

# What to Know For Employers

**CDL CONTINUING EDUCATION  
OPPORTUNITIES AT WNC**



## BEFORE ENROLLING YOUR EMPLOYEE

### Course Cost

The cost of the course is \$4,900 for Class A and \$3,500 for Class B. Each fiscal year (July-June), you will receive a 10% discount for the 2nd-5th student that you send to the program, and a 15% discount for the 6th student and beyond. We can accept cash, check, card or ACH payments and we are a registered State of Nevada Vendor (#D35000822).

### Admissions Requirements

In order to admit a student to the program, we require a completed application, including a copy of the student's Driver's Permit, 10-year driving record, DOT Medical Examination card, drug screen results, and a promise of payment. We accept students into the program in the order that we received completed applications, and we cannot hold spots for students without all required materials.

For our employer partners, in lieu of a drug screen, we will accept a letter on company letterhead which indicates that the employee is in compliance with the employer's drug testing policy.

Please ensure that your employee answers every question on the application before submitting it!

### Questions? Contact Us

Program Coordinator: Lauren Slemenda Moore  
conted@wnc.edu (775) 445-4210

**Western Nevada College**



# DURING CLASS

## What We Expect of Students

We expect every student in our courses to:

- Show up on time, sober and well-rested for every class session
- Stay for the full length of every class session
- Study on their own as needed to master the pre-trip inspection
- Follow the NSHE Student Code of Conduct (available online)
- Refrain from use of cell phones on the skills lot and in the truck, except in the case of an emergency
- Treat our instructors and staff with respect and courtesy at all times

Your help in reinforcing these expectations is greatly appreciated. If a student is failing to meet expectations, we may contact you to apprise you of the situation and ask for your assistance in reinforcing the messages the student is receiving in the classroom.

## What You Can Expect of Us

In return, you can expect that our instructors and staff will:

- Provide clear, accurate instruction that is in line with current industry standards and best practices
- Provide high-quality, individualized feedback to students, both one-on-one and in small groups
- Treat students with respect and courtesy at all times
- Communicate early and often with students about their progress, as well as any changes to course schedule or class location

# AFTER CLASS

## Our Role

Classes are 5 weeks and approximately 200 hours in length. We generally offer additional instruction and assistance to students who are struggling, if they demonstrate the desire and motivation to make good use of that time. However, after the 5-week period of instruction is over, we cannot guarantee continued instruction. While we will typically continue to work with motivated students to ensure they have the opportunity to obtain their license and re-test if necessary, this is offered as a courtesy and is dependent on the student's prior performance and instructor availability.

We will also make our truck-driving simulator available to former students for additional practice and advanced skills training, as staff and equipment are available.

## Your Role

Obtaining a CDL is just the beginning of your employee's journey. While we provide them with the most information possible in a 5-week period, there is a great deal more they will learn on the job. Our graduates are generally most successful in their new role when they undergo a training period on your company's equipment, with an experienced CDL driver in the passenger's seat. We know this can be a challenge because of staffing shortages, but generally we find that any additional training, supervision and on-the-job feedback our graduates receive comes back to the company tenfold in the form of a productive, safe and motivated employee.

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