

Steps in Becoming a Bus Driver

(Not necessarily in this order)

1. Read the job description and fill out the application (included in this packet).
2. Study the CDL Manual online at:

www.michigan.gov/documents/cdlmanul_16090_7.pdf

3. Notify the School when you obtain a **Type B** CDL with **P** and **S** endorsements from the Secretary of State (be sure they know you want to drive a school bus with **Air Brakes!**).
4. Schedule a pre employment drug test with the school.
5. The school will do a driver's license check.
6. Get fingerprinted at the Mackinac County Sherriff's Office using the enclosed form and fingerprinting code: 3011J. At this time you will sign an Acknowledgment of Criminal History Records Check and Permission to Obtain Report.
7. Schedule and pass a road test. The school will set up a time to take the test. The school will pay for you to take one test. **We allow 3hrs of practice time with a regular driver.**
8. Attend the Beginning Bus Driver School. The Office will schedule the days for you.

Completing steps 1-7 will get you a Temporary Permit to drive for 90 days. You will have the 90 days to complete Beginning Bus Drivers School. After passing the course, you will be able to drive for 2 years until you take another class.

We ask that you commit to at least 2 trips per school year. To help keep our kids safer, bus drivers are subject to random drug and alcohol testing.