

Academy of Truck Driving

Scope of Services

Academy of Truck Driving (ATD) agrees to provide Class A Commercial Driving License (CDL) training services to a maximum of nineteen (19) qualified referrals from College of Alameda.

Deliverables:

ATD is prepared to provide the following training services for students to obtain a career as a Class A Commercial Driver for the period beginning December 9, 2013 and ending June 30, 2014 the agreed rate for PCC group tuition is \$2,620 per student. Class A training is to include:

Program Modules Course up to 120 hours	
CDL Training <ul style="list-style-type: none">• Pre-Training before the classroom training – approximately 4 hours All Books & training materials Health screening/drug testing DMV Print out/Permit Cost• Classroom Training Safety Driving Practices Training• Skill Training Inspection Drills & Routines Basic Controls & General Approach Shifting Skilled Backing & Maneuvers• Open Road Driving Street and Road driving Pre-Testing & DMV Road Test Sessions Provide Certificate of Training upon completion of program hours Class A license will be provided by DMV upon student passing DMV CDL testing.	
Job referral & placement <ul style="list-style-type: none">• Assess students' driving skills for placement• Assist students in selecting CDL job type• Identify employer job type that match students' profile• Practice student interview techniques• Provide job leads and opportunities• Set up job referrals and appointments	
Target Training Outcomes: Enrollment Training completions/certificate attainment	Up to 19 students 80%

Placement into training related occupation - At least 50% within 90 days of receiving license.	
Overall placement	80%
<p>Payment Terms: Each cohort will run for up to 120 hours (5 days a week/Monday-Friday- Morning and Evening classes per student enrollment) Reasonable accommodations will be made to ensure success of students, to include additional time & makeup tests. Payment will occur upon receiving invoice as follows:</p> <ul style="list-style-type: none"> • 30% of tuition for participants completing 1st week of training • 30% of tuition for students completing the last week of training • 40% of tuition upon passing the DMV road/skills test/obtain Class A License 	

ATLAS - Responsibilities

ATLAS or assigned partner/agent will provide the necessary screening and support services to the qualifying referrals by coordinating and assisting clients with their pre-admission requirements, criteria and documents listed:

- Verifying ability to speak, read and write English
- Verifying California residency and / or citizenship
- Obtaining a copy of their Social Security Card
- Obtaining a copy of their California Class C Driver License (or Temporary Class A Driver License)
- Obtaining the original copy of DMV Driving Record (Print Out – dated within 30 days prior to admission)
- Obtaining a copy of their High School Diploma information or Ability to Benefit Test Results
- Identify and provide information to ATD information of any special needs of students necessary to train the student.
- Identify and provide information to ATD regarding students' preference for day or evening training.
- Provide a Training Authorization Form for each student identifying the type of CDL Class A/B training prior to admission.
- Provide resume and interviewing resources

Payment of ATD tuition and fees based on this agreement and or the students individual Training Authorization Form. Tuition covers only the cost of training and Registration and Material Fees no auxiliary fees. Other fees such as medical screening, drug test, printouts, permits or license fees, re-test fees are not included. Should ATD cover any cost not included within the student scope of agreed tuition, ATLAS agrees to reimburse ATD for all invoiced costs.

Job placement or employment advancement will be the joint responsibility of ATLAS and or assigned partner/agent and ATD.

Payment is to be made according to the agreed upon amount stipulated on **Independent Contract Agreement #19197** and ATD invoicing.

Copies of daily timesheets must be attached to all invoices for hours trained during applicable time periods.

Both parties agree to the following terms:

1. If student's academic progress is deemed insufficient by ATD to complete Class A training, ATD will only provide Class B license training to specified student and will notify ATLAS coordinator of such change.
2. In general, all of the terms and conditions of normal business between the two parties will be adhered to.
3. In case of any training dispute or problems that might arise, will be discussed between the parties prior to any conclusion made to resolve the matter. Resolution of issues and final conclusions be in writing.
4. ATD shall be reimbursed for all fees paid on behalf of students who are enrolled regardless if they fail to complete the program at no fault of ATD.
5. Payment is to be received within 30 days of receipt of invoice.

Signed: Date _____

PCC Authorized Representative: _____

Academy of Truck Driving: _____

Printed Name: _____