

NIXON COLLEGE

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COURSE CATALOG

Period Covered by the Catalog

January 1, 2025 – December 31, 2026

Institutional Mission and Objectives

The mission of Nixon College is to prepare students in the local area with the knowledge and skills that will enable them to qualify for entry-level jobs in the trucking industry. Emphasis is placed on safety, a thorough understanding of Federal Motor Carrier Safety Rules and Regulations, on the operation of heavy-duty tractor/trailer equipment, the inspection of heavy-duty tractor/trailer equipment and defensive driving techniques necessary in developing the skill levels required for passing the commercial Driver's License examination.

The objective of the institution is to provide structured, professional instruction that prepares students for safe and effective entry-level employment in the trucking industry.

Admissions Policies & Recognition of Credits

Applicants must meet the following minimum requirements:

1. Be at least 18 years of age (21 years of age for interstate driving opportunities)
2. Possess a valid driver's license
3. Have an acceptable driving record consistent with Department of Motor Vehicles (DMV) guidelines
4. Be physically capable of safely operating a commercial motor vehicle, including passing a DOT medical examination
5. Be eligible to obtain a Commercial Learner's Permit (CLP)
6. Legal Requirements: Applicants must meet all applicable federal and state requirements necessary to obtain a Commercial Learner's Permit (CLP) and Commercial Driver's License (CDL), including identity and lawful presence requirements as determined by the Department of Motor Vehicles (DMV).

Educational Requirement (Ability to Benefit)

1. The institution does not require a high school diploma or GED for admission. Applicants are evaluated through an Ability-to-Benefit assessment conducted during the admissions interview. This evaluation includes an assessment of the applicant's comprehension, communication skills, and readiness to successfully complete the program.
2. Prior to enrollment, an interview with the School's Admissions Representative is required. Each applicant is evaluated to determine their ability to benefit from the training program. This evaluation is conducted

through an admissions interview and may include an assessment of the applicant's comprehension, communication skills, and readiness to successfully complete the program and enter employment.

3. Student must pay all applicable fees, as per the current published fee schedule at the time of the signing or entering into an enrollment contract or make other arrangements acceptable to the school.

English Language proficiency

All instruction is conducted in English. Students must demonstrate sufficient proficiency in English to:

1. Understand highway traffic signs and signals
2. Respond to official inquiries
3. Complete required reports and records
4. Comprehend training materials and safety instructions
5. This institution does not provide English as a Second Language (ESL) instruction. Applicants must demonstrate sufficient English proficiency to successfully complete the program.

Accreditation Status

This institution is not accredited by an accrediting agency recognized by the United States Department of Education. A student enrolled in an unaccredited institution is not eligible for federal financial aid.

Privacy Act

It is this institution's intent to carefully follow the rules applicable under the Family Education Rights and Privacy Act. It is our intent to protect the privacy of a student's financial, academic and other school records. We will not release such information to any individual without having first received the student's written request to do so, or unless otherwise required by law.

PROGRAM DESCRIPTION – CLASS A CDL

The Class A Commercial Driver's License (CDL) program prepares students for entry-level employment as commercial truck drivers. The program includes both theoretical instruction and practical training in accordance with federal Entry-Level Driver Training (ELDT) requirements.

Tuition and Fees

Class A CDL Program:

- Tuition: \$4,550
- Registration Fee: \$250
- Materials: \$200
- STRF: \$0.00

Total Program Cost: \$5,000

Program Length and Structure

Total Program Length: 120 Clock Hours

The program consists of:

30 Hours – ELDT Theory Instruction

ELDT Theory Curriculum includes online theory training in compliance with FMCSA Entry-Level Driver Training requirements.

- Basic Operation o Orientation o Control Systems/Dashboard o Pre- and Post-Trip Inspections o Basic Control o Shifting/Operating Transmissions o Backing and Docking o Coupling and Uncoupling
- Safe Operating Procedures o Visual Search o Communication o Distracted Driving o Speed Management o Space Management o Night Operation o Extreme Driving Conditions
- Advanced Operating Practices o Hazard Perception o Skid Control/Recover, Jackknifing, and Other Emergencies o Railroad-Highway Grade Crossings
- Vehicle Systems and Reporting Malfunctions o Identification and Diagnosis of Malfunctions o Roadside Inspections o Maintenance
- Non-Driving Activities o Handling and Documenting Cargo o Environmental Compliance Issues o Hours of Services Requirements o Fatigue and Wellness Awareness
- Post-Crash Procedures o External Communications
- Whistleblower/Coercion o Trip Planning o Drugs/Alcohol o Medical Requirements

30 Hours – Equipment Inspection Training

Includes pre-trip, en-route, and post-trip inspection procedures, safety protocols, and regulatory compliance.

Vehicle Inspection Pre-Trip/Enroute/Post-Trip

Engine Compartment

- Check engine oil level
- Check coolant level
- Inspect power steering fluid
- Inspect belts (no cracks, frays, or excessive slack)
- Inspect hoses (no leaks or damage)
- Check alternator mounting and wiring
- Inspect water pump and air compressor

Front of Vehicle

- Inspect headlights (high/low beam)
- Check turn signals and hazard lights
- Inspect clearance and marker lights
- Check windshield (no cracks, clean)
- Inspect windshield wipers and washer fluid
- Check mirrors (secure and adjusted)

Steering System

- Inspect steering box and hoses
- Check steering linkage (no looseness or damage)
- Verify proper free play in steering wheel

Suspension System

- Inspect springs, hangers, and U-bolts
- Check shock absorbers
- Inspect for leaks, cracks, or missing parts

Brake System

- Inspect air brake lines (no leaks)
- Check brake chambers
- Inspect slack adjusters
- Check brake drums/rotors
- Perform air brake system checks:
 - Air pressure build-up
 - Air leakage test
 - Low air warning
 - Emergency spring brake activation

Wheels and Tires

- Check tire condition (no cuts, bulges, proper tread depth)
- Check tire inflation
- Inspect rims (no cracks or damage)
- Check lug nuts (tight, no rust trails)
- Inspect hub oil seals

Side of Vehicle

- Inspect doors and hinges
- Check fuel tank (secure, no leaks)
- Inspect exhaust system (no leaks)
- Check frame and cross members

Rear of Vehicle

- Inspect tail lights and brake lights
- Check turn signals
- Inspect reflectors and markers
- Check trailer connections (if applicable)

Coupling System (if applicable)

- Inspect fifth wheel
- Check locking jaws and kingpin
- Inspect air and electrical lines
- Ensure proper coupling of trailer

En-Route Inspection Tasks

Students will be trained to monitor vehicle condition while driving.

- Check gauges (oil pressure, temperature, air pressure)
- Observe warning lights
- Monitor steering responsiveness
- Listen for unusual noises
- Check mirrors for load security
- Verify trailer tracking (if applicable)
- Perform periodic brake checks
- Stop and inspect vehicle as needed

Post-Trip Inspection Tasks

Students will be trained to inspect the vehicle after operation and report issues.

- Inspect overall vehicle condition
- Check for leaks (oil, coolant, fuel)
- Inspect tires and wheels

- Check lights and reflectors
- Inspect brakes for wear or damage
- Verify load security (if applicable)
- Report defects or mechanical issues
- Complete required inspection reports (DVIR – Driver Vehicle Inspection Report)

60 Hours – Practical Driving Instruction

Includes behind-the-wheel training in yard, street, and freeway environments. Instruction focuses on vehicle control, maneuvering, and safe operation in real-world conditions.

Vehicle Familiarization & Basic Control

Students will be introduced to the operation and control of a commercial motor vehicle.

- Proper entry and exit (3-point contact)
- Cab controls identification and use
- Seat, mirror, and steering wheel adjustment
- Proper hand position and steering techniques
- Starting and shutting down procedures
- Clutch control (if manual transmission)
- Smooth acceleration and deceleration

Basic Maneuvers (Range/Yard Training)

Students will practice fundamental vehicle control skills in a controlled environment.

- Straight line backing
- Offset backing (left and right)
- Alley dock (90-degree backing)
- Parallel parking (driver side and blind side)
- Serpentine maneuvering
- Proper use of mirrors during backing
- Use of a spotter and communication signals

Shifting and Transmission Control

Students will learn proper gear selection and shifting techniques.

- Progressive shifting
- Double-clutching (if applicable)
- Gear selection for grades and load conditions
- Downshifting and engine braking
- Avoiding gear grinding and improper shifting

Turning and Lane Positioning

Students will learn safe turning techniques and lane control.

- Proper right and left turns
- Off-tracking awareness
- Lane positioning in city and highway driving
- Managing wide turns
- Avoiding curb strikes

Street Driving (Urban and Suburban)

Students will operate the vehicle in real-world traffic environments.

- Obeying traffic signals and signs
- Maintaining safe following distance
- Scanning intersections and hazards
- Defensive driving techniques
- Sharing the road with other vehicles and pedestrians
- Managing stop-and-go traffic

Freeway / Highway Driving

Students will practice high-speed driving in highway conditions.

- Entering and exiting freeways safely
- Merging with traffic
- Maintaining proper speed and lane discipline
- Safe lane changes
- Maintaining following distance at highway speeds
- Managing wind and road conditions

Braking Techniques

Students will learn proper braking control for safety.

- Controlled braking
- Stab braking (for air brakes)
- Emergency braking procedures
- Avoiding skidding and jackknifing
- Brake timing and anticipation

Hazard Perception and Defensive Driving

Students will be trained to identify and respond to hazards.

- Recognizing potential hazards early
- Maintaining space management (front, sides, rear)
- Adjusting driving for weather and road conditions
- Night driving awareness
- Work zone and construction zone driving

Backing Safety Procedures

Students will be trained in safe backing practices.

- Get Out And Look (GOAL)
- Use of mirrors and visual reference points
- Blind-side awareness
- Avoiding backing accidents
- Communication with spotters

Emergency Procedures

Students will be trained to respond to emergency situations.

- Brake failure response
- Tire blowout procedures
- Engine or mechanical failure
- Use of emergency equipment (triangles, etc.)
- Safe roadside stops

Students must demonstrate competency in all required driving skills in accordance with CDL testing standards prior to graduation.

Attendance Policy

Students are required to attend a minimum of **85% of all scheduled instructional hours**.

Attendance is monitored throughout the program. Students who fall below 85% attendance may be placed on probation and may be subject to dismissal if attendance does not improve.

Make-up instruction may be required at the discretion of the institution to ensure competency and completion of training objectives.

Satisfactory Academic Progress (SAP)

Students must maintain satisfactory academic progress in order to remain enrolled.

To meet SAP requirements, students must:

- Maintain a minimum of 85% attendance
- Achieve passing grades on required assignments and skills assessments
- Demonstrate competency in required driving and safety skills

Failure to maintain satisfactory academic progress may result in probation.

Continued failure may result in dismissal from the program.

Grading Policy

Students are evaluated based on written exams, skills assessments, participation, and attendance.

Grading Scale:

- 93–100: Excellent
- 85–92: Above Average
- 75–84: Average
- 70–74: Below Average
- Below 70: Unsatisfactory

A minimum score of **85% is required to pass the final skills examination.**

A cumulative score below 75% may result in dismissal.

Graduation Requirements

To successfully complete the program, students must:

- Attend at least 85% of scheduled instructional hours
- Pass all required assignments and skills assessments
- Achieve a minimum score of 85% on the final skills examination

Meeting attendance requirements alone does not guarantee graduation. Students must demonstrate required competency in all required driving skills in accordance with CDL testing standards prior to graduation.

Student Conduct

Students are expected to maintain professional behavior at all times.

Grounds for disciplinary action or dismissal include:

- Unsafe behavior
- Use of drugs or alcohol
- Disruptive conduct
- Violation of institutional policies

Cancellation Policy

A student has the right to cancel the enrollment agreement and receive a full refund if cancellation occurs within seven (7) days after enrollment or before the first class session, whichever is later.

Refund Policy

Refunds are issued in accordance with California Education Code Section 94920.

Refund calculations are based on the number of clock hours attended as compared to the total program hours.

If a student withdraws prior to completing 60% of the program, a pro rata refund will be issued.

No refund will be issued after 60% of the program has been completed.

Student Tuition Recovery Fund (STRF)

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student prepaid tuition and suffered an economic loss.

Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program who is a California resident or enrolled in a residency program, and you prepay all or part of your tuition.

The STRF assessment for this institution is currently \$0.00.

You are not eligible for protection from the STRF and are not required to pay the STRF assessment if you are not a California resident and are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school.

Questions regarding the STRF may be directed to:

Bureau for Private Postsecondary Education
1747 North Market Blvd., Suite 225
Sacramento, CA 95834
Phone: (888) 370-7589
Website: www.bppe.ca.gov

To be eligible for STRF, a student must be a California resident or enrolled in a residency program, must have prepaid tuition, paid or been deemed to have paid the STRF assessment, and must have suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and the student did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. The student was enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location, or was enrolled in an educational program within the 120-day period before the program was discontinued.
3. The student was enrolled at an institution or a location of the institution more than 120 days before the closure, and the Bureau determined that there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law.
6. The student has been awarded restitution, a refund, or other monetary award by an arbitrator or court, but has been unable to collect from the institution.
7. The student sought legal counsel that resulted in the cancellation of one or more student loans and has documentation of services rendered and loan cancellation.

STRF Claim Deadline

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery.

A student whose loan is revived by a loan holder or debt collector after a period of noncollection may file a written application for recovery from STRF at any time, provided the original claim was filed within the four (4) year period, unless otherwise provided by law.

Students are encouraged to attempt to resolve complaints directly with the institution prior to contacting BPPE.

Placement Disclaimer

The institution does not guarantee job placement. Employment opportunities depend on individual performance, qualifications, and market conditions.

Facilities and Equipment

Training is conducted using commercial vehicles and designated training areas, including yard and public road environments.

Faculty Qualifications

Instructors possess valid commercial driver's licenses and relevant industry experience.

Student Records and Transcripts

Student records for all students are kept for five years. Transcripts are kept permanently. Students may inspect and review their educational records. To do so, a student should submit a written request identifying the specific information to be reviewed. Should a student find, upon review, that records that are inaccurate or misleading, the student may request that errors be corrected. In the event that a difference of opinion exists regarding the existence of errors, a student may ask that a meeting be held to resolve the matter. Each student's file will contain student's records including a copy of the signed enrollment agreement, school performance fact sheet, diploma granted, transcript of grades earned, if applicable, documentation related to educational background, copies of all documents signed by the student including contract, instruments of indebtedness and document related to financial aid, leave of absence documents, financial ledger, refund information as applicable, complaints received from the student or student advisories related to academic progress. Transcripts will only be released to the student upon receipt of a written request bearing the student's live signature. Transcripts may be withheld in accordance with applicable laws and institutional policies regarding financial obligations.

Licensure Requirements

Graduates of the program are prepared to meet the requirements of the California Department of Motor Vehicles (DMV) for obtaining a Commercial Driver's License (CDL).

Requirements include obtaining a Commercial Learner's Permit (CLP), passing required knowledge examinations, and successfully completing a skills test. Additional requirements may include medical certification, identity verification, and other criteria established by the DMV.

Students are responsible for meeting all applicable licensing requirements.

Additional requirements may include medical certification, identity verification, and other criteria established by the DMV. Students are responsible for meeting all applicable licensing requirements.

Following is additional information on licensure as a CDL directly from the California DMV website:

If you have never had a commercial driver's license (CDL), or you want to make a classification, endorsement, or restriction change that requires a skills test, you first need to get a CLP and hold it for at least 14 days. Here's how you apply for a CLP:

- Get a standard California noncommercial Class C driver's license (DL) (a temporary/interim DL is acceptable). • Complete an online CDL Application.
- Visit a DMV office, where you will:
 - o Submit a completed 10 Year History Record Check (DL 939) (if you have been issued a DL of any kind in another state or jurisdiction in the last 10 years).
- Submit a completed Medical Examination Report (MER) Form (MCSA 5875) and Medical Examiner's Certificate (MEC) (MCSA 1 5876) (see the "Medical examination report" section below for more information).
 - o Provide proof of your social security number (SSN). It will be verified with the Social Security Administration while you are in the office.
- Verify your identity with an acceptable identity document. Your current name needs to match the name on the identity document (see the FAQs for more information).
 - o Present acceptable residency documents (if you have never had a California driver license or identification (DL/ID) card)
- Pay the nonrefundable application fee (application and fee valid for 12 months).
- Have your thumbprint scanned.
 - o Pass a vision exam.
 - o Have your photo taken.
- Pass the knowledge test(s). You have three attempts to pass each of the required knowledge tests. If you fail the same test three times, your application is no longer valid and you need to reapply. To allow for sufficient testing time, we do not administer knowledge tests within 30 minutes of closing.
- If you want to apply for a REAL ID, you must also provide proof of your identity, social security number (SSN), and two proofs of residency from the list of acceptable REAL ID documents. We will issue you a CLP after you pass the knowledge test(s). If you do not meet all the requirements to get a CDL within 12 months of applying (including passing the knowledge

test and skills test), the application will no longer be valid and you must reapply.

REQUIRED DISCLOSURES

- The policy of this institution is to update the official school catalog annually, in January of each year.
- Annual updates may be made by the use of supplements or inserts accompanying the catalog. If changes in educational programs, educational services, procedures, or policies required to be included in the catalog by statute or regulation are implemented before the issuance of the annually updated catalog, those changes shall be reflected at the time they are made in supplements or inserts accompanying the catalog.
- This institution makes its current catalog and current program brochures available to the public at no charge. Individuals who wish to obtain a copy can make arrangements by simply calling the school's office.
- This institution is a private institution. The school was granted institutional approval to operate by the Bureau for Private Postsecondary Education (BPPE). The Bureau's approval means compliance with state standards set forth in CEC and 5, CCR. This approval does not mean that: (1) the institution or its educational programs are endorsed or recommended by the state or by the bureau. Nor that (2) the approval to operate indicates that the institution exceeds minimum state standards as set forth in this chapter.
- This institution has not had a pending petition in bankruptcy, is not operating as a debtor in possession and has not filed a bankruptcy petition within the preceding five years nor has had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under chapter 11 of the United States Bankruptcy Code.
- As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.
- If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund, and that, if the student has received federal student financial aid funds, the student is entitled to a refund of the moneys not paid from federal student financial aid program funds.
- Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 1747 North Market, Suite 225 Sacramento, CA 95834, P.O. Box 980818, West Sacramento, CA 95798, www.bppe.ca.gov, toll free telephone number (888) 370-7589 Fax (916) 263-1897.
- A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling

(888) 370-7589 or by completing a complaint form, which can be obtained on the bureau's Internet Web site www.bppe.ca.gov

“This catalog is part of the enrollment agreement
between the student and the institution.”