



Catalog Information

Institution Name: Kelly Anderson Group, Inc.

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Mission Statement:

Kelly Anderson Group, Inc. is committed to delivering high-quality, federally compliant Entry-Level Driver Training (ELDT) that equips students with the knowledge, skills, and safety practices necessary for success in the commercial driving industry. Our mission is to prepare graduates for rewarding careers as professional drivers by cultivating a culture of safety, responsibility, and lifelong learning in accordance with all regulatory standards.

Program Objectives:

- Provide students with comprehensive theory knowledge of the Entry-Level Driver Training (ELDT) curriculum, including all federally mandated topics and requirements.
- Develop students' practical skills through online theory training, ensuring proficiency in vehicle operation, safety procedures, and regulatory compliance.
- Prepare graduates to successfully pass required commercial driver's license (CDL) examinations and obtain entry-level employment as commercial motor vehicle drivers.
- Provide students the necessary instruction for completing Department of Motor Vehicle testing for Commercial Driver's License endorsements.

Program Utilization:

- Individuals seeking Commercial Drivers Licenses and Endorsements
- Publicly Funded Colleges throughout the United States utilize this program to provide and fulfill the requirements of the ELDT Theory curriculum.
- Department of Corrections in various states are exploring how to provide this curriculum to their inmates seeking careers in the transportation industry.
- This has led to the adoption by numerous Publicly Funded Schools and the impending implementation of States Correctional Systems.

Other Approvals & Certifications: Federal Motor Carrier Safety Administration Entry Level Driver Training Provider

Institutional Affiliations & Memberships: Missouri Trucking Association, American Trucking Association, Truckload Carriers Association, United Motor Coach Association, Federal Motor Carrier Safety Administration Training Provider Registry, National Association of Publicly Funded Truck Driving Schools, Next Generation Trucking Association

Faculty Recognition:

- Kelly Anderson, Court Certified Expert Witness in the areas of Driver Safety, Hiring Practices, and DOT Compliance.

Campus Facilities & Equipment:

- As an online-only provider, Kelly Anderson Group, Inc. delivers all Entry-Level Driver Training (ELDT) theory instruction through a secure, user-friendly online learning management system. Students access course materials, interactive modules, and assessments entirely via the internet. No physical classrooms, simulators, or on-site equipment are required or provided. All resources are designed to meet federal ELDT requirements for theory training and ensure accessibility for remote learners. Students have access to instructor and support staff via e-mail or phone.

Faculty & Staff:

- Kelly Anderson, President, Lead ELDT Online Instructor
- Todd Cornett, Vice President, Program Director
- Rachel Trembley, Manager, Student Services Coordinator
- Bill Rohr, Manager, Learning Module Development
- Trevor Scott, Developer, Learning Module Programmer

Faculty Biographies:

- Kelly Anderson has over 20 years of experience in commercial trucking and holds a Class A CDL. He has been an ELDT instructor since 2015. Kelly is a US Coast Guard Veteran, USCG Captain, and Instrument Rated Pilot. Kelly founded the Kelly Anderson Group in January 1998.
- Todd Cornett has been with the Kelly Anderson Group for 9+ years and is a Army Combat Veteran with extensive knowledge in organizational development and leadership.
- Rachel Trembley has been with the Kelly Anderson Group for 9 years she is the Manager of Impact e-learning encompassing Student Services department.
- Bill Rohr has been with the Kelly Anderson Group for 6 years and is a member of the Society of Automotive Engineers. Bill has 40+ years of technical writing experience and has a BSME.
- Trevor Scott has been with the Kelly Anderson Group for 4 years. Trevor specializes in learning module animation and development. Trevor is professional trained as a graphic designer.

Student Services:

- Job placement assistance
- Administrative assistance
- Course advisement

Program Name: The section below outlines the various ELDT courses.

- **Course:** Class A CDL Theory
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for Class A CDL Theory. The curriculum for Class A applicants pertains to combination vehicles (Group B) as defined in § 383.91(a)(1). Students will learn essential knowledge and practical skills required for safe and compliant operation of Class A commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a Class A commercial driver's license (CDL). BTW (Behind-the-Wheel) Instruction is *also a requirement* of ELDT and will have to be taken through *another* registered training provider that offers it.
 - **PRICE: \$150**
 - **Length:** 25 Modules
 - **Clock Hours:** 12 hours
 - **Credential Awarded:** Certificate of Completion
 - **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.
- **Course:** Class B CDL Theory
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for Class B CDL Theory. The curriculum for Class B applicants pertains to heavy straight vehicles (Group B) as defined in § 383.91(a)(2). Students will learn essential knowledge and practical skills required for safe and compliant operation of Class B commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a Class B commercial driver's license (CDL). BTW (Behind-the-Wheel) Instruction is *also a requirement* of ELDT and will have to be taken through *another* registered training provider that offers it.
 - **PRICE: \$150**
 - **Length:** 24 Modules
 - **Clock Hours:** 12 hours
 - **Credential Awarded:** Certificate of Completion
 - **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.
- **Course:** Class B to A CDL Upgrade
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for Class B to Class A CDL Upgrade Theory. Students will learn essential knowledge and practical skills required for safe and compliant operation of Class A commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a Class A commercial driver's license (CDL). BTW (Behind-the-Wheel) Instruction is *also a requirement* of ELDT and will have to be taken through *another* registered training provider that offers it.
 - **PRICE: \$99**
 - **Length:** 18 Modules
 - **Clock Hours:** 10 hours
 - **Credential Awarded:** Certificate of Completion

- **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.

- **Course:** Passenger Endorsement
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for Passenger Endorsement Theory. Students will learn essential knowledge and practical skills required for safe and compliant operation of passenger carrying commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a passenger endorsement on their commercial driver’s license (CDL). This course applies to those who expect to operate CMVs in any vehicle group defined in § 383.91(a)(1)-(3) for which P endorsement is required. BTW (Behind-the-Wheel) Instruction is *also a requirement* of ELDT and will have to be taken through *another* registered training provider that offers it.
 - **PRICE: \$69**
 - **Length:** 11 Modules
 - **Clock Hours:** 4 hours
 - **Credential Awarded:** Certificate of Completion
 - **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.

- **Course:** School Bus Endorsement
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for School Bus Endorsement Theory. This course meets the requirements for anyone seeking a School Bus (S) endorsement. This curriculum applies to drivers who expect to operate a “school bus” as defined in § 383.5. Students will learn essential knowledge and practical skills required for safe and compliant operation of passenger carrying commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a school bus endorsement on their commercial driver’s license (CDL). BTW (Behind-the-Wheel) Instruction is *also a requirement* of ELDT and will have to be taken through *another* registered training provider that offers it.
 - **PRICE: \$69**
 - **Length:** 9 Modules
 - **Clock Hours:** 3 hours
 - **Credential Awarded:** Certificate of Completion
 - **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.

- **Course:** Hazardous Materials Endorsement
- **Description:** This program delivers comprehensive instruction in the federally mandated Entry-Level Driver Training (ELDT) curriculum for Hazardous Materials Endorsement Theory. This curriculum meets the requirements for drivers seeking a Hazardous Materials (H) endorsement to operate CMVs used in the transportation of hazardous materials as defined in § 383.5. Students will learn essential knowledge and practical skills required for safe and compliant

operation of hazardous material laden commercial motor vehicles, including online theory, and regulatory requirements. The program prepares students to meet all ELDT standards and to successfully pursue a hazardous material endorsement on their commercial driver's license (CDL).

- **PRICE: \$25**
- **Length:** 2 Modules
- **Clock Hours:** 3 hours
- **Credential Awarded:** Certificate of Completion
- **Graduation Requirements:** Successful completion of all curriculum components and passing scores (80%) on all program assessments and required examinations.

Academic Calendar:

- The ELDT online theory program offers open enrollment, allowing students to begin coursework at any time throughout the year. Students' progress at their own pace. However, students must complete their training program within 30 days of accessing the program link. The online learning platform is accessible 24/7, except during scheduled maintenance which will be communicated in advance. No campus holidays or breaks apply.
- Students may request an extension to their required completion by contacting the program at eldt@kellyandersongroup.com or by calling (417) 456-6365.

Admission Requirements (all programs):

- Minimum age 18
- Valid driver's license
- Reliable internet access and a device capable of streaming online course content

Additional Admission Requirements (Class B to A, All Endorsements)

- Proof of current CDL

Enrollment Procedures:

- Submit the online application form at www.kellyandersongroup.com
- Enter driver license information
- Receive confirmation of admission and payment instructions via email
- Pay the registration fee based on course selected through secure payment portal
- Access the online learning platform and start ELDT theory training

Tuition & Fees

- **Tuition:** \$25 - \$150.00 based on course selected
- **Fees:** No additional fees
- **Books & Supplies:** N/A
- **Payment Methods Accepted:** Credit or Debit card, PayPal
- **Minimum Payment Requirements:** 100% due at enrollment
- **Payment Plans:** Not available
- **Failure to Pay Repercussions:** Students are denied access to the on-line training until payment of tuition.

Cancellation, Dismissal, Withdrawal

- **Cancellation of Enrollment Prior to Commencement:** Students may cancel their enrollment in any ELDT online theory program any time prior to starting the on-line modules by submitting a cancellation request via email to eldt@kellyandersongroup.com. A full refund will be issued.
- **Dismissal from Program:** Students may be dismissed from the online program for violations of the code of conduct, academic dishonesty, or failure to participate in required online activities. Dismissal notifications will be sent to the student's registered email address. Refunds for dismissal after the program has been accessed will be processed according to the published refund policy.
- **Withdrawal from Enrollment:** Students may withdraw from the program at any time by submitting a written request via email to eldt@kellyandersongroup.com. Refunds for withdrawals after the program has started will be processed according to the published refund policy.

Refunds

- **Refunds for Cancellation:** Students have a three-day period, excluding Saturdays, Sundays, and holidays, after the student and school sign the enrollment agreement to cancel enrollment and receive a full refund of all monies paid **provided the online course modules have not been started by the student.**
- **Refunds for Dismissal or Withdrawal:** Prorated refund based on percentage of program completed.

Instructional Methods Utilized

- **Instructional Methods:** All ELDT theory instruction is delivered online through a secure learning management system. Students engage with interactive eLearning modules, digital reading materials, video lectures, and online assessments. Real-time instructor support is available via email or phone call, and all coursework is accessible remotely, allowing students to progress at their own pace. Students must have access to the internet through either a desktop computer, laptop, tablet or mobile phone.

Academic Evaluation Procedures

- **Grading Methods:** All assessments in the ELDT online theory program are graded electronically. Students must achieve a minimum score of 80% on each assessment to demonstrate mastery of the required material and advance through the curriculum.
- **Measures of Satisfactory Academic Progress:** To maintain satisfactory academic progress, students must complete all required modules and assessments with a passing score of at least 80%. Students may retake modules as many times as necessary to achieve the 80% score. Students have 30 days after accessing the on-line modules to complete the program. The school will notify students who have not accessed the modules within 25 days of enrollment or if they have not completed at least 75% of all required modules, that they may be in danger of not completing their program by the deadline. Students who fail to access their modules or to complete them after 30 days will be dismissed from the program.
- Students who are dismissed due to failure to complete the program during the specified timeframe may be readmitted upon approval by contacting the program at eldt@kellyandersongroup.com.
- **Barriers to Academic Success:** Students experiencing difficulties with course content or assessments have access to support via email or phone. Technical support is also available to

resolve access or platform issues. Additional resources, such as study guides and review sessions, are provided to help students succeed.

Student Attendance Requirements

- **Student Attendance Requirements:** As an online-only program, attendance is measured by course completion. However, students will be notified at the 25-day mark if the modules have not been accessed or if at least 75% of the required modules have not been completed.

Code of Conduct

- Students must conduct themselves with integrity and professionalism in all online interactions.
- Respectful and courteous communication is required in discussion forums, emails, calls, and all virtual settings.
- Academic honesty is expected; plagiarism, cheating, or misrepresentation of work is strictly prohibited.
- Students must comply with all program policies, and technical requirements.
- Any form of harassment, discrimination, or disruptive behavior in the online environment will not be tolerated.

Dress Code

- As an online-only program, there is no specific dress code required for participation in the ELDT theory training. However, students are expected to maintain professionalism in any video conferences or virtual meetings by dressing appropriately for an educational setting.

Progressive Discipline Procedures for Violations of Policies

- **Written Warning:** The student receives an email detailing the nature of misconduct or policy violation and expectations for future behavior. Subsequent policy violations may result in dismissal from the program.

Grievance Procedures

- Students may submit grievances by sending a detailed written statement via email to the Online Student Services Coordinator at eldt@kellyandersongroup.com. All grievances will be reviewed promptly, and a written response provided within 5 business days. If the issue is not resolved to the student's satisfaction, the grievance may be escalated to the Program Director for further review. The Program Director will review the grievance and provide a resolution within 5 business days.
- If the student is dissatisfied with the resolution offered by the Program Director, the student may contact the Missouri Department of Higher Education and Workforce Development at (573) 751-2361, Option 1, and ask for information on filing a formal grievance against the school.
 - The Department's authority and jurisdiction is limited to violations of the published policies of the school and the Proprietary School Certification Program regulations.

General Graduation Requirements

- Successful completion of all required online ELDT theory modules
- Achieving a minimum score of 80% on all program assessments

Transfer Credit & Academic Requirement Substitutions

- **Transfer Credit Policy:** Due to the specific federal and state requirements of the online ELDT theory program, transfer credit from other institutions is not accepted. All Kelly Anderson Group students must complete the full ELDT theory curriculum through Kelly Anderson Group, Inc. to ensure compliance with Federal Motor Carrier Safety Administration, State Department of Transportation, and Department of Revenue Licensing standards.
- **Academic Requirement Substitutions:** Academic requirement substitutions are not permitted for the ELDT theory program, as all students must complete the standardized curriculum in its entirety.

Transcript Procedures

- Students may request official transcripts by submitting an e-mail to eldt@kellyandersongroup.com or calling the Student Services Coordinator. Each transcript request must include the student's full name and program completion date for verification. Official transcripts will be delivered electronically via secure email or mailed upon request. There is no charge for a transcript.