

McHenry County Workforce Network

500 Russel Court
Woodstock, IL 60098



As of December 21, 2011

Dear CDL Training Applicant:

Based on the current economic situation, feedback we have received from customers who have already received truck driver training, and feedback from other WIA program administrators in the states of Illinois and Wisconsin, we require the following for all CDL training applicants.

1. You must provide a letter of intent to hire (“pre-hire” letter) from a recognized employer stating that you will be hired upon completion of your truck driver training. Generally, the truck driver training schools will be able to guide you in this endeavor. This must be produced before your eligibility is considered.
2. You must have a clean driving record. If you are found eligible for the WIA program, you will be informed when to get your driving record from the DMV or a DAC report if you already have driving experience.
3. You must be willing to drive over-the-road. You will need to gain substantial experience in over-the-road driving before most local companies will consider you for employment.
4. Ability to be insured is critical – you must be at least 21 years old for consideration as you cannot cross state lines until you are 21.
5. Ability to pass drug screening (urine testing/hair analysis) indicating you have been drug free for the past six (6) months.
6. You must be able to obtain a one-year (1 year) DOT/medical card before approval for CDL training.

If you meet the above criteria, please submit your pre-hire letter (my contact information appears below). You will then be reviewed for eligibility for our program.

In the meantime you may participate in any of the workshops, job club and seminars that are offered. (Please continue to check our website, www.mchenrycountyworkforce.com for upcoming events as well.) You may also access all of the services offered in the Resource Room in our Woodstock office.

Dian Micklevitz
Workforce & Eligibility Specialist
815-338-7100, ext. 231
dkmickle@co.mchenry.il.us