



Course Information

2017

About Us

Established in 1959, Commercial Safety College is a locally owned and operated private career college in Masstown, Nova Scotia dedicated to providing the highest quality training in truck driving and heavy equipment operation.

Each of our programs were designed with industry in mind, ensuring students that they have the training needed to enter the workforce. In addition, each of our programs have met the approval of industry standard bearers and provincial regulators. We believe that small class sizes are important to learning a new skill and we ensure that all students get the seat time needed to successfully complete the programs that we offer.

Whether you are starting a new career path or upgrading your current skill set, Commercial Safety College offers the training you need to succeed.

Program Start Dates 2017

Tractor Trailer Internship Program (Class 1):

- January 3rd, 2017
- January 30th, 2017
- February 27th, 2017
- March 27th, 2017
- April 24th, 2017
- May 22nd, 2017
- June 19th, 2017
- July 17th, 2017
- August 14th, 2017
- September 11th, 2017
- October 10th, 2017
- November 6th, 2017
- December 4th, 2017

Straight Truck Program (Class 3):

- January 3rd, 2017
- January 23rd, 2017
- February 13th, 2017
- March 6th, 2017
- March 27th, 2017
- April 17th, 2017
- May 8th, 2017
- May 29th, 2017
- June 19th, 2017
- July 10th, 2017
- July 31st, 2017
- August 21st, 2017
- September 11th, 2017
- October 2nd, 2017
- October 23rd, 2017
- November 13th, 2017
- December 4th, 2017

Heavy Equipment Operator Program:

- Excavator – March 20th, 2017
- Dozer – April 17th, 2017
- Backhoe – May 8th, 2017
- Loader – May 29th, 2017
- Excavator – June 12th, 2017
- Dozer – July 10th, 2017
- Backhoe – July 31st, 2017
- Loader – August 21st, 2017
- Excavator – September 5th, 2017
- Dozer – October 2nd, 2017
- Backhoe – October 23d, 2017
- Loader – November 13th, 2017
- Excavator – November 27th, 2017

Tractor Trailer Internship Program (Class 1)

Our 12-week Tractor Trailer Internship training program consists of two parts:

- Eight (8) weeks of training at our facility in Masstown, NS.
- Four (4) weeks of internship with a qualified coach.

During the eight (8) weeks at our facility, students are trained in the following four (4) categories:

- Practical Skills (field maneuvering skills and on-road driving skills)
- Mechanical Skills (including air brake course)
- Safety Studies (Dangerous Goods, PDIC, WHMIS, CPR/First Aid, Log Books, Occupational Health & Safety, etc.)
- Life Skills, Technology Familiarization

Once students have successfully completed their training at our facility, they begin the four (4) week internship component of the program. This consists of:

- Minimum 100 hours of driving time with a qualified coach
- Driving the vehicle in “real world” situations which can not be replicated in our controlled environment
- Allowing students to become familiar with topics such as border crossings, customer relations, load pick-up and deliveries, and much more.

Our 12-week program has been given the equivalency of two (2) years of driving experience in the view of industry insurers and stakeholders such as the Trucking Human Resource Sector Council Atlantic (THRSC) and the Atlantic Provinces Trucking Association (APTA).

All coaches must attend a training session at Commercial Safety College before they can begin taking students on internship. Coaches are trained on the recommendation of industry safety and training officials. We have over 20 companies who offer internships for our students.

Please note: We can only guarantee internships to students with industry approved abstracts and clean criminal search reports. We pursue internships for all students, but may encounter problems if the criteria mentioned previously has not been met.

Student to Instructor Ratios:

- Classroom Training – 12 students to 1 instructor
- Field Maneuvering – 6 students to 1 instructor
- On-Road Driving – 2 students to 1 instructor

Admission Requirements:

- Pre-Screening: Complete a one-on-one interview with admissions staff and write/pass the TOWES (Test of Workplace Essential Skills). This is held every other Thursday at our campus and there is a fee of \$115. Please call us to book an appointment.
- Minimum 19 years of age

- Class 5 License with Air Brake Endorsement (if on the Graduated Licensing System, must be eligible to have “N” removed)
 - Class 1 Nova Scotia Driver’s Medical
 - Driver’s Abstract
 - Proof of minimum Grade 8 education
 - Criminal Search Report
 - Letter of Intent from potential employer (indicates that the employer would consider you for a position upon successful completion. It is in no way binding for the employer).
- Note:** If an applicant has criminal record, it must be noted in the Letter of Intent.

Program Costs:

• Program Tuition (including books and materials):	\$ 9,999.00
• THRSC Screening Fee:	<u>\$ 150.00</u>
Total Program Cost:	\$10,149.00

Please Note:

- **A non-refundable deposit of \$200.00 is required to confirm your seat for the program start date of your choice, which will be deducted from your tuition.**
- The above costs do not include room and board, any Access Nova Scotia testing fees, or additional funds required while on internship.

Certificates and Wallet Cards Received:

Upon successful completion of the program, students receive the following documents which are recognized throughout the truck driving industry.

Certificates:

- Tractor Trailer Operator – Module 1 (awarded after successful completion of the 8 weeks of training at our facility)
- Tractor Trailer Operator – Module 2 (awarded after successful completion of the internship phase of the program)
- Certificate of Competence
- Professional Driver Improvement Course
- CPR/Emergency First Aid

Wallet Cards:

- Tractor Trailer Operator
- 20 Hour Air Brake Course
- Hours of Service Seminar
- NS Vehicle Compliance
- Transportation of Dangerous Goods
- Border Crossing Seminar
- Use, Care, and Maintenance of Fire Extinguishers
- WHMIS

Straight Truck Program (Class 3)

Our three (3) week Straight Truck training program consists of the following:

- Practical Skills (Field Maneuvering Skills and On-Road Driving Skills)
- Pre-Operating Inspection
- Air Brake course (8 hours)
- Professional Driver Improvement Course (PDIC)
- Occupational Health and Safety
- Log Books

Student to Instructor Ratios:

- Classroom Training – 3 students to 1 instructor
- Field Maneuvering Skills – 3 students to 1 instructor
- On-Road Driving – 3 students to 1 instructor

Admission Requirements:

- Minimum 18 years of age
- Class 5 License with Air Brake Endorsement (if on the Graduated Licensing System, must be eligible to have “N” removed)
- Class 3 Nova Scotia Driver’s Medical
- Driver’s Abstract
- Proof of Minimum Grade 8 Education
- Class 3 Written Test from the RMV (must be completed **prior** to starting the course)
- Letter of Intent from potential employer (indicates that the employer would consider you for a position upon successful completion. It is in no way binding for the employer).

Note: If an applicant has criminal record, it must be noted in the Letter of Intent.

Program Costs:

- Program Tuition (including books and materials): \$4,747.00

Please Note:

- **A non-refundable deposit of \$200.00 is required to confirm your seat for the program start date of your choice, which will be deducted from your tuition.**
- The above costs do not include room and board or any Access Nova Scotia testing fees.

Certificates and Wallet Cards Received:

Upon successful completion of the program, students receive the following documents which are recognized throughout the truck driving industry.

Certificates:

- Straight Truck (Class 3) Operator
- Certificate of Competence
- Professional Driver Improvement Course

Wallet Cards:

- Straight Truck (Class 3) Operator
- 8 Hour Air Brake Course
- Hours of Service Seminar

Heavy Equipment Operator Program

Our Heavy Equipment Operator training program consists of the following:

- Pre-Operating Inspection Procedures
- Safe Operating Procedures
- Mechanical Classes
- Environmental Concerns
- Float Loading and Load Securing
- Use of All Controls and Operating Skills
- Rigging and Use of Measurement Instruments

Our program is divided into four (4) individual modules that can be taken as a full 12-week program or in any combination:

- Excavator Operator – 4 weeks, 160 hours
- Dozer Operator – 3 weeks, 120 hours
- Backhoe Operator – 3 weeks, 120 hours
- Loader Operator – 2 weeks, 80 hours

Student to Instructor Ratios:

- Classroom Training – 9 students to 1 instructor
- Practical Training – 9 students to 1 instructor

Admission Requirements:

- Nova Scotia Driver's Medical
- Proof of minimum Grade 8 education

Program Costs:

Heavy Equipment Operator:

- | | |
|--|-------------------|
| • Program Tuition (Including books and materials): | \$19,190.00 |
| • Multiple Program Discount: | <u>-\$ 900.00</u> |
| Total Program Cost: | \$18,290.00* |

Excavator Operator:

- | | |
|--|------------|
| • Program Tuition (Including books and materials): | \$6,262.00 |
|--|------------|

Dozer Operator:

- | | |
|--|------------|
| • Program Tuition (Including books and materials): | \$4,545.00 |
|--|------------|

Backhoe Operator:

- | | |
|--|------------|
| • Program Tuition (Including books and materials): | \$4,444.00 |
|--|------------|

Loader Operator:

- Program Tuition (Including books and materials): \$3,939.00

*If the student is taking multiple programs an internal price reduction is available on the additional programs.

Please Note:

- **A non-refundable deposit of \$200.00 is required to confirm your seat for the program start date of your choice, which will be deducted from your tuition.**
- The above costs do not include room and board or any personal protection equipment.

Certificates and Wallet Cards Received:

Upon successful completion of the program, students receive the following documents which are recognized throughout industry.

Certificates:

- Operator Training Certificate indicating the number of training hours specific to a student's chosen program
 - Excavator Operator – 160 hours
 - Dozer Operator – 120 hours
 - Backhoe Operator – 120 hours
 - Loader Operator – 80 hours

Wallet Cards:

- Operator Training indicating the piece of equipment from the student's specific program
- WHMIS

Additional Training Programs

In addition to our other programs, Commercial Safety College also offers four (4) auxiliary training programs:

- Class 2 Motor Coach Program
 - 4 weeks in length, \$6,565.00
- Class IV Articulated Crane Boom Truck Program
 - 1 week in length, \$2,525.00
- Forklift Operator Program
 - 1 week in length, \$808.00
- Skid Steer Loader Operator Program
 - 1 week in length, \$909.00

If you are interested in any of these programs, please contact us for more information.

Accommodations

We have a list of local accommodations for students interested in staying closer to campus during their training program. Average rate is \$125 - \$150 per week based on Sunday night to Friday noon occupancy. Students wishing to stay during weekends must be prepared to pay extra and make arrangements ahead of time. Please contact us for more information.

Financial Assistance Options

Canada Student Loans:

Qualified applicants may be able to access partial funding, of up to approximately \$4,500.00 through government student loan programs for our 12 week programs (Tractor Trailer and Heavy Equipment Operator).

Bank Student Line of Credit:

Qualified applicants may be able to access program funding through their preferred financial institution.

RESP and RRSP:

Registered Education Savings Plans can be used to pay tuition. Those with a Registered Retirement Savings Plan can withdraw from their account to pay for education through the “Life Long Learner” program with the condition of repaying the amount within 10 years.

Employment Nova Scotia:

If you are currently on EI or have recently finished a claim, you may be eligible for funding through provincial government sponsored programs such as the “Skills Development” or “Fast Forward” programs.

In addition to these options, prospective students may also qualify for funding through industry-based initiatives and various government programs. Please contact us if you have any questions.

Tuition Payment Options: We are able to accept payment by money order, bank draft, certified cheque, cash, or e-transfer. We are unable to accept personal cheques, credit, or debit.



P.O. Box 848
Truro, NS B2N 5G6

T: 1-800-667-5455
F: (902) 662-2657

E: info@safetycollege.ca
W: www.safetycollege.ca

Application Form

General Information (Please print clearly)

Last Name: _____ First Name: _____

Address: _____ Town/City: _____

Province: _____ Postal Code: _____ Phone: _____

Email: _____

Highest level of education completed: _____ Current License (please circle): 5 3 1

Program Information

Program of Interest: _____ Program Start Date: _____

Why have you decided to apply for this program?

Do you have any previous operating experience with trucks or equipment? If yes, please explain:

Are you submitting any of your prerequisites with your application? If yes, please list which documents:

Note: Your student file is incomplete without all of the necessary prerequisites. Please submit all documents before the program start date. Please call with any questions: 1-800-667-5455.

Funding Information

Are you applying for sponsorship through Employment Nova Scotia? Yes No

If yes, what is your counsellor's name, location, and phone number?

Are you applying for a student loan or student line of credit? Yes No

Will you be covering the cost of the program on your own? Yes No

If covering the cost of the program in another manner, please explain:

Declaration

I certify that all of the information in this application is complete and correct and I authorize Commercial Safety College to verify any information provided as part of this application. I understand that misrepresentation, falsification of documents, or withholding of requested information regarding this application are serious offenses and may be grounds for non-admission or, after-admission, grounds for dismissal.

Signature: _____ **Date:** _____