



June 1, 2018

To Electrical Contractors

Fm Byron McCain

Re Electrical Training classes

**Electrical Level 1 August 22nd**

We have Craft Training Board funding that will provide a small offset of tuition for up to 10 students for this class.

**Electrical Level 2 August 8<sup>th</sup>**

Many companies have hired students who completed level 1 training in the secondary school programs in the area last year and this year. This is the class they need to enter to stay on schedule for training.

**Electrical Level 3 August 21<sup>st</sup>**

I have been asked about former students reentering training in this class, as well as advance placement for students who have completed 2 levels of training in a secondary school program. We are more than willing to advance place based on prior training. I have learned that we need to test student knowledge prior to entering level 3 to be certain the student is ready for level 3 training. If you have an employee who wants to enter in level 3 we will schedule testing during the 2<sup>nd</sup> week of August. If results are positive they start in level 3, if not you have the option of putting them in the level 2 class that is starting on the 8<sup>th</sup> with them only having missed a couple of classes....that are easy to make up.

**Electrical Level 4 August 6<sup>th</sup>**

**TO DO**

- Please have all new level one students come to the training center by July 26<sup>th</sup> to complete an application and take the math test. If they come in that early and need help with math (most do) then they have the chance to participate in math refresher classes on July 31<sup>st</sup>, August 7, 14, 21. We know they need to come after work, but they need to try and be here by 4:00 to allow at least an hour to work on the test.
- Students entering level 2 need to come in and complete an application in late July and BRING with them copies of the NCCER documentation showing what they completed (certificate or NCCER transcript).
- All students are required to provide the following. The new ones need to start getting the stuff together. Copy of: Birth Certificate, SS Card, Driver's license, High school diploma or GED. We have been too lenient in the past...we still have students who entered training months ago who just seem to not be able to give us this documentation. Only a few.

**Questions: Call 205-956-0146**