

APPENDIX A: CDL CERTIFICATION FORM

Michigan Department of State
COMMERCIAL DRIVER LICENSE CERTIFICATION

Full Name: (Please Print)	
Driver's License Number:	Date of Birth:

I am applying for the following Commercial Driver License (CDL):

CDL GROUP DESIGNATION: (Choose only one) See reverse side for description of CDL group designations.		
<input type="checkbox"/> GROUP A	<input type="checkbox"/> GROUP B	<input type="checkbox"/> GROUP C

CDL ENDORSEMENTS: (Choose as many as you need) See reverse side for description of CDL endorsements.				
<input type="checkbox"/> H - HAZARDOUS MATERIALS	<input type="checkbox"/> N-TANK VEHICLE	<input type="checkbox"/> P-PASSENGER VEHICLES	<input type="checkbox"/> S-SCHOOL BUS	<input type="checkbox"/> T-DOUBLE/TRIPLE TRAILERS

CERTIFYING TO THE TYPE OF COMMERCIAL MOTOR VEHICLE (CMV) DRIVING I WILL DO AS REQUIRED IN 49 CFR PARTS 383 AND 391 (Choose only one): See the reverse side for more information on driving types.

I will operate, or expect to operate a vehicle used in the following manner:

<input type="checkbox"/> Non-accepted Interstate - I will operate a commercial motor vehicle outside of Michigan. You must also provide a medical certification document.
<input type="checkbox"/> Excepted Interstate - I will operate a commercial motor vehicle outside of Michigan, only for an excepted purpose.
<input type="checkbox"/> Non-accepted IntraState - I will operate a commercial motor vehicle only within Michigan (Intrastate commerce).
<input type="checkbox"/> Excepted IntraState - I will operate a commercial motor vehicle only within Michigan for an excepted purpose.

CDL RESTRICTIONS: (Choose only one)	
This vehicle I will operate is:	<input type="checkbox"/> Equipped with air brakes <input type="checkbox"/> Not equipped with air brakes (Restriction Code 28)

Please answer all of the following questions. Your driving record will be verified before you take any test. A starred (*) response to one or more of these questions will disqualify you from obtaining a CDL.

1. Do you reside at a permanent Michigan address with the intention of remaining in Michigan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2. Do you have a driver's license from more than one state? (Section 257.301 of the Michigan Vehicle Code and 49 CFR 383.21 of the Federal Safety Rules prohibit drivers from having more than one driver's license.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3. Are you currently disqualified or suspended from operating commercial motor vehicles in Michigan or any state?	* <input type="checkbox"/> Yes	<input type="checkbox"/> No
4. Is your driving privilege currently suspended, revoked, denied, or canceled in Michigan or any state?	* <input type="checkbox"/> Yes	<input type="checkbox"/> No
5. Unless exempt under the Federal Motor Carrier Safety Administration (FMCSA) rules, do you meet the driver qualification standards to operate a commercial motor vehicle as stated in 49 CFR Part 391? If yes, you should have a valid Medical Examiner's Certificate (also known as a DOT card) <u>and</u> a valid FMCSA Skills Performance Evaluation <u>as needed</u> .	<input type="checkbox"/> Yes	* <input type="checkbox"/> No
6. Unless exempt under the FMCSA rules, do you meet the qualification standards to operate a commercial motor vehicle under the Michigan Motor Carrier Safety Act (1963 PA 161) or Michigan Pupil Transportation Act (1990 PA 167)? If yes, you should have either a valid Michigan Motor Carrier Waiver or a valid Medical Examiner's Certificate (also known as a DOT card) if under the MI Pupil Transportation Act.	<input type="checkbox"/> Yes	* <input type="checkbox"/> No
7. If required, is the vehicle you will use for the CDL skills test representative of the vehicle that you will operate, once licensed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
8. As required by the Federal Motor Carrier Safety Regulations, Part 383, section 73, please list any state where you held a license within the last ten years.		
9. As required by the Federal Motor Carrier Safety Regulations, Part 383.71, can you present proof of U.S. citizenship or Lawful Permanent Resident Status to obtain a Hazmat Endorsement? If no, Hazmat Endorsement cannot be issued.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Department of State Use only (Circle Document Type Presented)	
<p style="text-align: center;"><u>Acceptable Proof of U.S. Citizenship:</u></p> <ul style="list-style-type: none"> • Unexpired U.S. passport or passport card • Original or certified copy of birth certificate issued by a state, county, municipal authority, or outlying possession of the U.S. bearing an official seal. • Consular Report of Birth Abroad issued by the U.S. Department of State (FS-240, DS-1350 or FS-545) • Certificate of Naturalization (N-550, N-570 or N-578) • Certificate of U.S. Citizenship (N-560 or N-561) 	<p style="text-align: center;"><u>Acceptable Proof of Lawful Permanent Resident:</u></p> <ul style="list-style-type: none"> • Valid, unexpired Permanent Resident Card, issued by USCIS or INS.

I certify the information disclosed on this form is true. I understand making a false statement when applying for a driver's license is a felony.

Signature: X	Date:
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BPS-100 (01/12) Authority granted under Public Act 300, as amended.

CDL GROUP DESIGNATIONS

GROUP A	GROUP B	GROUP C
A vehicle towing a vehicle or trailer with a gross vehicle weight rating (GVWR) of 10,001 pounds or more when the gross combination weight rating (GCWR) is 26,001 pounds or more	A vehicle with a GVWR of 26,001 pounds or more. The Group B allows for towing trailers or other vehicles with a GVWR of 10,000 pounds or less.	Any single vehicle, or combination of vehicles, that meets neither the definition of Group A nor that of Group B, but is either designed to transport 16 or more passengers including the driver, or is used in the transportation of materials found to be hazardous and require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR part 172, subpart F).

CDL ENDORSEMENTS

H – Hazardous Materials	Needed to carry hazardous materials in amounts requiring a placard or any quantity of material listed as a select agent or toxin in 42 CFR part 73.
N – Tank Vehicles	Needed to haul liquids or liquefied gases in permanently mounted cargo tanks rated at 110 gallons or more or portable cargo tanks rated at 1,000 gallons or more.
P – Passenger Vehicles	Needed to operate any vehicle designed to transport 16 passengers or more, including the driver.
S – School Bus	Needed to operate any commercial motor vehicle used to transport pre-primary, primary, or secondary school students from home to school, school to home, or to and from school sponsored events.
T – Double/Triple Trailers	Needed when towing two or more trailers with a single power unit.

DRIVING TYPES

<p>Non-accepted interstate. Operates a commercial motor vehicle outside of Michigan and must provide a legible copy to the Secretary of State of one of the following medical certification documents:</p> <ul style="list-style-type: none"> A completed Medical Examiner's Certificate signed by a medical professional. You must also keep this document with you until January 30, 2014 when operating a commercial motor vehicle. An FMCSA Skills Performance Evaluation document or an FMCSA document listed in 49 CFR 381 Subpart C, authorizing operation of a commercial motor vehicle. This document must be in your possession when operating a commercial motor vehicle. <p>Note: Transportation with a CMV within state lines is considered interstate commerce if the origin and/or destination of the load crosses state lines.</p> <p>Excepted interstate. Operates a commercial motor vehicle outside of Michigan, only for "excepted" purposes listed below. The medical documentation does not need to be provided to the Department of State. However, it must be in your possession when operating a commercial vehicle.</p> <p>Note: Transportation with a CMV within state lines is considered interstate commerce if the origin and/or destination of the load crosses state lines.</p> <p>Excepted Interstate Purposes:</p> <ul style="list-style-type: none"> 49 CFR §390.3(f): School bus operations, state and federal transportation, occasional transportation of personal property not for compensation, transportation of human corpses or sick/injured persons, fire trucks and rescue vehicles, commercial vehicles designed or used to transport between 9 and 15 passengers (including the driver), transportation of propane winter heating fuel. 49 CFR §391.2: Farm custom operations, apian industries (beekeepers seasonally transporting bees), certain farm vehicle drivers. 49 CFR §391.68: Private motor carrier of passengers (non-business). 49 CFR §398.3: Driver of migrant workers.
<p>Non-accepted intrastate. Operates a commercial motor vehicle only within Michigan (intrastate commerce). Your medical certification or a Motor Carrier Division Medical Waiver does not need to be provided to the Department of State. However, the medical certification or a Motor Carrier Division Medical Waiver must be in your possession when operating a commercial vehicle.</p> <p>Excepted intrastate. Operates a commercial motor vehicle only within Michigan (intrastate commerce) only for an excepted purpose listed below.</p> <p>Excepted Intrastate Purpose:</p> <ul style="list-style-type: none"> MCL 480.15(2)-(5): A self-propelled implement of husbandry or an implement of husbandry being drawn by a farm tractor or another implement of husbandry, public utility, telephone, and cable television company service vehicles that do not meet the definition of a commercial motor vehicle in 49 CFR part 383, or a public utility service vehicle used in cases of emergency.

Applying for a license or ID? You'll Need the Following Documents

Secretary of State
Terri Lynn Laird

To ensure your application process is as smooth as possible, remember:

- ✓ Documents must be originals or copies certified with a raised seal or stamp. Faxed or photocopied documents will NOT be accepted.
- ✓ Foreign driver's licenses are accepted as proof of driving experience only

- ✓ To double-check that you have all the correct documentation before visiting a Secretary of State office, if you have any questions about what is required, call the Department of State Information Center at (888) 505-MICH (767-6424) toll free for assistance.

- 1. A valid Social Security number or proof of ineligibility.
- 2. Legal presence in the U.S.
- 3. Identity.
- 4. Michigan residency (at least two documents are required).

When applying for an original Michigan driver's license or state identification card, you must present documentation of:

1 Your Social Security number or letter of ineligibility	2 Legal presence	3 Identity verification	4 Proof of Michigan residency
<p>Present ONE of the following to demonstrate a valid Social Security number or ineligibility.</p> <ul style="list-style-type: none"> □ Social Security card. □ W-2 or 1099 form. □ Pay stub containing your name and Social Security number. □ Valid U.S. military ID card with photo (DD-2, DD-1173 or CAC card). (Documents expired less than one year will also be accepted.) □ Letter of ineligibility from the Social Security Administration. Letters that are more than 30 days old will not be accepted. <p>Note: All Social Security information will be verified.</p>	<p>At least ONE of the following must be presented:</p> <ul style="list-style-type: none"> □ Original certified birth certificate issued by a government unit in the U.S. or U.S. territory. □ Valid, unexpired U.S. passport or passport card. □ Valid, unexpired Permanent Resident Card (I-551) issued after December 1997. □ Certificate of Citizenship (N-560 or N-561). □ Certificate of Naturalization (N-550, N-570 or N-578). □ Consular Report of Birth Abroad issued by the U.S. Department of State (FS-240, DS-1350 or FS-545). □ Valid, unexpired foreign passport in your name with English subtitles or translation, with stamped I-94 and an unexpired U.S. visa. (F-visa holders must also present an I-20 form; J-visa holders must present a DS-2019.) □ Valid, unexpired Employment Authorization Card (I-688, I-688A, I-688B or I-766). □ Valid, unexpired Refugee Travel Document (I-571) with stamped I-94. □ Approved U.S. Department of Labor certification with a valid, unexpired foreign passport in your name with English subtitles or translation, with stamped I-94 and an unexpired U.S. visa. 	<p>Present original documents to establish identity. MORE THAN ONE document may be required.</p> <ul style="list-style-type: none"> □ Out-of-state or Canadian driver's license or ID card. (Licenses or cards expired for less than one year will be accepted.) □ Marriage license issued in the U.S. □ Divorce decree issued in the U.S. □ U.S. court order for a name change. □ Photo ID card issued by a federal or Michigan government agency. □ Valid U.S. military ID card with photo (DD-2 or CAC card). (Documents expired less than one year will also be accepted.) □ U.S. military discharge or separation documents, such as a DD-214. □ Tribal photo ID card from a federally recognized Native American tribe. □ Michigan Department of Corrections prisoner ID card. (This document requires verification.) □ Michigan driver education certificate. (For applicants age 18 and younger.) □ Michigan adoption record. □ U.S. school records, such as school diplomas, transcripts or yearbooks. □ If the applicant is below the age of 18 and does not have one of the above, a parent or guardian must present their driver's license or ID and sign for the applicant. □ A second document from group #2 requirement may also be met if two of the following documents are presented: foreign passport, I-94, Employment Authorization Card, Refugee Travel Document, or U.S. visa. 	<p>Bring at least TWO documents with your name and Michigan residential address.</p> <ul style="list-style-type: none"> □ Utility bill or credit card bill issued within the last 90 days. (Electronic copies are acceptable.) □ Account statement from a bank or other financial institution issued within the last 90 days. (Electronic copies are acceptable.) □ Michigan high school, college or university report cards or transcripts less than two years old. □ Mortgage, lease or rental agreement (Lease and rental agreements must include the landlord's telephone number.) □ Pay stub or earnings statement issued with the name and address of the employer. □ Life, health, auto or home insurance policy. □ Federal, state or local government documents, such as receipts, licenses or assessments. □ Michigan title and registration. (The registration must show current residential address.) <p>Note: Residency documents in a family member's name may be used if the family relationship can be established by other forms of documented proof.</p>



Note: Your first/last name and date of birth on your legal presence and identity documents should match. If your current legal name is different from the name on your birth certificate or legal presence document, you must show legal proof of the name change, such as an original marriage license, divorce decree or court order.

www.Michigan.gov/sos

