



OFFICE OF THE SECRETARY OF STATE  
DRIVER SERVICES DEPARTMENT

DRIVER ANALYSIS DIVISION/CDL  
2701 SOUTH DIRKSEN PKWY.  
SPRINGFIELD, IL 62723

ilsos.gov

**Congratulations! You are now ready for the next step...CDL Skills/Drive Testing!**

PLEASE FOLLOW THE INSTRUCTIONS BELOW TO FULFILL THE **SKILLS/DRIVE PORTION OF YOUR TESTING**. GOOD LUCK AND SAFE DRIVING.

**CDL skills/drive test appointments can be scheduled for any of the following locations:**

Bradley	Charleston	DeKalb	Elk Grove Village	Mascoutah/Lebanon
Marion	Moline/Silvis	Olney	Peoria	Princeton
Quincy	Rantoul**	Rockford (CDL)	Springfield (Dirksen)	South Holland
Salem	Tilton	West Chicago	<b>(**B &amp; C Class vehicles only)</b>	

To schedule your **skills/drive test exam**, please visit the Illinois Secretary of State’s website at [ilsos.gov](http://ilsos.gov) or call **217-785-3013, Option #4 (Mon.-Fri., 8 a.m.-4:30 p.m.)**. Appointment availability, days that appointments are offered and appointment times vary by location. All necessary written tests **MUST** be successfully completed prior to scheduling an appointment. If you are an out-of-state transfer or you are having difficulty attempting to schedule on the website, please call for an appointment.

**All initial and upgrading CLP holders must hold the CLP for a minimum of 14 days before conducting any CDL skills/drive testing. An appointment can be scheduled in advance outside of this 14-day waiting period. Out-of-state CDL holders who are transferring to Illinois will not be given a CLP and are not required to fulfill the waiting period.**

**Please make sure of the following before arriving for your appointment:**

- 1) The vehicle(s) — including the trailer, if testing for Class A — has **verifiable and legible** GVWR/GCWR manufacturers tag(s) affixed to the vehicle(s). **No skills/drive testing** can be administered without this verification.
- 2) If required by law (which include most vehicles), the vehicle(s) — including trailer, if testing for a Class A — has the **proper safety certification** affixed to or accompanying the vehicle(s). The road portion of the test will be not conducted without this certification.
- 3) The vehicle(s) being utilized for the test is reasonably clean and in safe operating condition with a proper seat and seat belt for the examiner.
- 4) If required by law, the vehicle(s) has the **appropriate insurance coverage** documents (insurance card or certificate).
- 5) The **proper, valid registration** is accompanying the vehicle(s) and valid registration plates are affixed where required.
- 6) You must bring the **proper class** (single or combination vehicle of proper GVWR levels) **and representative vehicle** (truck, regular bus or school bus) for your particular test. No semi-tractors can be used solo for Class B testing. The vehicle also must be **equipped with air brakes (if so desired, and the air brake written test has been previously passed)** or you will have an air brake restriction applied to your CDL. Class A CDL applicants who **DO NOT** conduct their testing in a **semi-tractor and trailer combination** will receive a restriction that **WILL NOT** permit them to drive semi-tractor and trailer vehicles. CDL applicants who conduct their testing in an **automatic transmission** vehicle will receive a restriction that **WILL NOT** permit them to drive manual transmission CMV vehicles.
- 7) Short-term CDL appointment slots are hard to obtain. If you have a need to **cancel your appointment**, please contact the phone number above 24 hours or ASAP prior to your appointment, so another applicant may have access to your appointment time.
- 8) If CLP/CDL holders wish to add the tanker endorsement, they must provide a purge letter on company letterhead verifying the vehicle has been “purged” of hazardous material prior to taking the road test. This purge letter must be dated within 48 hours from the date of application.

**Additional Commercial Learner’s Permit (CLP) and other information:**

- 1) **All skills/drive testing applicants, other than out-of-state CDL transfers, MUST have a valid CIP/CLP** to conduct the testing. In most cases, your CDL instruction permit (CLP) will expire one year from the initial/original date of issuance. To renew a CLP, **you will be required to retake all applicable CDL written tests and pay all appropriate fees. Upon any CLP renewal, all passed skills/drive testing will be forfeited.** An expired CLP is not valid for driving or testing.
- 2) **Regardless if your CLP is still valid:** if you passed your Core Knowledge and/or Combination exams on a date prior to when your CLP actually was issued, you must complete the entire drive testing **PRIOR** to either of those individual tests expiring. If not, **any expired test MUST be re-taken and appropriate fees re-paid** before any drive testing can be scheduled, re-scheduled or performed.
- 3) CLP holders are **NOT permitted to drive** any vehicle transporting passengers — other than examiners/trainers; any vehicle placarded for hazardous materials; any loaded tank vehicle; or any vehicle equipped with air brakes (unless written air brake test has been passed) until they have completed the entire CDL testing process and obtained their actual CDL license with proper endorsements.
- 4) Any CDL applicant who desires to obtain the endorsement required to drive a vehicle that will be placarded for hazardous materials must complete fingerprinting and a background check prior to any testing for this endorsement. This is required by the Transportation Security Administration (TSA) and can be accomplished by contacting **855-DHS-UES1 (855-347-8371)** or by visiting <https://universalenroll.dhs.gov/#hme-home>. This process takes a couple weeks to complete and requires an additional fee collected by TSA. Once you have received notice of approval, you will be permitted to take the hazardous materials written test to obtain the endorsement.

5) Any CDL applicant who desires to drive **ANY vehicle transporting children for school curriculum-based activities** must follow special federal and state requirements and must be employed directly with a school district/school bus company or charter bus company. For further information, contact a Secretary of State CDL facility or the School Bus/Safe Ride section through the CDL hotline at 217-785-2377.

**CDL skills/drive testing information**

Once applicants have obtained their Illinois Commercial Learner’s Permit (CLP) or passed all the required written testing to transfer in an out-of-state CDL, and scheduled an appointment set for their skills/drive testing (pre-trip inspection, basic control skills test and drive test), they must bring with them the following items on the day of their appointment:

<ol style="list-style-type: none"> <li>1. Vehicle insurance ID card or certificate of insurance for testing vehicles(s).</li> <li>2. CLP and/or receipt(s).</li> <li>3. Most current receipt associated with their CLP or written testing.</li> <li>4. Current Illinois driver’s license or out-of-state CDL license.</li> </ol>	<ol style="list-style-type: none"> <li>5. If an applicant is coming from another state or obtaining a license for the first time, please bring certified proof of date of birth, proof of written signature, official proof of Social Security number and one (1) acceptable document to prove residency.  <i>*Consult <a href="http://ilsos.gov">ilsos.gov</a> for up-to-date acceptable residency document requirements.</i></li> <li>6. A completed SB2 form, signed by school/bus company personnel (within 90 days), if conducting drive testing in a School Bus or any class vehicle to obtain an Illinois School Bus Permit (SBP).</li> </ol>
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**Pre-Trip check list**

When conducting a Pre-Trip inspection, applicants must be prepared to point to and explain all safety related items in association with each of the components listed in the table below (if their vehicle(s) is so equipped) and/or be able to perform the functions associated with certain items. Consult the Illinois Secretary of State CDL Study Guide (available at SOS facilities or by visiting [ilsos.gov](http://ilsos.gov)) for detailed inspection information reference to these components and checks.

<p>Safety Belt &amp; Safe Start Emergency Equipment Gauges, Lighting Indicators &amp; Horns Heater &amp; Defroster Windshield, Mirrors, Wipers &amp; Washer Hydraulic Brake Check Parking &amp; Service Brake Check Trailer Brake Check</p>	<p>Air Gauge* Air Lines &amp; Connectors* Air Brake Check Procedure* Air Compressor Belt/Gear* Brake Chamber* Slack Adjustor &amp; Push Rod*  *These items apply only if the test vehicle is equipped with air brakes.</p>	<p>Front Vehicle Lights &amp; Reflectors Rear Vehicle Lights &amp; Reflectors Side Vehicle Lights &amp; Reflectors Driver Door &amp; Mirrors Fuel Tank, Caps &amp; Leaks Catwalk &amp; Steps Drive Shaft, Exhaust &amp; Frame Doors, Ties &amp; Lifts</p>
<p>Truck/Trailer Coupling &amp; Connection Items Electrical Lines and Connectors Mounting Bolts &amp; Safety Devices Release Devices &amp; Tongue Storage Area Ball/Pintle Hook &amp; Tongue/Drawbar Sliding Pintle or Sliding 5th Wheel Platform, Locking Jaws &amp; Skid Plate Kingpin, Apron &amp; Gap  Trailer Header Board/Bulkhead Trailer Lights, Reflectors &amp; ABS (all) Landing Gear Frame &amp; Tandem Release</p>	<p>Oil, Coolant &amp; Steering Fluids Water Pump &amp; Steering Pump Belts/Gears Alternator Belt/Gear Fluid Hoses &amp; Leaks Steering Box, Hoses &amp; Linkage Tires, Rims &amp; Lug Nuts Axle/Hub Oil Seals Spacers/Budd Spacing Springs, Air Bags, Shocks &amp; U-bolts Spring/Air Mounts, Torque Arm Brake Hoses/Lines Brake Drums &amp; Linings/Rotor &amp; Pad Splash Guards</p>	<p>Passenger &amp; School Bus items Passenger Entry &amp; Lift Emergency Exits Seating Baggage Compartment Doors  Student Lights* Stop Arm &amp; Safety Arm* Student Mirrors* Emergency &amp; Body Fluid Kit*  *These items apply only if the test vehicle is a School Bus.</p>

Of the items listed above, applicants will only be asked to explain/perform the Pre-Trip inspection on the items associated with the vehicle(s) they bring in for the test. The section order of the skills/drive testing will be: **1) Pre-Trip; 2) Basic Control Skills; and 3) CDL Drive Test.**

Once the applicants have successfully passed one portion of the skills/drive testing, they will not have to re-take that portion of the testing at their next appointment, as long as they complete all three sections within the same CLP time frame. In their follow up appointments, they will start at the beginning of the portion of the testing in which they were unsuccessful (pre-trip or skills or drive). The sections of the skills/drive testing must be successfully passed in the order above to obtain an Illinois CDL.