

commercial licence upgrade requirements

Upgrading to a commercial driver's licence

Before you can upgrade to any commercial driver's licence (classes 1–4), you need to meet some conditions. You must:

- have a minimum of **two** years of non-learner driving experience.
- provide your driving record(s) from **each** jurisdiction in which you have driven within the past **three** years.

The combination of your out-of-province and B.C. driving records must:

- have fewer than four offences that resulted in penalty points (or the equivalent if your records are from outside B.C.), and
- have no motor vehicle-related Criminal Code convictions (or the equivalent if your records are from outside Canada).

Your driving record(s) must also:

- Be dated within 90 days of submitting it.
- Be original. Photocopies, scanned copies, downloaded records, or third party faxed records are not acceptable.
Note: Within Canada and the U.S., faxes may be considered original if they are faxed directly from the official licensing authority to a B.C. Driver Licensing Office (DLO).
- Be properly translated by an ICBC approved translator.

Why is your driving record important?

Road safety is a priority in B.C. All drivers are at some risk of being involved in a collision, but when commercial vehicle crashes occur, they tend to be more severe due to the size and weight of the vehicle.

It is especially important that professional drivers be able to operate their vehicles safely. Drivers who accumulate penalty points or Criminal Code convictions are at a higher risk for future crashes, and must wait until they can build up a safe driving record before upgrading their licence.

How do I obtain my driving record?

Contact the licensing authorities in the jurisdictions in which you have driven within the last 3 years. Ask them to send you original copies of your official driving record(s). The record(s) must meet all of the criteria set out previously.

Once you receive your record(s), attend your nearest DLO to submit them.

Why was my driving record(s) denied?

You will be verbally advised at the DLO (for Canada & U.S. records) or you will receive a letter (for all other jurisdictions) explaining the denial. Some of these reasons may be:

- You have not provided a driving record(s) for the past **three** years
- You have not provided a driving record(s) from **each** of the jurisdictions in which you have previously driven
- Your driving record(s) is missing information about, or includes penalty point incidents or motor vehicle-related criminal code convictions
- Your driving record(s) is outdated
- Your driving record(s) is not an original
- Your driving record(s) is not properly translated
- We are attempting to verify the information provided in your driving record(s) so you are temporarily denied until we receive verification.

What to do if your driving record(s) was denied

Wait until your eligibility date

If you were denied because of offences or convictions on your driving record, you must wait until your eligibility date. The licensing representative will advise you of this date.

If you were denied for reasons other than offences or convictions

Attempt to get a new driving record(s) that meets the requirements as advised to you verbally at the DLO or as noted in your decision letter.



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