

## ***LONG COMBINATION VEHICLE INSTRUCTOR COURSE***

This course looks at the issues encountered by Long Combination Vehicle driving professionals. This train-the-trainer course includes all necessary course material.

LCV is a one-day course designed to sharpen a driver's skill through a structured look at experiences and problem areas shared by all drivers operating Long Combination Vehicles such as bad weather, winter roads, pressures of time and distance, etc.

LCV focuses on drivers' expectations and analysis of proper operation and hook up procedures for LCVs. Emphasis is put on the safe movement of long combination vehicles.

### **LCV First-Time Instructor Training**

**One-day LCV Instructor Course for first-time LCV Instructors**

**COST: \$590+GST (Non-Members) / \$295+GST (Members)**

**Calgary (8:30am-4:30pm)**

**Edmonton (8:30am-4:30pm)**

**A Basic lunch will be provided-Please let us know of any allergies**

*Please register at least 7 business days before the course date to allow for processing of prerequisite papers and to review the course material. You will also be asked to "teach" one of the modules at random in front of the class to demonstrate your instructional ability.*

### **LCV Recertification Session**

**AMTA LCV Instructors must attend a half-day recertification class every 3 years in order to maintain their Instructor Status.**

**COST: \$300+GST (Non-Members) / \$150 +GST (Members)**

**Calgary (8:30am-1:00pm)**

**Edmonton (8:30am-1:00pm)**

*An Instructor must possess the following qualifications to become a LCV Instructor.*

- ▶ If you have no history of teaching experience, you must take our online Facilitating Skills Course before attending our LCV Instructor Course OR attach a letter from your employer stating sufficient experience in training adults (i.e., at least two years of in-house training at your company, professional instructor designation, teaching certificate/degree, or have certification in another AMTA Instructor program). Please note that after completing the course, the AMTA Instructor who teaches you has the right to recommend that you take the Facilitating Course if he/she believes that it would be beneficial to your ability to instruct the course.
- ▶ Must have minimum 24 months experience with articulated vehicles or driven at least 150,000 KM's in articulated vehicles. Please provide a letter from your employer stating amount of experience.
- ▶ Must hold a current LCV license and also have 24 months experience driving an LCV. Please provide proof by attaching a copy of your LCV card and a letter from your employer stating amount of experience.
- ▶ Please provide a current driver's abstract (current is within 30 days).

The following criteria must be met in order to retain a valid LCV Instructor Certificate.

- ▶ Attend the one-day LCV Instructor's Course.
- ▶ Clean Driver's Abstract:
  - No more than two (2) active minor moving violations in the past two years;
  - No driver's license suspensions in the past three years;
  - No criminal code convictions showing on the abstract.
- ▶ Every Instructor must instruct a **minimum of three** LCV courses **within the three year certification** and attend a recertification course **every three years**.
- ▶ AMTA will maintain a record of the number of LCV courses each instructor participates in to ensure that the instructor can maintain their AMTA Instructor status.
- ▶ Instructors will be monitored by the AMTA senior instructor.

**I, the undersigned, have read, understand and confirm that I meet all the criteria for new and existing AMTA LCV Instructors and will comply with the regulations regarding the qualification of AMTA LCV Instructors.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Application for LCV Instructor or LCV Re-Certification Course

Fax: 403-243-4610 or e-mail to: [kathleenb1@amta.ca](mailto:kathleenb1@amta.ca)

Course applying for:  LCV New Instructor Course  LCV Re-Certification Course

Course Date: \_\_\_\_\_ Location: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Company Name: \_\_\_\_\_

Company address: \_\_\_\_\_ City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Driver's license number: \_\_\_\_\_ License Class: \_\_\_\_\_

WCB #: \_\_\_\_\_ WCB Industry Code: \_\_\_\_\_

Endorsements: \_\_\_\_\_

Professional designations: \_\_\_\_\_

Train the trainer courses: \_\_\_\_\_

**Courses taken (proof required):**

LCV License/Hours: \_\_\_\_\_

PDIC Certificate: \_\_\_\_\_

Dangerous Goods: \_\_\_\_\_

WHMIS: \_\_\_\_\_

Air Brakes: \_\_\_\_\_

Other Courses: \_\_\_\_\_

**Driver Training:**

Hours in-vehicle: \_\_\_\_\_

Hours in classroom: \_\_\_\_\_

**Method of Payment – Choose One**

Visa/MasterCard#: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Or circle one of the following: Cheque - Chq#: \_\_\_\_\_ Invoice (members only)

*\*All prices are subject to GST. AMTA's GST#: 106694851 RT001*

**Payment Policy**

New members and non-members of the AMTA must provide payment prior to the course date. Those with an established credit history with AMTA must provide payment according to the AMTA Credit Policy.

**Cancellation Policy**

Course fees will be refunded upon request until five (5) business days prior to the scheduled class. If a cancellation notice is received less than the five (5) business days, a cancellation fee of up to \$125.00 plus GST will be imposed. Substitutions and rescheduling are permitted within reason and upon the discretion of the AMTA.

Non-attendance or stopping payment does not constitute notice of withdrawal from a course. Refunds are available only to students who follow formal cancellation procedures before deadlines. If a student leaves a course without proper notification, the student is not considered eligible for a refund. Please allow four weeks for refund processing. If the AMTA cancels a course, a full refund of fees will be made.

Upon registration, the client acknowledges and accepts the conditions of the payment/cancellation policy. Successful participants will receive AMTA Certificate of Course Completion when payment has been received.

**CONFIRMATION** – the undersigned as an authorized agent of the company named above, acknowledges training has been reserved and agrees with the provision of services as described in this agreement.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_