

INSTRUCTIONS FOR SCHEDULING APPOINTMENTS ONLINE

Use the following step-by-step instructions to help you schedule your appointment.

1. Select the type of appointment you need from the Written, Road, or Motorcycle Skills appointments. "Written" includes the instructional permit, CDL permit, CDL endorsements, HazMat and motorcycle permit tests.

This does not include the CDL ROAD TEST. To schedule appointments for a CDL ROAD TEST ONLY, please call 800-542-5990 option #1.

2. Select the location you wish to test.
3. Appointments are generated at 8AM on every day the office is operational. They are automatically generated to release at 8am local time, 3 weeks in advance. For example: ***If the regional office testing hours are Monday - Wednesday, then appointments will generate every Monday - Wednesday at 8AM. If testing hours are Monday - Friday, appointments will generate Monday - Friday at 8AM.***
4. **If you see a "No Availability" message on the schedule/location you need, please check back at 8AM for more availability.**
5. All applicants that successfully book an appointment will receive a confirmation email. ***IF YOU DO NOT RECEIVE THE CONFIRMATION EMAIL, THE APPOINTMENT WAS NOT SUCCESSFULLY BOOKED, AND YOU WILL NEED TO MAKE ANOTHER SELECTION.*** (Applicants may also elect to receive text notifications.)
6. The confirmation also contains links to cancel or reschedule your appointment. To have your appointment confirmation resent, return to this page and enter the exact email address you used to schedule your appointment in box to the right of these instructions, and click "Submit".
7. Carefully read the confirmation email, immediately make note of your confirmation number, and retain the email for reference. The email contains important information about your appointment including time, date, location, type of test, and items to bring.
8. Please select only one appointment. **If you fail the road test, you are required to wait seven days before another test can be administered.** If you have multiple appointments scheduled that you do not need, please use the link in your email confirmation to cancel the appointment.