CDL Training Instructor Application

Step 1 – Log into the Professional and Business Licensing Portal through SAW. Under Professional Licenses select Apply for Professional License.

Step 2 – Under Select a Profession, select Commercial Driver License. Select a License Type.

Apply for a New License
Step 3 – Answer the **Eligibility** questions. Then select **Continue**.

**Eligibility**

By answering the following questions, eligibility for the license application will be determined.

Do you meet the qualifications for each type of instruction you intend to provide?

- Yes  
- No

Do you have or have had a CDL that has not been canceled, suspended or revoked due to any of the disqualifying offenses identified in the code of federal regulations (CFR) 383.51 in the past 2 years?

- Yes  
- No

Do you meet the instructor requirements as defined in WAC 308-100-005?

- Yes  
- No
Step 4 – Enter Full Legal Name

Apply for a new license: CDL Training Instructor

Your Full Legal Name

* First Name
  Mads

* Last Name
  Blomkvist

Middle Name

Suffix
Step 5 – Enter your **Personal Identification Information**

Your Personal Identification Information

- **Birthdate**
  
  Jan 1, 1980

- **Driver's License Number**
  
  WDXXXXXXX

- **State of Drivers License Issuance**
  
  WA

- **Driver License Issuance Date**
  
  Jan 1, 2016

- **Driver License Expiration Date**
  
  Jan 1, 2022

Step 6 – Enter **Contact Information**

Your Contact Information

- **Phone**
  
  555.555.5555

Check if you have a foreign phone number

- **Email**
  
  mblom@email@email.net

Other Email
Step 7 – Enter Mailing Address. Select Validate Address. Then select Continue.

Your Mailing Address

* Country
United States

* Address Line 1
1125 Washington St SE

Address Line 2

* City
Olympia

* State
WA

* ZIP
98501-2283

* County
Thurston

Validate Address

Save And Submit Later
Continue
Step 8 – Answer the **Military Questions**.

**Apply for a new license: CDL Training Instructor**

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**Military Questions**

I am a current or former member of the armed forces, the United States Public Health Service Commissioned Corps, or the Merchant Marines of the United States.

- Yes □ No □

I am a current or former spouse or registered domestic partner of a military member, and I have an existing license in this profession from another state. My spouse/partner is being transferred and I am moving to Washington.

- Yes □ No □
Step 9 – Answer the **Profession-Specific Questions**. This is where you will tell us what sort of CDL experience you have, and what kinds of training you intend to provide – behind the wheel, and/or classroom.

**Profession Specific Questions**

* Do you have a valid Washington CDL?
  - [ ] Yes
  - [ ] No

* What class and endorsements does your valid CDL have?
  - [ ] Class A
  - [ ] Yes
  - [ ] No

* Class B
  - [ ] Yes
  - [ ] No

* Class C
  - [ ] Yes
  - [ ] No

* Passenger
  - [ ] Yes
  - [ ] No

* School Bus
  - [ ] Yes
  - [ ] No

* HazMat
  - [ ] Yes
  - [ ] No

* Tanker
  - [ ] Yes
  - [ ] No

* Will you be training Classroom?
  - [ ] Yes
  - [ ] No

Answer all listed questions. Different options may appear depending on how these questions are answered. Provide all requested information. When all questions are answered, click **Continue**.
Step 10 – Select appropriate **Endorsements**. Here, you are telling us what specific endorsement training you will provide Behind the Wheel, Classroom, or both. When done, select **Continue**.

### Endorsement

<table>
<thead>
<tr>
<th>Endorsement</th>
<th>Question</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>What will you teach in the Classroom?</td>
<td>Class A</td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: Class B</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: Class C</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: School Bus</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: Passenger</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: HazMat</td>
<td></td>
<td>Yes</td>
</tr>
<tr>
<td>Classroom: Tanker</td>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>

* What will you teach behind the wheel?
  - Class A
    - Yes
    - No
  - Behind the Wheel: Class B
    - Yes
    - No
  - Behind the Wheel: Class C
    - Yes
    - No
  - Behind the Wheel: School Bus
    - Yes
    - No
  - Behind the Wheel: Passenger
    - Yes
    - No
  - Behind the Wheel: HazMat
    - Yes
    - No
  - Behind the Wheel: Tanker
    - Yes
    - No
Step 11 – Upload **Required Attachments** – these may change depending on how you answered questions earlier in the application. Then, select **Continue**.

**Attachments**
You can upload these file formats: .pdf, .jpg, .jpeg, .png, .tiff, .bmp, or .gif.

*Resume*

**Step 12 – Review the application before submitting.**

**Review and Submit**

**Questions Review**

I am a current or former member of the armed forces, the United States Public Health Service Commissioned Corps, or the Merchant Marines of the United States.

No

I am a current or former spouse or registered domestic partner of a military member, and I have an existing license in this profession from another state. My spouse/partner is being transferred and I am moving to Washington.

No

Do you have a valid Washington CDL?

Yes

Enter the license number:

WDLXXXXXXXX

What class and endorsements does your valid CDL have?

Class A
Step 13 – Review and mark the certifications, then sign the application. Then select **Continue**.

I certify that
- [ ] I meet the qualifications for each type of instruction I intend to provide.
- [ ] I have or have had a CDL that has not been canceled, suspended or revoked due to any of the disqualifying offenses identified in the code of federal regulations (CFR) 383.51 in the past 2 years.
- [ ] I meet the instructor requirements as defined in WAC 308-100-005.

Declaration
I declare, under penalty of perjury under the law of Washington, that all of the information I've provided in this application and any associated documents is true, complete, and correct.

Signature
Please type your legal name as shown below.

Mads Blomkvist

Mads Blomkvist

Step 14 – Your application is submitted. Allow time for review.

Successfully Submitted
Thank you for submission of your application.