



- ✚ From the Home screen, select CDL Application
- ✚ Fill in the following information and select next:
  - Date of Birth
  - Driver's License Number
  - State
  - Cell Phone – If applicable
  - Email – Required
- Note:** Please enter a valid email address in order to receive an automatic email notification that your CDL application has been received.
- ✚ **Note:** If you have already submitted a CDL Application that is waiting for approval, you will be prompted to overwrite the existing application.
- ✚ If you are an existing Kentucky CDL License holder, some of your information will already be displayed. Please verify the below information is correct:
  - First name, Last name, and Middle initial
  - Social Security Number
  - Home Address
- ✚ Fill in or confirm the following fields:
  - US Citizen/Permanent Resident
  - Sex
  - Height
  - Weight
  - Eye Color
  - Check box if mailing address is the same as the home address
- ✚ If you are only licensed in Kentucky, select the box to skip this step.
- ✚ If you hold other state commercial driver's licenses, you will need to select add state. An add state dialog box will appear and you will need to add all states that apply. Save and close when done.
- ✚ Select next to continue
- ✚ On the last step of the process, check only one of the two boxes that apply and select submit:
  - I certify I meet qualifications requirements contained in Part 391 of the Federal Motor Carrier Safety Regulations.
  - I certify that I am not subject to Part 391 and provided documentation to substantiate.
- ✚ You will receive a confirmation that you have submitted your CDL Application. Select Home to return to the Home screen.