BUS DRIVER CERTIFICATION

Steps to acquire a New Bus Driver’s Certification:

1. Complete job application and return it to our office in person.
2. Go to Certified Doctor for a School Bus physical. You must carry the physical card in your wallet.
3. Complete a Learners Permit application and take this along with your physical card to the Photo Licensing Center along with a check to apply for your permit. Your School Bus Drivers Learners Permit will be issued by the Photo Licensing Center.

**Once you have received your permit, contact one of our offices to schedule skills training:**

 **Plowville office 610-856-7740**

 **Leesport office 610-916-4771**

 **Hamburg office 610-562-6768**

1. The applicant can now begin classroom instruction and practice driving skills.
	1. Classroom instruction and driving skills are held at Eshelman Transportation by our training department.
	2. CDL knowledge test is a computer generated test given at the Photo Licensing Center. Study guides are provided by Eshelman Transportation. Applicant must have a valid permit to take the knowledge test.
2. After holding the permit for 15 days, successfully completing the knowledge tests, and attending the classroom instruction, you may take the skills test. The following items are required to take the skills test:
	1. A valid PA driver’s license
	2. A valid PA CDL learner’s permit
	3. A valid physicians certificate (DL-742)
	4. A valid school bus training Certificate of Completion (DL-713)
	5. Current registration card for the bus
	6. Valid insurance card for the bus
	7. Valid driver’s license for trainer accompanying you on the test
3. Complete PA Child Abuse History Clearance (Act 151) and send with $10.00 Money Order. (Eshelman Transportation will need a copy of this)
4. Complete request for Criminal Record Check (Act 34) and send with $10.00 Money Order. (Eshelman Transportation will need a copy of this)
5. You will need to take a pre-employment drug test
6. You will need to be finger printed for FBI clearance
7. After you pass your skills test to drive bus, you will receive and sign an employee handbook and drug testing permission paper.