

Mandatory Entry Level Training for Class 2 drivers

Education and school authorities

Mandatory Entry Level Training for commercial drivers

Mandatory Entry Level Training (MELT) for Class 1 (tractor-trailer) and Class 2 (bus and school bus) drivers came into force in Alberta on March 1, 2019.

MELT includes mandatory, standardized driving training curriculums with set hours for in-class, in-yard and in-vehicle training.

MELT ensures that all new truck and bus drivers have the same, entry-level knowledge and practical skills to operate large, complex, commercial vehicles safely on the road.

In Alberta, you **cannot drive** a vehicle if you do not have a valid driver's licence for the appropriate licence class for that vehicle.

Note: the legal definition of a school bus changed on March 1, 2019. If your organization uses vehicles that meet the new definition of a school bus (for example: a school bus under the Canadian Standards Association Standard D250, School Buses), anyone who drives these vehicles must have an S Endorsement on their commercial driver's licence. See the [School Bus Policy](#) for more information on what vehicles are considered a school bus.

School Bus Driver Improvement Program (S Endorsement) requirements

The School Bus Driver Improvement Program (S Endorsement) is designed to give school bus drivers additional training to safely drive a school bus and transport passengers. The course teaches protocols for unloading and loading passengers, vehicle maneuvers and emergency management.

All school bus drivers, regardless of their driver's licence class or employer, must have an S Endorsement on their driver's licence by **July 31, 2020**.

- You need a permit to continue driving a school bus during this time.
- Print and have a copy of the dated permit below with you when operating the bus:
 - [Permit for August 1, 2019 to July 31, 2020](#)

You have to complete the School Bus Driver Improvement Program (S Endorsement) training by July 31, 2020. Completing this training will allow you to update your driver's licence with an S Endorsement. Information on how to get the School Bus Driver Improvement Program training can be found here: <https://www.alberta.ca/school-bus-driver-improvement-program.aspx>

All new school bus drivers from other provinces/territories must take S-Endorsement training as S Endorsements (or similar) from other jurisdictions are not valid in Alberta.

Drivers who don't have to take MELT

Drivers with a valid Class 1 or 2 licence obtained before October 10, 2018 have no further action to take to be MELT compliant.

Drivers with MELT requirements

New drivers: If you want to get a Class 1 or Class 2 licence, you need to complete MELT training and testing.

MELT transition drivers: If you got your Class 1 or Class 2 licence in the five months before MELT became mandatory—between October 11, 2018 and February 28, 2019, you are considered a “transition driver.” Transition drivers are subject to a two-year probationary period. If you maintain a clean driving record during this probationary period, no further action is required.

If you do not have a clean driving record, you will have to pass the MELT knowledge and road test by February 28, 2020 or within 90 days of being notified, whichever is longer. You will receive a letter from Alberta Transportation notifying you of the requirement. The purpose of this enhanced testing is to ensure that your driving skills meet the MELT standards.

MELT extension for school bus drivers

School bus drivers working for a school board, school division or school bus operator can apply to Alberta Transportation for an extension to comply with MELT. This extension is being offered to support the 2020 back to school season. School boards/divisions/school bus operators must apply to Alberta Transportation for this extension by **July 31, 2020**.

MELT extension, how to apply:

- 1) School boards/divisions/school bus operators must complete the [application form](#) on behalf of their prospective employees (i.e. the drivers they are requesting the extension for).
- 2) Email the completed application form to Alberta Transportation at transitiondrivers@gov.ab.ca.
- 3) Alberta Transportation will review the application and approve the extension with a confirmation letter with the names of the drivers that are approved to take the pre-MELT knowledge and road test.
- 4) **You will have to take and pass both the pre-MELT and the MELT knowledge and road tests by July 31, 2020.**

Take the pre-MELT tests to get your Class 2 licence

- 1) Study the [Commercial Driver Guide](#) to prepare for your pre-MELT knowledge and road tests. **You must pass these tests by July 31, 2020.**
- 2) Take your extension eligibility confirmation letter to any registry to take the pre-MELT knowledge test. You don't need to make an appointment for a knowledge test.
- 3) Once you've passed the knowledge test, book your pre-MELT road test in-person at any registry or online at <https://www.alberta.ca/drivers-road-test.aspx>. To take the pre-MELT road test, all drivers must:
 - be at least 18 years old
 - have your extension eligibility confirmation letter
 - have at least a full valid Class 5 Alberta driver's licence (Graduated Driver's Licensing Program drivers are not eligible for a Class 2 driver's licence)
 - have an approved Class 2 driver's medical examination report completed by an Alberta physician
 - have successfully completed the Air Brake Endorsement (Q Endorsement) Program, if applicable
- 4) If you pass both tests, you will have a Class 2 driver's licence.
- 5) If you want to keep your Class 2 driver's licence, you must pass the MELT knowledge and road tests by July 31, 2020. If you do not, you will lose your Class 2 licence.
- 6) Take the School Bus Driver Improvement Program training and get your driver's licence updated with an S Endorsement by **July 31, 2020**. Information on how to get the School Bus Driver Improvement Program training can be found here: <https://www.alberta.ca/school-bus-driver-improvement-program.aspx>

Take the MELT-enhanced tests to keep your Class 2 licence

- 1) Study the [Class 2-S MELT curriculum](#) to prepare for the MELT-enhanced knowledge and road test. **You must take these tests by July 31, 2020.** Make sure to leave ample time to take the MELT tests.
- 2) You can take your MELT knowledge test at any registry. You don't need to book ahead of time.
- 3) You can book your MELT road test in-person at any registry or online at <https://www.alberta.ca/drivers-road-test.aspx>.
- 4) You will have two attempts to pass the MELT knowledge test and road tests.

- The first MELT knowledge test and road test will be paid for by the government, but the driver is responsible for all other costs of testing, e.g. the rental of a commercial vehicle for the road test.
 - For the road test, you must provide a bus with a seating capacity exceeding 24 passengers, excluding the driver: If the bus is equipped with air brakes, you must have your air brake “Q” endorsement, or a course completion certificate from an approved air brake organization.
 - If you fail the first attempt at either the knowledge or road test, you have one more chance to re-take the test you failed, at your expense.
- 5) If you fail the second re-test attempt at either the knowledge or road test, you will lose your Class 2 driver’s licence immediately and your driver’s licence will be downgraded to the class of licence you held previously, such as a Class 5 driver’s licence.
 - 6) If you want to get a Class 2 driver’s licence in the future, you must take MELT training and pass the MELT knowledge and road tests.

Note: Drivers who do not take the MELT knowledge and road tests by July 31, 2020 will automatically have their licence downgraded to the class of licence held previously (e.g. a Class 5 licence). You will no longer be authorized to drive Class 2 commercial vehicles.

Contact us

For questions, contact the Alberta Transportation Client Support Centre between 8:15 am and 4:15 pm (open Monday to Saturday, closed statutory holidays)

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