of the following:
 - How well the applicant stays within the course boundaries
 - How many pull-ups are made
 - The final position of the vehicle

3. **Road Skills**

The purpose of this test is to evaluate whether the driver possesses the minimum level of skills required for driving in most road situations.

- A CDL Road Skills test shall be conducted only on predetermined routes approved by the appropriate CDL Coordinator
- Approved routes may consist of left and right turns, intersections, railway crossings, curves, up and down grades, height/weight restriction or sign, rural or semi-rural roads, city multi-lane streets and expressway driving
- In addition, when applicable, bus/school bus passenger discharge maneuvers

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- The applicant will drive the vehicle over the established route while following instructions given verbally by the CDL Examiner
- The CDL Examiner will score the specific items and actions performed during the Road Skills test as outlined in the Arizona CDL Examiner's Manual
- Upon payment of the prescribed fee (A.R.S. § 28-3002), an applicant may attempt the Road Skills test up to three times within a one year period (A.R.S. § 28-3158).

I. Applicants who fail any one portion of a CDL Skills test shall not proceed to the next segment of the test and must wait until the following business day before attempting to retest for that failed portion.

J. Vehicle inspection and basic control skills test passing scores are valid only for the period remaining on the CLP initially issued to the applicant. If the CLP is renewed, the applicant must retake all segments of the skills test, see Policy [16.4.3 Commercial Driver License \(CDL\) Knowledge Test Requirements](#).

K. On successful completion of the entire CDL examination process, a CDL reflecting any necessary and applicable restrictions may be issued to the qualified applicant, see Policy [16.4.2 Commercial Driver License \(CDL\) Issuance](#).

Note: A Class C CDL with a HME cannot be issued until the applicant successfully completes a Transportation Security Administration (TSA) security threat assessment and fingerprint-based Background Records Check (BRC), see Policy [16.4.2 Commercial Driver License \(CDL\) Issuance](#).

L. An applicant may be required to purchase a CLP, required to complete all knowledge and/or road/skills tests (including the Vehicle Inspection, Basic Control Skills and Road Test) applicable to the following CDL transactions:

- Remove certain CDL restrictions
- Upgrade the class of a CDL
- Add a passenger and/or school bus endorsement to an existing CDL

Authorized Third Party CDL Testing

M. Pursuant to A.R.S. § 28-3164, the Division may accept CDL Skills examinations conducted by Authorized Third Party Providers.

N. Although a properly completed Third Party CDL Demonstration Test Scoresheet, form #96-0123, may be accepted, MVD may require an applicant to retest for any or all portions of the CDL Demonstration testing process.

O. Third Party CDL Demonstration Scoresheet Test results are valid for 30 days from the date of signature. A scoresheet submitted after that date is considered to be expired. MVD shall not accept a CDL application containing a scoresheet test result that is expired. The applicant must retake the CDL skills test and resubmit a CDL application containing a new scoresheet test result.

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- P. Third Party CDL Testers cannot administer a CDL Skills test that requires a Skill Performance Evaluation (SPE) Certificate. These “Special Drive” tests, are solely administered by qualified MVD CDL Examiners at the request of the MVD Medical Review Program, see Policy [8.1.6 Commercial Driver License \(CDL\) Medical Requirements](#).

Automatic Failures

- Q. The safety of the applicant, CDL Examiner and the public must be of primary concern. Therefore, if the driver commits an obvious serious violation of the law, persistently ignores traffic laws or causes any concern for the safety of others, the test shall end with an automatic failure. One or two minor or inadvertent violations would not constitute an automatic failure.

Military Applicants CDL Skills Test Waiver

- R. MVD may waive the skills testing portion of the CDL requirements for individuals domiciled in Arizona who are on active duty in the armed forces of the United States or have separated from the armed forces of the United States under honorable conditions in the last ninety days. To qualify for the skills test waiver, an applicant must submit a completed Application for Military Skills Test Waiver form #96-0680 to the MVD CDL Program certifying the following:

1. Applicant is a member of the active or reserve components of any branch or unit of the armed forces of the United States or honorably discharged within the past 90 days. Any of the following documents can be submitted as proof of active or veteran status:
 - Active Duty Uniformed Services ID Card (DD Form 2)
 - Certificate of Release or Discharge from Active Duty (DD Form 214)
 - National Guard Report of Separation and Record of Service (NGB FORM 22)
2. During the two-year period immediately prior to applying for a CDL, the applicant:
 - Has not had more than one driver license (except for a military license),
 - Has not had any license suspended, revoked or cancelled, and
 - Has not been convicted of an offense committed while operating any type of motor vehicle anywhere in the United States that would subject the applicant to the following disqualifying major offenses:
 - Refusing to submit to a test in violation of A.R.S. § 28-1321
 - Convicted of a first violation of any of the following:
 - Driving a CMV under the influence of intoxicating liquor or a controlled substance or while having an alcohol concentration of 0.04 or more
 - Leaving the scene of an accident involving a motor vehicle driven by the person
 - Using a motor vehicle in the commission of a felony
 - Violating any section of A.R.S. Title 28, Chapter 4, Article 3, while operating a non-commercial motor vehicle
 - Driving a CMV while, as a result of prior violations of A.R.S. § 28-3312 committed while operating a CMV, the person's commercial driving privilege is canceled, disqualified, suspended, or revoked

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- Causing a fatality through the negligent operation of a CMV (includes a conviction of manslaughter, homicide, or negligent homicide while operating any motor vehicle)
3. During the two-year period immediately prior to applying for a CDL, the applicant has not had more than one conviction while operating any type of motor vehicle for the following serious violations:
- Excessive speeding involving a single offense for a speed of 15 miles per hour or more above the posted speed limit
 - Reckless driving, as provided by A.R.S. § 28-693
 - Aggressive driving, as provided by A.R.S. § 28-695
 - Racing, as defined in A.R.S. § 28-708
 - Improper or erratic traffic lane changes, as provided by A.R.S. § 28-729
 - Following the vehicle ahead too closely, as provided by A.R.S. § 28-730
 - A violation of A.R.S. Title 28 that is connected with a fatal traffic accident
 - Driving a CMV if the operator has not been issued a valid CDL
 - Driving a CMV without a valid CDL in the operator's possession
 - Driving a CMV without a valid CDL endorsement applicable to the type of CMV or motor vehicle combination operated
4. Must provide a completed Application for Military Skills Test Waiver form #96-0680 signed by the applicant's Commanding Officer that certifies the applicant:
- Is regularly employed or was regularly employed within the last 90 days in a military position requiring operation of a CMV
 - Was exempted from the CDL requirements pursuant to 49 CFR § 383.3(c)
 - Was operating a vehicle representative of the CMV the driver applicant operates or expects to operate, during the two-year period immediately before the application for the waiver

Note: Additional tests may be required as determined by the Medical Review Program.

21 Aug 2013
Date


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Division Director

Authority: HB2076, Laws 2013, Chapter 85, effective September 13, 2013. 49 CFR 383.25, 383.51, 383.75, 383.77, 383.133, 384.201, A.R.S. §§ 28-3312, 28-5103 and 28-3164

Procedure Information: [Commercial Driver License \(CDL\)](#)