____ Completed MVD form 96-0908 COMMERCIAL DRIVER LICENSE EXAMINATION CERTIFICATION APPLICATION signed by the Authorized Third Party representative.

____ Possess a valid driver license of the class (or higher) matching the testing to be administered.

____ Possess a valid driver license of the endorsement (or higher) matching the testing to be administered.

____ Completed MVD form 46-0903 THIRD PARTY AUTHORIZATION to RELEASE INFORMATION.

____ Copy of Driver License front and back.

____ 39-month motor vehicle record (MVR). Must be within 7 days of application date, and showing no suspensions or revocations or conviction related to driving under the influence of drugs or alcohol, reckless driving, aggressive driving, racing on a highway or leaving the scene of an accident.

____ Does the applicant have three years of driving experience pertaining to the operation of a commercial motor vehicle in the type and class for which the applicant is seeking certification.

____ Does the applicant have three years of driving experience with the endorsement for the class that you are requesting to test (P/S) only.

____ Completed MVD form No. 96-0560 AUTHORIZED PRESENCE DOCUMENTATION.

____ One completed department approved fingerprint card along with MVD form #99-0141A FINGERPRINT TECHNICIAN in a separate, sealed envelope. (Clearance card not accepted)

____ Completed MVD form 46-0409 PERSONAL HISTORY/AUTHORIZATION TO RELEASE INFORMATION.

____ Completed MVD form 96-0901 STATEMENT OF GOOD STANDING.

____ Cashier’s check or money order in the amount of $22.00 payable to: DPS for a criminal history check.

____ Cashier’s check or money order in the amount of $20.00 payable to: MVD for training materials.

Submit to:
ADOT/Motor Vehicle Division
CDLE Unit
PO Box 2100, MD 545M
Phoenix, Arizona 85001-2100

NOTE: Only the current version of required forms will be accepted.
Forms may be downloaded from: http://www.azdot.gov/mvd/mvd-forms-library.
If fingerprint cards are needed, please call 602-712-4752 or email your request to: cdle2@azdot.gov.