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MEMORANDUM

TO: School District Superintendents
Florida College System Presidents
School District Technical College Directors
Administrators of Public Institutions Offering Commercial Driver License (CDL) Programs

FROM: Ashley Meros, Ph.D., Chancellor of Career and Adult Education
Kathryn Hebda, Florida College System Chancellor

DATE: October 16, 2026

SUBJECT: **Immediate Compliance Review for Commercial Driver License Programs**

On July 8, 2026, the United States Department of Labor addressed English language proficiency responsibilities in Training and Employment through Notice No. 01-26, *Public Workforce Training for Acquisition of a Commercial Driver's License*. The guidance emphasizes that English language proficiency remains an important component of CDL eligibility from training enrollment through testing and employment.

Required Institutional Action
All school districts and Florida College System institutions offering CDL training are encouraged to immediately conduct and document a review of their programs and ensure full compliance with applicable federal and state requirements.

This includes, but is not limited to:

- Curriculum and instructional delivery;
- Class schedules and instructional hours;
- Student attendance, assessment and completion records;
- Entry-Level Driver Training completion submissions;
- Training Provider Registry status and reporting practices;
- Contracts and arrangements with third-party providers;
- Advertising and representations concerning program length, completion and CDL eligibility; and
- Enrollment, orientation and student-support practices.

Any identified deficiency must be corrected promptly. Institutions must retain documentation demonstrating the scope of the review, any findings, and the corrective action taken.

At a minimum, institutions must:

1. Deliver all training required by federal law and the applicable state-adopted curriculum frameworks, including required instruction concerning English language proficiency;
2. Report Entry-Level Driver Training completion only after the reporting institution has delivered the required training and the student has successfully completed it; and
3. Deliver and document every instructional hour required by the state-adopted curriculum frameworks and the institution's approved program.

English Language Proficiency
Under 49 C.F.R. § 391.11(b)(2), a commercial driver subject to that requirement must be able to read and speak English sufficiently to converse with the general public, understand highway traffic signs and signals in English, respond to official inquiries and make required entries on reports and records.

Entry-Level Driver Training Reporting
Entry-Level Driver Training completion may be reported to the state only by the provider that delivered the training and only after the student has successfully completed it.

Under 49 C.F.R. § 380.717, a provider listed on the Training Provider Registry may submit completion information only after a student completes training administered by that provider. An institution may not report completion based solely on a determination that the student is prepared, qualified or likely to pass the CDL examination.

Institutions must not submit completion records for training provided by another entity. Every Training Provider Registry submission must be accurate, timely and supported by verifiable attendance, instruction, assessment and completion records.

Required Program Hours
Federal Entry-Level Driver Training requirements and Florida's public career education requirements are separate. Compliance with one does not replace or reduce the requirements of the other.

Although federal law does not establish a minimum number of instructional hours for Class A or Class B Entry-Level Driver Training, Florida's programs for Commercial Vehicle Driving that result in postsecondary credit are governed by the curriculum framework adopted by the State Board of Education in Rule 6A-6.0571, Florida Administrative Code.

A district or college offering and reporting the state-approved Commercial Vehicle Driving program must deliver the entire program, including all required standards, benchmarks, occupational completion points and instructional hours.

The absence of a federal minimum-hour requirement does not authorize an institution to shorten the state-approved program, omit required instruction, substitute an unapproved course or service, award completion prematurely or report instructional hours that were not delivered.

The Federal Motor Carrier Safety Administration may also remove a provider from the Training Provider Registry if the provider fails to meet applicable federal requirements or state requirements governing commercial motor vehicle instruction.

Compliance Monitoring
Institutional leaders remain responsible for program compliance, including when instruction, reporting, recruitment or other program functions are performed by a contractor or partner.

Delegation of these functions does not transfer the institution's responsibility for the integrity of its program or its reported data.

Questions concerning Florida's Commercial Vehicle Driving curriculum framework or public career education reporting requirements may be directed to the Division of Career and Adult Education.

AM/KH