

T Enterprises, Inc.



Truck Driving School

*210 E. Lewis Place
Pasco, WA 99301*

509-547-2441 office

509-544-0499 fax

TEnterprisesInc.com

Office hours

Monday - Friday 7:30am - 4:30pm

Training Hours

Monday - Saturday 7:30am - 4:30pm or 4:30pm - 8:30pm (start time could be earlier in summer)

Closed

Memorial Day, Labor Day, Thanksgiving Day, Christmas Day and New Years Day

Contact

Theresa Maki 509-547-2441

Summary

T Enterprises, Inc. Truck Driving School is a Washington State private vocational school. We offer courses that prepare students to take the written, backing and driving exams at the Department of Licensing. Our Two Week Course to obtain the Class B CDL license or the Four Week Course required to obtain the Class A CDL license are comprised of classroom instruction, video instruction, truck inspections, and driving practice using a commercial vehicle. All driving practice is one instructor for every two students. In the Four Week Course students will have the opportunity to drive a semi-tractor and two trailers; a semi-tractor and 50' refrigerated van trailer; a semi-tractor and a belly dump trailer loaded with rock; and semi-tractor and 45' drop deck trailer, depending on the road conditions. The Four week Course gives the students the chance to drive through a Department of Transportation weigh station. All courses are offered in English and Spanish. New classes start every week throughout the year. Graduates receive a Certificate of Completion and an Eight-Hour Air Brake card. T Enterprises, Inc. office, classroom and shop are located on three acres in Pasco, Washington. A Two Day, 14 Hour, forklift certification class is also offered, 8am - 4pm for \$400

Admission Requirements

Applicants must be 18 years of age or older and have a valid Washington State or Oregon State drivers license. Applicants must meet the Federal Motor Carriers Safety Regulations for acquiring a Department of Transportation physical and a Department of Transportation drug test with negative results. A social security card is required. T Enterprises, Inc. Does not have a level of education requirement, but students without a highschool diploma or a GED from an English speaking school will be required to complete the ATB (Ability to Benefit) test with a passing score of 70%.

Enrollment

About 104 students enroll each year. Average class size is four students.

Licensure

Licensed by the Washington State Workforce Training and Education Coordinating Board

Tuition

\$1990 - \$4390. Not included are the cost of the D.O.T. drug test, D.O.T. physical and the Department of Licensing fees.

Graduation Requirement

Each student must have achieved a level of knowledge and the driving skill to be able to perform and pass the Washington State Department of Licensing or the Oregon State Department of licensing CDL written exams, pre-trip inspection, backing exam and driving exam. Depending on the class of license the exams will vary. Students must attend a minimum of 48 hours to qualify for a Class B/Passenger CDL or 160 hours to qualify for a Class A CDL. The classes are designed to be finished in two weeks for the Class B/Passenger CDL and four weeks for the Class A CDL, that means you must attend every class, every day. If you miss a class, you must make the class up in the next offered training or make arrangements for one-on-one tutoring at an extra cost of \$50 per hour.

Financial Aid

None available.

Selected programs of study at T Enterprises, Inc. Truck Driving School are approved by the Workforce Training and Education Coordinating Board's State Approving Agency (WTECB/SAA) for enrollment of those eligible to receive benefits under Title 38 and Title 10, USC, also known as the GI bill.

We currently work with WorkSource, Veterans, DSHS, DVR, Labor and Industries, O.I.C. People for People and many other local agencies and companies.

T Enterprises, Inc. Truck Driving School does not and will not provide any commission, bonus, or other incentive payment based directly or indirectly on success in securing enrollment or financial aid to any persons or entities engaged in any student recruiting or admissions activities or in making decisions regarding the award of student financial assistance.

Program Outline

At T Enterprises, Inc. Truck Driving School we offer a variety of courses designed to fit your individual needs. The following is a list of some of the courses available.

Two Week Course - Class B

Four Week Course - 160 Hours - Class A

14 Hour Forklift Training

FMCSR 49 CFR part 380

Longer Combination Vehicle (LCV) Driver Training

Entry - Level Driver Training

Construction 10 Course

Job Placement Available

Four Week Course -Class A CDL License

160 Hours

Week One consists of a complete review of the Washington State Commercial Drivers License manual that includes oral reading, discussion and explanation of the state laws and rules for commercial drivers. The class will discuss information that will be on the Washington and Oregon State written exams. The class will cover information for both class A and class B vehicles along with the information needed to pass the Air Brake exam & Combination Vehicles exams. We review the Commercial Drivers License manual, using videos and practice exams, to test the knowledge of students prior to taking the state written exams. Additionally each of the endorsements are explained, discussed and students are pre-tested for their knowledge. Our videos and pre-tests contain material likely to be found on the state exams. The endorsements covered in the classroom are Doubles/Triples, Tankers, Hazardous Materials, and Passenger/School Buses. At the end of the week the student will watch more intense videos and at that time the instructor will re-examine their pre-tests that were taken earlier in the week to determine if the student needs to re-test any of the required tests. The 160 hour course at T Enterprises includes the Entry-Level drivers Training certificate. Week Two will prepare each student to pass the pre-trip inspection, required by the Washington State Department of Licensing. Each student will practice basic backing maneuvers.

These maneuvers include straight backing, angle backing and backing into docks. This week is designed to familiarize the student with the pre-trip inspection and basic driving skills needed to pass the state skill test and basic backing procedures of a commercial vehicles. Also covered are coupling & uncoupling a semi-tractor and trailer, adjusting the air brakes, and in town driving. *Week Three & Four* consists of the extra practice needed to enhance their driving skills. This two students to one instructor training is done on a semi-tractor and trailer with a non-synchronized ten speed transmission. These ten days of training include additional practice shifting up and down the gears, backing, night driving, in town driving, and a complete vehicle inspection. Each student will have the opportunity to drive a semi-tractor & 28' trailer, a semi-tractor & 50' trailer, and a semi-tractor & two trailers. The last day advances the student to a tandem axle semi-tractor and a belly dump trailer loaded with rock. These semi-tractors are equipped with all the newest controls and options available on an over-the-road semi-tractor. Under the guidance of our qualified instructors the student will drive the commercial vehicle on short day trips learning how to handle a set of doubles on two lane roads, interstates, steep grades, and stopping at the Washington State scales. Each student will learn how to safely couple & uncouple a set of double trailers. This course instructs the student on how to be the safest commercial driver possible. The Four Week Course also includes the semi-tractor and trailer or bus rental for the State of Washington Skills test. An additional fee of \$150.00 will be charged to students with an Oregon State drivers license for the commercial vehicle to be delivered to the closest Department of licensing in Oregon for the Skill test. Each student completing the *Four Week Course* will receive a Certificate of Completion and an 8 hour Air Brake Certification card. Each student will have 40 hours of classroom training, with an average of four students per classroom; 70 hours of practice on the pre-trip inspection, hooking & unhooking a semi-tractor and trailer, adjusting brakes, chaining up, observing other students and tying down a load. With two students and one instructor each student will receive no less than 32 hours of street driving on a semi-tractor and trailer with a six and ten speed transmission. Each student will also receive 18 hours of practice learning how to back-up a semi-tractor and trailer, giving each student the opportunity to practice backing a variety of commercial vehicles at a 45E angle , 90E angle & into the docks to enhance their backing ability.

This program starts every Monday. The hours are from 7:30 am to 4:30 pm.

The costs is \$4390.00 per person.

\$4540.00 for students with an Oregon State drivers license.

Two Week Course - Class B License

Day One is a complete review of the Washington State Commercial Drivers License manual that includes oral reading, discussion and explanation of the state laws and rules for commercial drivers. The class will discuss information that will be on the Washington State and Oregon State written exams. The class will cover information for Class B vehicles along with the information needed to pass the Air Brake exam. Days Two, Three and Four are a review of the Commercial Drivers manual using videos and practice exams to test the knowledge of students, prior to taking their state written exams. Additionally each of the endorsements are explained, discussed and students are pre-tested for their knowledge. Our videos and pre-tests contain material likely to be found on the state exams. The endorsements covered in the classroom are Tankers, Hazardous Materials and Passenger/School Buses. Days Five, Six, Seven, Eight, Nine and Ten consists of practice driving on a semi-truck with a 6 speed transmission or a school bus with an automatic transmission, the pre-trip inspection and driving tasks required by the Washington State Department of Licensing to pass the skills test. This course is designed to familiarize the student with the inspection and handling of commercial vehicles. The student will learn the basics of truck driving and preparing for the state driving exam. Also covered are adjusting the air brakes, in town driving, and the opportunity for each student to practice backing a commercial vehicles at a 45E, 90E & into the docks to enhance their backing ability and the extra practice needed to enhance their driving skills. This course also includes the truck or bus rental for the State of Washington Skills test. An additional fee of \$150.00 will be charged to students with an Oregon State drivers license for the commercial vehicle to be delivered to the closest Department of licensing in Oregon for the Skill test. This course instructs the students on how to be the safest commercial driver possible. Each student completing the "Two Week Course" will receive a Certificate of Completion and an 8 hour Air Brake certification Card. Each student will have 20-26 hours of classroom training, with an average of four students per classroom; 14 hours of street driving training on a basic semi-truck or school bus, with two students and one instructor, not including the state driving exam; 8 hours of practice backing; and 6-32 hours of pre trip inspections and observing other students driving and backing.

This program starts every Monday. The hours are from 7:30 am to 4:30 pm.

The costs is \$1990.00 per person.

\$21400.00 for students with an Oregon State drivers license.

Driving Training

Course G

This course is offered to people who need extra driving practice to enhance their commercial driving skills. One instructor and two students training is completed on a non-synchronized 10 speed semi-tractor & trailer. This day of training would include additional training in shifting up and down the gears, backing, in town driving and vehicle inspection. This program consists of one day of practicing a pre-trip inspection and safe driving maneuvers. This course is designed to familiarize the student with the inspection and handling of commercial vehicles.

This program is offered on Monday thru Saturday.

The hours are from 7:30 am to 4:30 pm.

The costs is \$240.00 per person per day.

Notice

All students will be given the same instruction depending on the course taken. Student progress is measured daily by instructors. Instructors verbally report students progress to the management. If for some reason a student does not get the required knowledge to pass the written exams, that student may return to the classroom at no extra cost. All classes must be attended as scheduled. Absences, tardiness and interruptions of training by students will result in loss of training time and is non-refundable. An additional charge of \$240 per day of practice driving may apply if the student fails to meet the State of Washington or Oregon requirements for obtaining a CDL. T Enterprises, Inc. offers job placement for qualifying students, but no financial aid is available, however we do assist whenever possible. We currently work with the Veterans, DSHS, WorkSource, Department of Vocational Rehabilitation, Labor and Industries and O.I.C., and Washington State Worker Retraining. T Enterprises, Inc. reserves the right to keep all testing material. No videos recorders, audio recorders or cameras are permitted in the classroom or in the commercial vehicles.

Admissions Policy

A valid Washington or Oregon State drivers license is required for all applicants. Students must be 18 years of age and have a social security card.

T Enterprises, Inc. Does not have a level of education requirement, but students without a highschool diploma or a GED from an English speaking school will be required to complete the ATB (Ability to Benefit) test with a passing score of 70%. All students, as well as anyone applying for a CDL License must have a current

Department of Transportation (DOT) Physical within the past two years. The physical can be obtained from your personal physician or local clinic, as long as it is on a D.O.T. Physical form. Your physician or clinic should have these forms on hand. Each student will also need a Department of Transportation (DOT) drug test with negative results. If you are from the Tri-Cities area we recommend:

For the D.O.T. Physical:

Bi Osh in Kennewick

(509)783-8100

Lourdes Business Health services in Pasco

(510)546-2222

For the D.O.T. Drug Test:

Lisa Rosa's Mobile Drug & Alcohol Testing

(509) 947-4554

This is administered at T Enterprises, Inc. Office

D.O.T. Physicals & D.O.T. Drug tests usually cost between \$126.00 - \$196.00 together.

After receiving a D.O.T. Physical, each student is responsible for keeping his/her D.O.T. physical form or card in their possession at all times while driving a commercial vehicle. The Department of Licensing may need to see your original social security card upon each visit.

Additional fees that are not included in the course prices are: CDL permit \$10.00, CDL written tests \$10.00, CDL driving test \$100.00 each, CDL license up to \$95.00. Extra fees that may be applicable are a \$86.50 for a Hazardous Materials homeland security check. \$150 bus rental, when added to a course.



A new class starts every Monday. Space is limited. Reserve your spot with a \$400.00 deposit, which goes towards the balance of your class fee. Deposits will not be returned without written or verbal notice of cancellation. To sign up, just call one of our staff members at (509) 547-2441

Instructors

Theresa Maki

Theresa has been a professional truck driver for over thirty two years. Four years as a Washington State apprenticeship instructor, twenty three years as a independent instructor, and twenty five years as a State of Washington Commercial Drivers License examiner. Theresa has been involved with the CDL program from the beginning as a defensive driving instructor for commercial vehicles, teaching the safety aspects of the air brake system, and overall mechanical safety for trucks and buses. Theresa keeps a close watch on the changing environment of commercial drivers and is able to communicate to the students the importance of being a courteous and safe driver. Theresa has owned T Enterprises, Inc. for twenty three years.

Terry Devine

Terry comes to us with six years of experience as a commercial driving instructor and has been a member of the Teamsters organization for more than thirty years. Terry is able to share his experiences as an owner-operator with students, giving them a wide range of options that are available to new and veteran drivers. The years Terry spent as an "over-the-road" driver, delivering freight, and driving construction vehicles is apparent in his ability to train new students with confidence and to inspire them to become safe commercial drivers.

Rocky Lozano

Rocky comes from a large family of truck drivers. At eighteen Rocky started his professional driving career. By the time Rocky was twenty one he was driving all forty eight states in his own semi-tractor and trailer. Being involved with the mechanics and maintenance of commercial vehicles for fourteen years Rocky is vastly aware of the intricate parts of a commercial vehicle and effective in conveying this information to each student. The Washington State Department of Licensing pre-trip inspection requires extreme concentration and Rocky is able to motivate each student to not only complete the inspection, but to fully understand it.

Sergey Oleynik

Being a former student of T Enterprise, Inc. Truck Driving School Sergey has a clear understanding of how nervous students become when acquiring the skills to drive a large commercial vehicle. Sergey comes to T Enterprises, Inc. Truck Driving with a vast knowledge of the farming industry and a background in Hazardous Materials. Sergey has the patients and knowledge to guide each student through the training required by the Department of Licensing to obtain a CDL License. Sergey has the ability to stimulate students and prepare them for the exciting career of a commercial driver. Sergey is fluent in English, Russian and Bosnian Being a former student of T Enterprise, Inc. Truck Driving School Arturo has a clear understanding of how nervous students become when acquiring the skills to drive a large commercial vehicle.

Kalapana Garrett

Being a former student of T Enterprise, Inc. Truck Driving School Patrick has a clear understanding of how nervous students become when acquiring the skills to drive a large commercial vehicle. Patrick comes to T Enterprises, Inc. Truck Driving with a vast knowledge of the farming industry and a background in mechanics. Patrick has the patients and knowledge to guide each student through the training required by the Department of Licensing to obtain a CDL License. Patrick has the ability to stimulate students and prepare them for the exciting career of a commercial driver.

Owners

President: Theresa Maki

Vice president: Steve Maki

Cancellation and Refund Policy

Refunds before entering classes:

1. You will receive a full refund of all money paid if you are not accepted by the school.
2. You will receive a full refund of tuition and fees paid if you withdraw not later than midnight of the fifth day (excluding Sundays and holidays) after signing the contract or making the initial payment, provided you have not commenced training.
3. After five business days (excluding Sundays and holidays), the school may retain an established registration fee equal to 10% of the total tuition cost, or \$100.00, whichever is less. "Registration Fee" refers to any fee, however named, covering those expenses incurred by the institution in processing student applications and establishing a student record system.
4. If student withdraws within the first 10% of the training, the school may keep 10% of the tuition.
5. If student withdraws after completing 10% of the training, but prior to completing 25%, the school may keep 25% of the tuition.
6. If student withdraws after completing 25% of the training, but prior to completing 50%, the school may keep 50% of the tuition.
7. After the student completes 50% of the training, the school may keep the entire amount of tuition.

Refunds must be made within thirty calendar days of the student's official date of termination.

Students have ninety days to request refunds for discontinued programs. Student records are maintained for 50 years and released with a 10 day written notice.

Code of Conduct

The following conduct is unacceptable and will not be tolerated:

All forms of bias including race, ethnicity, gender, disability, national origin and creed as demonstrated through verbal and/or written communication and/or physical acts.

8. Sexual harassment including creating a hostile environment and coercing an individual to perform sexual favors in return for something.
9. All types of proven dishonesty, including cheating, plagiarism, knowingly furnishing false information to the institution, forgery and alteration or use of institution documents with intent to defraud.
10. Intentional disruption or obstruction of teaching, administration, disciplinary proceedings, public meetings and programs, or school activities.
5. Theft or damage to the school premises or damage to the property of a member of

the school community on the school premises.

6. Student acts of criminal behavior that place any person in imminent danger are prohibited on all school grounds.
7. Violation of the law on school premises. This includes, but is not limited to, the use of alcoholic beverages or controlled dangerous substances.

Conditions for Dismissal

Students may be dismissed from the school for the following reasons:

1. Not adhering to the school's rules, regulations, policies and code of conduct.
2. Missing more than 20 percent of instruction time. 3.
- Not maintaining the minimum grade point average. 4.
- Not meeting financial responsibilities to the school.

The school director will notify the student in writing should it become necessary to dismiss the student. The dismissal letter will contain the date and the reason for dismissal. It is the responsibility of the dismissed student to notify the appropriate lending institution if the student has a student loan or is receiving financial aid. Prepaid tuition will be refunded according to the school's refund policy.

Re-Entry Policy

Students dismissed from the school who request re-entry must put the request in writing to the school director. In cases where the student was dismissed for excessive absences (greater than 20 percent) or financial concerns, it may be possible to re-enter within the same school term. In cases where the student was dismissed due to failure to maintain the minimum grade point average, it may be possible for the student to receive private tutoring and then reenter the school. In case where the student was dismissed due to unacceptable conduct, the student may have to meet with the director before re-entering the school. The decision of the director is final and the student will receive a letter within five business days stating the decision.

The school must measure all applicants' prior training, experience, and ability to benefit against current prerequisites for employment in the job objective established for the program, e.g., prior work and health history; driving and arrest records; evaluations of any applicable physiological factors such as vision acuity, color perception, lifting and weight bearing capabilities, and manual dexterity; academic ability such as a high school diploma, GED, or the schools academic assessment tests.

Coming Local hotels?



The Sleep Inn
9930..Bedford St.
Pasco, WA 99301
(509)545 - 9554

Motel 6
520 N. Oregon Ave.
Pasco, WA 99301
(509) 546 - 2010

King City Motel
2100 Hillsburo Rd.
Pasco, WA 99301
(509) 547 - 3475

Super 8 Motel
626 N. Columbia CtrBlvd. Kennewick, WA 99336
(509) 736 6888

This school is licensed under chapter 28C.10RCW: inquiries or complaints regarding this or any other private vocational school may be made to:

Washington Workforce Training and Education Coordinating Board
128 Tenth Avenue S.W.
P.O. Box 43105
Olympia, WA 98504-3105 1-360-709-4600

Catalog certified as true and correct for content and policy.

Theresa Maki _____ Date _____

