



TIPS FOR GETTING YOUR LICENSE FAST!

IMPORTANT LINKS

West Virginia DMV: <http://dri.vg/RYY>

DMV CDL Information: <http://dri.vg/BtJ>

DMV Appointments: <http://dri.vg/QmL>

Driver License Office Locations: <http://dri.vg/QmL>

Fees: <http://dri.vg/cg9>

DMV REQUIREMENTS CHECKLIST

- Valid Driver's License
- Medical Certificate: <http://dri.vg/oVZ>
- Proof of Identity Documents:
<http://dri.vg/UY6>

TESTS YOU WILL NEED TO TAKE

General Knowledge
Air Brakes (if applicable)
Pre-Trip Inspection
Basic Skills
CDL Road Test
Vision Exam

Applicable exams for desired endorsements:

- Hazardous Materials
- Tank Vehicles
- Passengers
- School Bus
- Double/Triple Trailers

Practice exam available online at:
www.TestQuestionsAndAnswers.com

DMV CHEATS and TIPS!

WEST VIRGINIA CDL PRE-TRIP INSPECTION CHEAT SHEET

1. During the pre-trip inspection:

- You must show that the vehicle is safe to drive.

2. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the doors/mirrors to verify that:

- Entry/exit doors are not damaged and operate smoothly from the outside. Hinges should be secure with seals intact.
- The passenger exit mirrors and all external mirrors and mirror brackets are not damaged and are mounted securely with no loose fittings.

11 – Entry/ Exit

3. On school buses, in addition to the lighting indicators required for all vehicles, the driver should verify that the following internal panel lights are working:

- Alternately flashing amber lights indicator, if equipped.
- Alternately flashing red lights indicator.
- Strobe light indicator, if equipped.

11 – School Bus Only



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4. On all vehicles, during the cab/engine start check, the driver should inspect the temperature gauge to ensure that the:

- Temperature gauge is working.
- Temperature begins to climb to the normal operating range or temperature light should be off.

11 – Cab Check/Engine Start

5. On all vehicles, during the tractor/coupling inspection, the driver should check the kingpin/apron/gap by:

- Checking that the kingpin is not bent.
- Making sure the visible part of the apron is not bent, cracked, or broken.
- Checking that the trailer is laying flat on the fifth wheel skid plate (no gap).

11 – Tractor/Coupling

6. External brake component inspections should be performed on:

- Every axle (power unit and trailer, if equipped).

11 – Brakes

7. On all vehicles, during the external inspection, the driver should inspect the mounts at:

- Each point where they are secured to the vehicle frame and axle[s].

11 – Suspension

8. On all vehicles, during the external inspection, the driver should inspect shock absorbers to ensure that:

- They are secure and that there are no leaks.

11 – Suspension

9. On all vehicles, during the cab check/engine start inspection, the driver should inspect the:

- Oil Pressure Gauge.
- Temperature Gauge.
- Air Gauge.
- Ammeter/Voltmeter.
- Mirrors and Windshield.
- Emergency Equipment.
- Steering Play.
- Wipers/Washers.
- Lights/Reflectors/Reflector Tape Condition (Sides & Rear).
- Brakes.
- Safety Belt.

11 – Cab Check/Engine Start

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WEST VIRGINIA CDL PRE-TRIP INSPECTION CHEAT SHEET

10. On all vehicles, during the cab/engine start check, the driver should inspect the mirrors and windshield to ensure that the:

- Mirrors are clean and adjusted properly from the inside.
- Windshield is clean with no illegal stickers, no obstructions, or damage to the glass.

11 – Cab Check/Engine Start

11. On school buses, in addition to the equipment check for all vehicles, the driver must also check the seating to verify that:

- There are no broken seat frames and that seat frames are firmly attached to the floor.
- Seat cushions are attached securely to the seat frames.

11 – School Bus Only

12. On all vehicles, during the tractor/coupling inspection, the driver should check the 5th wheel skid plate by:

- Checking for proper lubrication and that 5th wheel skid plate is securely mounted to the platform and that all bolts and pins are secure and not missing.

11 – Tractor/Coupling

13. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the fuel tank(s) to ensure that:

- They are secure with no leaks from tank(s) or lines.

11 – External Inspection of Coach/Transit Bus

14. When performing the air brake check, to fan off air pressure, the driver should:

- Rapidly apply and release the foot brake.

11 – Cab Check/Engine Start

15. On all vehicles, during the side inspection, the driver should check the battery/box to ensure that:

- Wherever located, that battery(s) are secure, connections are tight, and cell caps are present.
- Battery connections do not show signs of excessive corrosion.
- Battery box and cover or door is secure.

11 – Side of Vehicle

16. When performing the air brake check, after fanning off the air pressure by rapidly applying and releasing the foot brake, the low air warning devices should activate before the pressure drops below:

- 60 psi.

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11 – Cab Check/Engine Start

17. On all vehicles, during the cab/engine start check, the driver should inspect wipers/washers by checking that:

- Wiper arms and blades are secure, not damaged, and operate smoothly.
- Windshield washers operate correctly.

11 – Cab Check/Engine Start

18. On all vehicles, during the cab/engine start check, the driver should inspect the horn and heater/defroster to ensure that the:

- Air horn and/or electric horn work.
- Heater and defroster work.

11 – Cab Check/Engine Start

19. In addition to the external check for all vehicles, the driver must also check the trailer doors/ties/lifts to verify that:

- If equipped, doors are not damaged. Check that doors open, close, and latch properly from the outside.
- Ties, straps, chains, and binders are secure.
- If equipped with a cargo lift, there are no leaking, damaged or missing parts and explain how it should be checked for correct operation.
- The lift is fully retracted and latched securely.

11 – Side of Trailer

20. On all vehicles, during the cab/engine start check, to perform the first component of the inspection of air brake equipped vehicles, the driver should:

- Shut off the engine.
- Chock your wheels, if necessary.
- Release the tractor protection valve and parking brake (push in).
- Fully apply the foot brake and hold it for one minute.
- Check the air gauge to see if the air pressure drops more than three pounds in one minute (single vehicle) or four pounds in one minute (combination vehicle).

11 – Cab Check/Engine Start

21. On all vehicles, when checking the coolant level, the driver should:

- Inspect reservoir sight glass, or
- (If engine is not hot), remove radiator cap and check for visible coolant level.

11 Engine Compartment (Engine Off)

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22. On all vehicles, during the cab/engine start check, the driver should inspect steering play by:

- **Non-power steering:** Turning steering wheel back and forth. Play should not exceed 10 degrees (or about two inches on a 20-inch wheel).
- **Power steering:** With the engine running, check for excessive play by turning the steering wheel back and forth. Play should not exceed 10 degrees (or about two inches on a 20-inch wheel) before front left wheel barely moves.

11 – Cab Check/Engine Start

23. On all vehicles, during the cab/engine start check, the driver should test that the dash indicators work when the following lights are turned on:

- Left turn signal.
- Right turn signal.
- Four-way emergency flashers.
- High beam headlight.
- Anti-lock Braking System (ABS) indicator.

11 – Cab Check/Engine Start

24. If you kick the tires to check for proper inflation:

- You will not get credit for that portion of the inspection.

11 – Wheels

25. On all vehicles, during the external wheel inspection, the driver should check the spacers or budd spacing (if equipped) to ensure that:

- Spacers are not bent, damaged, or rusted through.
- Spacers are evenly centered, with the dual wheels and tires evenly separated.

11 – Wheels

26. On all vehicles, during the external wheel inspection, the driver should check the tires for:

- A minimum tread depth of (4/32 on steering axle tires, 2/32 on all other tires).
- **Condition:** Check that tread is evenly worn and look for cuts or other damage to tread or sidewalls. Also, make sure that valve caps and stems are not missing, broken, or damaged.
- **Inflation:** Check for proper inflation by using a tire gauge, or inflation by striking tires with a mallet or other similar device.

11 – Wheels

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27. On all vehicles, when checking the engine compartment belts, the driver should:

- Check the following belts for snugness (up to 3/4 inch play at center of belt), cracks, or frays:
 - Power steering belt.
 - Water pump belt.
 - Alternator belt.
 - Air compressor belt.
- Make sure component(s) are operating properly, are not damaged or leaking, and are mounted securely.

11 Engine Compartment (Engine Off)

28. Failure to perform all three components of the air brake check correctly will result in:

- An automatic failure of the vehicle inspection test.

11 – Cab Check/Engine Start

29. On all vehicles, during the tractor/coupling inspection, if equipped, the driver should check ball hitch, pintle hook coupling systems etc., to ensure:

- There are no loose or missing coupling components.
- Mounting brackets have no missing or broken parts.

11 – Tractor/Coupling

30. On all vehicles, during the cab/engine start check, the driver should inspect the hydraulic brakes by:

- Pumping the brake pedal three times, then holding it down for five seconds. The brake pedal should not move (depress) during the five seconds.
- If equipped with a hydraulic brake reserve (back-up) system, with the key off, depressing the brake pedal and listening for the sound of the reserve system electric motor.
- Checking that the warning buzzer or light is off.

11 – Cab Check/Engine Start

31. On all vehicles, during the rear of vehicle inspection, the driver should check the doors/ties/lifts to ensure that:

- Doors and hinges are not damaged and that they open, close, and latch properly from the outside, if equipped.
- Ties, straps, chains, and binders must be secure.
- If equipped with a cargo lift, there are no leaking, damaged or missing parts and explain how it should be checked for correct operation.
- Lift is fully retracted and latched securely.

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11 – Rear of Vehicle

32. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the battery/box to ensure that:

- Wherever located, that battery(s) are secure, connections are tight, and cell caps are present.
- Battery connections do not show signs of excessive corrosion.
- The battery box and cover or door is not damaged and is secure.

11 – External Inspection of Coach/Transit Bus

33. Wheel rims cannot have:

- Welding repairs.

11 – Wheels

34. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the passenger seating to verify that:

- There are no broken seat frames and that seat frames are firmly attached to the floor.
- Seat cushions are attached securely to the seat frames.

11 – Passenger Items

35. On all vehicles, during the cab/engine start check, to inspect the service brakes, the driver should:

- Pull forward at 5 mph, apply the service brake and stop.
- Check to see that the vehicle does not pull to either side and that it stops when brake is applied.

11 – Cab Check/Engine Start

36. On school buses, in addition to the external equipment for all vehicles, the driver must also check the stop arm to verify:

- That it is mounted securely to the frame of the vehicle.
- There are no loose fittings or damage.

11 – School Bus Only

37. On school buses, in addition to the lights/reflectors required for all vehicles, the driver should verify that the following (external) lights and reflectors are working:

- Strobe light, if equipped.

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- Stop arm light, if equipped.
- Alternately flashing amber lights, if equipped.
- Alternately flashing red lights.

11– School Bus Only

38. On all vehicles, during the tractor/coupling inspection, the driver should check the mounting bolts to ensure:

- There are no loose or missing mounting brackets, clamps, bolts, or nuts.
- Both the fifth wheel and the slide mounting must be solidly attached.

11 – Tractor/Coupling

39. On all vehicles, during the side inspection, the driver should check the exhaust system to ensure that:

- There are no signs of damage or signs of leaks such as rust or carbon soot.
- The system is connected tightly and mounted securely.

11 – Side of Vehicle

40. On all vehicles, during the external wheel inspection, the driver should check the rims for:

- Damaged or bent rims. (Rims cannot have welding repairs.).

11 – Wheels

41. All of the pre-trip inspection tests:

- Include an engine start and an in-cab inspection.
- May require an inspection of the entire vehicle or only a portion of the vehicle which your CDL Examiner will explain to you.
- Will include inspection of any special features of your vehicle (e.g., school or transit bus).

11 - All Vehicles

42. The minimum tread depth on all tires other than steering axle tires is:

- 2/32

11 – Wheels

43. Fire extinguishers should be properly:

- Rated.
- Charged.

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11 – Cab Check/Engine Start

44. On all vehicles, during the external wheel inspection, the driver should check the hub oil seals/axle seals to ensure:

- Hub oil/grease seals and axle seals are not leaking.
- Oil level is adequate, if wheel has a sight glass.

11 – Wheels

45. On school buses, in addition to the equipment check for all vehicles, the driver must also check the emergency exit to verify that:

- All emergency exits are not damaged, operate smoothly, and close securely from the inside.
- Any emergency exit warning devices are working.

11 – School Bus Only

46. During the pre-trip inspection:

- You may have to walk around the vehicle and point to or touch each item and explain to the examiner what you are checking and why.

11 - All Vehicles

47. On all vehicles, during the cab/engine start check, the driver should inspect the emergency equipment to:

- Check for spare electrical fuses.
- Check for three red reflective triangles.
- Check for a properly charged and rated fire extinguisher.

11 – Cab Check/Engine Start

48. In addition to the external check for all vehicles, the driver must also check the remainder of the trailer using the standard inspection procedures for:

- Wheels.
- Suspension system.
- Brakes.
- Doors/ties/lift.
- Splash guards.

11 – Remainder of Trailer

49. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the emergency exits to verify that:

- Emergency exits are not damaged, operate smoothly, and close securely from the inside.
- Any emergency exit warning devices are working.

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11 – Passenger Items

50. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check for level/air leaks by:

- Ensuring that the vehicle is sitting level (front and rear), and if air-equipped, check for audible air leaks from the suspension system.

11 – External Inspection of Coach/Transit Bus

51. In addition to the external check for all vehicles, the driver must also check the trailer frame for:

- Cracks.
- Broken welds.
- Holes or other damage to the frame.
- Cross members.
- Box, and floor.

11 – Side of Trailer

52. On all vehicles, during the side inspection, the driver should check the frame to ensure that:

- There are no cracks, broken welds, holes or other damage to the longitudinal frame members, cross members, box, and floor.

11 – Side of Vehicle

53. On all vehicles, during the tractor/coupling inspection, the driver should check the locking pins (fifth wheel) by:

- If equipped, looking for loose or missing pins in the slide mechanism of the sliding fifth wheel. If air powered, check for leaks.
- Making sure locking pins are fully engaged.
- Checking that the fifth wheel is positioned properly so that the tractor frame will clear the landing gear during turns.

11 – Tractor/Coupling

54. On all vehicles, during the tractor/coupling inspection, the driver should check the hitch release lever to ensure:

- It is in place and is secure.

11 – Tractor/Coupling

55. On all vehicles, during the cab/engine start check, the driver should inspect the ammeter/voltmeter to ensure that the:

- Gauges show alternator and/or generator is charging or that warning light is off.

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11 – Cab Check/Engine Start

56. On all vehicles, during the external inspection, the driver should inspect the steering linkage to ensure that:

- Connecting links, arms, and rods from the steering box to the wheel are not worn or cracked.
- Joints and sockets are not worn or loose and that there are no missing nuts, bolts, or cotter keys.

11 – Steering

57. On all vehicles, during the side inspection, the driver should check the door(s)/mirror(s) to ensure that:

- Door(s) are not damaged and that they open and close properly from the outside.
- Hinges are secure with seals intact.
- Mirror(s) and mirror brackets are not damaged and are mounted securely with no loose fittings.

11 – Side of Vehicle

58. If the vehicle is not equipped with electrical fuses:

- You must mention this to the examiner.

11 – Cab Check/Engine Start

59. On all vehicles, during the cab/engine start check, to perform the third component of the inspection of air brake equipped vehicles, the driver should:

- Continue to fan off the air pressure. At approximately 40 psi on a tractor-trailer combination vehicle, the tractor protection valve and parking brake valve should close (pop out).
- On other combination vehicle types and single vehicle types, the parking brake valve should close (pop out).

11 – Cab Check/Engine Start

60. On all vehicles, during the cab/engine start check, the driver should inspect the air gauge to ensure that the:

- Gauge is working properly.
- Air pressure builds to governor cut-out, roughly 120-140 psi.

11 – Cab Check/Engine Start

61. On all vehicles, during the external drum brake inspection, when there are openings where the brake lining can be seen from outside the drum, check that:

- A visible amount of brake lining is showing.

11 – Brakes

62. On all vehicles, during the cab/engine start check, the driver should inspect the oil pressure gauge to ensure that the:

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- Oil pressure gauge is working.
- Pressure gauge shows increasing or normal oil pressure or that the warning light goes off.
- Oil temperature begins a gradual rise to the normal operating range (if equipped with a gauge).

11 – Cab Check/Engine Start

63. On school buses, in addition to the emergency equipment required for all vehicles, the driver should verify that the following emergency items are aboard:

- Emergency Kit.
- Body Fluid Cleanup Kit.

11 – School Bus Only

64. When performing the air brake check, after fully applying the foot brake, the air pressure should not drop more than:

- Three pounds in one minute (single vehicle).
- Four pounds in one minute (combination vehicle).

11 – Cab Check/Engine Start

65. On all vehicles, during the tractor/coupling inspection, the driver should check the 5th wheel platform by:

- Checking for cracks or breaks in the platform structure which supports the fifth wheel skid plate.

11 – Tractor/Coupling

66. On all vehicles, during the external inspection, the driver should inspect the suspension at:

- Every axle (power unit and trailer, if equipped).

11 – Suspension

67. In addition to the external check for all vehicles, during the side inspection, the driver must also check the trailer landing gear to verify that:

- The landing gear is fully raised, has no missing parts, crank handle is secure, and the support frame is not damaged.
- If power operated, there are no air or hydraulic leaks.

11 – Side of Trailer

68. On all vehicles, during the tractor/coupling inspection, the driver should check the 5th wheel release arm (if equipped) by:

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- Making sure the release arm is in the engaged position and the safety latch is in place.

11 – Tractor/Coupling

69. On all vehicles, when checking the power steering fluid level, the driver should:

- Indicate where power steering fluid dipstick is located.
- Check for adequate power steering fluid level.
- Verify that level is above refill mark.

11 - Engine Compartment (Engine Off)

70. On school buses, in addition to the equipment check for all vehicles, the driver must also check the passenger entry/lift to verify that:

- The entry door is not damaged, operates smoothly, and closes securely from the inside.
- Hand rails are secure and the step light is working, if equipped.
- The entry steps are clear with the treads not loose or worn excessively.
- If equipped with a handicap lift, there are no leaking, damaged, or missing parts and explain how lift should be checked for correct operation.
- Lift is fully retracted and latched securely.

11 – School Bus Only

71. In addition to the standard inspection procedures for all vehicles, the driver of a coach/transit bus must also check the baggage compartments to ensure that:

- Baggage and all other exterior compartment doors are not damaged, operate properly, and latch securely.

11 – External Inspection of Coach/Transit Bus

72. On all vehicles, during the tractor/coupling inspection, the driver should check the sliding pintle by:

- Checking that the sliding pintle is secured with no loose or missing nuts or bolts and cotter pin is in place.

11 – Tractor/Coupling

73. On all vehicles, when checking the engine for a safe start, the driver should:

- Depress clutch.
- Place gearshift lever in neutral (or park, for automatic transmissions).
- Start engine, then release clutch slowly.

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11 - Engine Compartment (Engine Off)

74. On all vehicles, a check for leaks and hoses should include checks for:

- Puddles on the ground.
- Dripping fluids on underside of engine and transmission.
- Hoses for condition and leaks.

11 - Engine Compartment (Engine Off)

75. In addition to the external check for all vehicles, during the trailer front inspection, the driver must also check the header board (if equipped) to verify that:

- It is secure, free of damage, and strong enough to contain cargo.
- The canvas or tarp carrier is mounted and fastened securely.
- On enclosed trailers, the front area has no signs of damage such as cracks, bulges, or holes.

11 – Trailer Front

76. When inspecting manual slack adjustors, the brake pushrod should not move more than:

- One inch (with the brakes released) when pulled by hand.

11 – Brakes

77. External light and reflector checks include:

- Clearance lights (red on rear, amber elsewhere).
- Headlights (high and low beams).
- Taillights.
- Backing lights.
- Turn signals.
- Four-way flashers.
- Brake lights.
- Red reflectors (on rear) and amber reflectors (elsewhere).
- Reflector tape condition

Note: Checks of brake, turn signal and four-way flasher functions must be done separately.

11 – Cab Check/Engine Start

78. On all vehicles, during the external inspection, the driver should inspect the mounts to ensure that:

- There are no cracked or broken spring hangers, missing or damaged bushings, and broken, loose, or missing bolts, U-bolts or other axle mounting parts.

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11 – Suspension

79. On all vehicles, during the tractor/coupling inspection, the driver should check the tongue or draw-bar by:

- **Checking that the tongue/draw-bar is not bent or twisted and checks for broken welds and stress cracks.**
- **Checking that the tongue/draw-bar is not worn excessively.**

11 – Tractor/Coupling