

## **Motor Vehicle Division Information Memo # 21-14 – revised 9.22.21**

### **2021 Legislation – Online CDL Renewal**

**ORIGINALLY ISSUED:** May 10, 2021  
**REVISION DATE:** September 22, 2021  
**FROM:** MVD Policy & Compliance Team  
**TO:** All Motor Vehicle Division staff, Iowa County Treasurers and County Treasurer’s staff that issue driver’s licenses and nonoperator’s identification cards.

#### **SUBJECT**

This informational memo explains legislation enacted during the 2021 legislative session which authorizes the department to renew certain commercial driver’s licenses (CDL) online through our myMVD website and is most applicable to staff who assist CDL customers.

#### **SUMMARY**

House File 280 authorizes renewal of certain CDLs online through myMVD and most CDL holders who are able to meet the current criteria to renew a noncommercial driver’s license online will be eligible to renew their CDL online once the programming is completed.

However, a customer holding a Haz Mat or Combination tank/Haz Mat endorsement or who holds a commercial learner’s permit (CLP) will not be eligible to renew through myMVD. This is because a customer who has a Hazmat or Combination tank/Hazmat endorsement is required to retake the Hazardous materials knowledge test at each renewal and CLPs are already issued for their maximum validity period of one year (and thus cannot be renewed).

**The legislation has an immediate effective date authorizing online CDL renewals, but will not be implemented until the programming changes have been completed, on September 22, 2021.**

#### **LINK TO LEGISLATION**

<https://www.legis.iowa.gov/docs/publications/LGE/89/HF280.pdf>

#### **CURRENT**

Under current law, no CDLs can be renewed online through myMVD, rather a customer’s only option to renew a CDL is to appear in-person at a driver’s license service center or county location.

#### **NEW**

As mentioned above, the legislation allows a customer to renew their CDL online through myMVD as long as the customer can meet the current criteria to renew a noncommercial driver’s license online and does not hold a Hazmat or Combination tank/Hazmat endorsement or a CLP. A customer who certifies to non-accepted interstate driving will also be required to have a valid medical certificate on file with the department before they may move forward with the renewal transaction on myMVD.

#### **BUSINESS IMPACT**

This legislation does not require DOT or county staff who renew CDLs to perform any new actions. Rather, we want you to be aware that online CDL renewal will be an option for most CDL customers once the programming is complete. The programming to allow online CDL renewals through myMVD will be ready on September 22, 2021.

Our website, administrative rules, and public materials, including the CDL renewal reminder postcard, have been updated to reflect the fact that CDL holders are now eligible for online renewal (with some restrictions).

## QUESTIONS AND ANSWERS

The following questions and answers provide additional information to you and to customers.

### WHAT ARE THE CRITERIA A CUSTOMER MUST MEET TO RENEW THEIR CDL ONLINE?

The eligibility criteria for online CDL renewal includes the standard eligibility criteria for renewing a non-commercial driver's license online in addition to some CDL-specific restrictions. Here is a list of the eligibility criteria for online CDL renewal, which will be published on our website in addition to being included in a new administrative rule:

- Must be at least 21 but not yet 70 years of age\*
- Must have completed a satisfactory vision screening or report at the last renewal
- Must have updated their photo at the last issuance or renewal
- CDL must not have been expired for more than one year (366 days or more)
- Must be an Iowa resident and U.S. citizen
- Must not have a DL marked "valid without photo"
- Must not be changing name, date of birth, sex, endorsements, or restrictions (except that CDL holders switching their self-certification may add or drop a "K" intrastate-only restriction, depending on their self-certification)
- Must not be subject to a pending re-examination
- Must not have restrictions G (no driving when headlights required), J (restrictions on back of card), T (medical report required at renewal), Q (no interstate/freeway driving), or R (max speed 35 mph)
- CDL ONLY: must not have endorsement H (hazmat) or X (tank/hazmat) or restriction 3 (CLP)
- CDL ONLY: if the applicant self-certifies to non-excepted interstate, they must have a medical certificate filed with the DOT.

The new administrative rule 761-605.25(8) containing these requirements will officially go into effect on November 10, 2021.

*\*Individuals between the ages of 18 and 20 can access the CDL online landing page but are not permitted to renew online until they turn age 21.*

### HOW MAY A CUSTOMER WHO SELF-CERTIFIES TO NON-EXCEPTED INTERSTATE DRIVING SUBMIT A NEW MEDICAL CERTIFICATE TO US?

A customer who self-certifies to non-excepted interstate driving must have a valid medical certificate on file with us to proceed with renewing online through myMVD. The customer will have the same options they have today to submit a valid medical certificate to us, including by drop-off, fax, mail, and email. The customer will not have the ability to scan and submit the medical certificate as part of the online renewal, but will instead need to submit the medical certificate through one of the traditional methods used today and then can go back to myMVD to process their online renewal. ***This means that customers seeking a nonexcepted interstate CDL through the online renewal process must already have a valid, unexpired certificate on file, or they must submit their new CDL medical certificate at least 10 days prior to attempting the online renewal.***

**MAY A CUSTOMER CHANGE THEIR SELF-CERTIFICATION AS PART OF THE ONLINE RENEWAL PROCESS?**

Yes, a customer may change the type of driving they self-certify to as part of the online renewal process. If a customer changes their self-certification to non-excepted interstate driving, the system will automatically check to see if the customer has a valid medical certificate on file. If the customer does not have a valid certificate on file, the system will alert them that they need to submit a valid medical certificate and allow time for processing before the customer may go back to myMVD to process their online renewal.

**IS THERE ANY REASON A CUSTOMER WOULD BE LOCKED OUT OF THE ONLINE CDL RENEWAL PROCESS?**

Yes, a customer who answers questions a certain way during the online process will be told they cannot proceed with online CDL renewal, and their myMVD account will not allow them to proceed unless overridden by MVD staff. For instance, if a customer marks “yes” to the question of whether they have physical or mental conditions that would impact their driving, they will not be allowed to proceed or make another attempt at renewing online. This is to ensure the integrity of the online renewal process.

If you receive a question from a customer who believes they are locked out of myMVD, please send their information to Amanda Daughenbaugh or the ACE team who will determine if we can unlock their account and allow them to proceed.