# How Do Student Drivers Use the Clearinghouse?

A student driver may be enrolled in either of the following:

- **AN INDEPENDENT CDL TRAINING PROGRAM**
  - that is not affiliated with or operated by an employer (i.e., the student driver pays to attend). In this scenario, the student driver is considered self-employed.

- **AN EMPLOYER-BASED CDL TRAINING PROGRAM**
  - in which the student driver is paid to participate. In this scenario, the student driver is an employee of the company that arranges the CDL training program.

## How are student drivers required to register in and use the Clearinghouse?

How a student driver will register in and use the Clearinghouse depends on the type of CDL training program they attend:

<table>
<thead>
<tr>
<th>Register In The Clearinghouse</th>
<th>Purchase A Query Plan</th>
<th>Conduct/Consent To Pre-Employment Query In The Clearinghouse</th>
<th>Take Required Drug Tests</th>
</tr>
</thead>
</table>
| **If enrolled in an INDEPENDENT CDL training program** | **Register as a Student Driver**
  - Student drivers must also designate a C/TPA in the Clearinghouse. Contact the C/TPA prior to sending this designation request. | **Purchasing a query plan**
  - is required to conduct queries.
  - *Note: C/TPAs cannot purchase a query plan on behalf of student drivers.* | **The designated C/TPA will direct the student driver to appear for a pre-employment drug test and any applicable random drug tests.** |
| **If enrolled in an EMPLOYER-BASED CDL training program** | **Register as a Driver** | **Not required (query conducted by employer)** | **The student driver will be directed to appear for a pre-employment drug test and any applicable random drug tests by their employer.** |

### Note:

Once a student driver has successfully completed the CDL training program and been issued a CDL, they must update their role in the Clearinghouse. For instructions, see the [Update Student Driver Role job aid](#).
Are commercial driver’s license (CDL) training programs required to register in and use the Clearinghouse?

**Training providers may be employers**
If a CDL training program employs CDL holders who operate commercial motor vehicles (CMVs) on public roads, they must meet the employer requirements established in 49 CFR part 382 subpart G. For a summary of the employer Clearinghouse requirements, download the Employer Brochure.

**Training providers may also be C/TPAs**
While independent CDL training providers (i.e., training programs that are not operated by an employer) do not employ student drivers, they may provide the services of a consortium/third-party administrator (C/TPA) to student drivers. Independent CDL training providers intending to provide C/TPA services must register in the Clearinghouse as a C/TPA. To allow an independent CDL training provider to access the Clearinghouse on their behalf, the student driver must designate the CDL training provider as their C/TPA, and the CDL training provider must accept the designation request. For a summary of C/TPA Clearinghouse requirements, download the C/TPA Brochure.

**Training providers may be both employers and C/TPAs**
Note that independent CDL training providers that operate as both employers and C/TPAs must register for each role separately in the Clearinghouse. For assistance, see the educational guides below:

- Register as an Employer (Interactive Guide)
- Register as a C/TPA

**I train CDL drivers. Am I an employer?**
For purposes of the Clearinghouse, a CDL training program is considered an employer in any of the following scenarios:
- Employs driving instructors who will operate a CMV on public roads;
- Employs student drivers (e.g., an employer-based CDL training program that pays the student driver to participate); or
- Leases a CMV to the student driver and it is operated on public roads.