C.D.L. Licensing Procedures

If someone wants to drive bus and comes to you with	Pre-Service Class	OBI (12 hours)	OBI Evaluation	CDL Permit (Written Test)	CDL Road Test Must be in a School Bus	Abstract Physical BCI Drug Test
Class D (operators) and wants to upgrade to Class B with Passenger and School Bus	YES	YES	YES	YES - General Knowledge Passenger Air Brake School Bus	YES	YES
Class C with Passenger and wants to upgrade to Class B with Air Brakes	YES	YES	YES	YES - Air Brake School Bus	YES	YES
Class C with Passenger & School Bus and wants to upgrade to Class B with 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 with Air Brakes	YES	YES	YES	YES - Passenger School Bus	YES	YES
Class B with Air Brakes and Passenger	YES	YES	YES	YES - Passenger School Bus	YES	YES
Class B with Passenger & 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 with Passenger	YES	YES	YES	YES - School Bus	YES	YES
Class A with Passenger & 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

Out-of-State transfer
1. Transfer their current class of C.D.L. into Ohio, with endorsements. (Taking C.D.L. test for General Knowledge and School Bus).
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 C.D.L. 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 C>D>L. license expire and only have a Class D, then they begin at Step 1.