



Construction Careers Academy

9411 Military Drive West
San Antonio, Texas 78251

Registered Apprenticeship Employment Application.
Log# _____

Applicant

Apprenticeship Applied for: _____ **Date Available:** _____

Applicant Information

Name (Last, First, Middle) and Address

*Social Security Number - - -

(No., Street, City, State, Zip Code, Telephone Number)

- a. Ethnic Group (Mark one)
 - Hispanic or Latino
 - Not Hispanic or Latino
- b. Race (Mark one or more)
 - American Indian or Alaska native
 - Asian
 - Black or African American
 - Native Hawaiian or other, Pacific Islander
 - White

Date of Birth (Mo., Day, Yr.)

Sex (Mark one)
 Male Female

Pre-Apprenticeship Status (Mark one) Existing Student

Education

High School: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Diploma: _____

College: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

Technical/Other: _____ Address: _____

From: _____ To: _____ Did you graduate? YES NO Degree: _____

References

Please list two professional references.

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Full Name: _____ Relationship: _____

Company: _____ Phone: _____

Address: _____

Previous Employment

Company: _____ Phone: _____

Address: _____ Supervisor: _____

Job Title: _____ Starting Salary: \$ _____ Ending Salary: \$ _____

Responsibilities: _____

From: _____ To: _____ Reason for Leaving: _____

May we contact your previous supervisor for a reference? YES NO

I request an evaluation and credit for my previous experience as indicated below YES NO

<input type="checkbox"/> NCCER Core - 60 hrs.			
<input type="checkbox"/> OSHA 10 hr.			
Carpentry I Modules completed:	Carpentry II Modules completed:	Electrical/HVAC I Modules completed:	Electrical/HVAC II Modules completed:
<input type="checkbox"/> 27101-06 Orientation to the Trade	<input type="checkbox"/> 27201-13 Commercial Drawings 20 hrs.	<input type="checkbox"/> 26101-14 Orientation to the Electrical Trade 3 hrs.	<input type="checkbox"/> 26201-14 Alternating Current 10 hrs.
<input type="checkbox"/> 27102-06 Building Materials, Fasteners, and Adhesives 20 hrs.	<input type="checkbox"/> 27205-13 Cold-Formed Steel Framing 10 hrs.	<input type="checkbox"/> 26102-14 Electrical Safety 10 hrs.	<input type="checkbox"/> 26202-14 Motors: Theory and Application 20 hrs.
<input type="checkbox"/> 27103-06 Hand and Power Tools 10 hrs.	<input type="checkbox"/> 27204-13 Exterior Finishing 20 hrs.	<input type="checkbox"/> 26103-14 Introduction to Electrical Circuits 8 hrs.	<input type="checkbox"/> 26203-14 Electrical Lighting 25 hrs.
<input type="checkbox"/> 27104-06 Reading Plans and Elevations	<input type="checkbox"/> 27203-13 Thermal and Moisture Protection 10 hrs.	<input type="checkbox"/> 26104-14 Electrical Theory 8 hrs.	<input type="checkbox"/> 26204-14 Conduit Bending 15 hrs.

<input type="checkbox"/> 27105-06 Floor Systems 20 hrs	<input type="checkbox"/> 27202-13 Roofing Application 20 hrs	<input type="checkbox"/> 26105-14 Introduction to the National Electrical Code ® 28 hrs.	<input type="checkbox"/> 26205-14 Pull and Junction Boxes 15 hrs.
<input type="checkbox"/> 27106-06 Wall and Ceiling Framing 20 hrs.	<input type="checkbox"/> 27208-13 Doors and Door Hardware 10 hrs.	<input type="checkbox"/> 26106-14 Device Boxes 10 hrs.	<input type="checkbox"/> 26206-14 Conductor Installations 10 hrs.
<input type="checkbox"/> 27107-06 Roof Framing 30 hrs.	<input type="checkbox"/> 27206-13 Drywall Installation	<input type="checkbox"/> 26107-14 Hand Bending 10 hrs.	<input type="checkbox"/> 26207-14 Cable Tray 10 hrs.
<input type="checkbox"/> 27108-06 Introduction to Concrete & Reinforcing Materials	<input type="checkbox"/> 27207-13 Drywall Finishing 10 hrs.	<input type="checkbox"/> 26108-14 Raceways and Fittings 30hrs.	<input type="checkbox"/> 26208-14 Conductor Termination and Splices 10 hrs.
<input type="checkbox"/> 27109-06 Windows & Exterior Doors	<input type="checkbox"/> 27209-13 Suspended Ceilings 10 hrs.	<input type="checkbox"/> 26109-14 Conductors and Cables 20 hrs.	<input type="checkbox"/> 26209-14 Grounding and Bonding 14 hrs.
<input type="checkbox"/> 27110-06 Basic Stair Layout 10 hrs.	<input type="checkbox"/> 27210-13 Window,Door, Floor, and Ceiling Trim 20 hrs.	<input type="checkbox"/> 26110-14 Basic Electrical Construction Drawings 8 hrs.	<input type="checkbox"/> 26210-14 Circuit Breakers and Fuses 15 hrs.
	<input type="checkbox"/> 27211-13 Cabinet Installation 21 hrs.	<input type="checkbox"/> 26111-14 Residential Electrical Services 10 hrs	<input type="checkbox"/> 26211-14 Control Systems &Fundamental concepts 25 hrs.
		<input type="checkbox"/> 26112-14 Electrical Test Equipment 5 hrs.	
Plumbing I Modules completed:	Plumbing II Modules completed:	Construction Tech Modules completed:	
<input type="checkbox"/> 02101-12 Introduction to the Plumbing Profession 12 hrs.	<input type="checkbox"/> 02201-13 Plumbing Math Two 12 hrs.	<input type="checkbox"/> Safety and Health 25 hrs.	
<input type="checkbox"/> 02102-12 Plumbing Safety 12 hrs.	<input type="checkbox"/> 02202-13 Reading Commercial Drawings 12 hrs.	<input type="checkbox"/> Industrial Rigging Principle/Practices 30 hrs.	
<input type="checkbox"/> 02103-12 Tools of the Plumbing Trade 16 hrs.	<input type="checkbox"/> 02203-13Structural Penetrations, Insulation and Fire-Stopping 16 hrs.	<input type="checkbox"/> Practical Math 50 hrs.	
<input type="checkbox"/> 02104-12 Introduction to Plumbing Math 12 hrs.	<input type="checkbox"/> 02204-13 Installing and Testing DWV Piping 10 hrs	<input type="checkbox"/> Concrete Formwork 100 hrs.	
<input type="checkbox"/> 02105-12 Introduction to Plumbing Drawings 12 hrs.	<input type="checkbox"/> 02205-13 Installing Roof, Floor, and Area Drains 10 hrs.	<input type="checkbox"/> Basic Blue Print Reading 80 hrs.	
<input type="checkbox"/> 02106-12 Plastic Pipe and Fittings 10 hrs.	<input type="checkbox"/> 02206-13 Installing and Testing Water Supply Piping 20 hrs.	<input type="checkbox"/> First Aid 32 hrs.	
<input type="checkbox"/> 02107-12 Copper Tube and Fittings 16 hrs.	<input type="checkbox"/> 02207-13 Types of Valves 10 hrs.	<input type="checkbox"/>	
<input type="checkbox"/> 02108-12 Cast-Iron Pipe and Fittings 16 hrs.	<input type="checkbox"/> 02208-13 Installing Fixtures and Valves 10 hrs.	<input type="checkbox"/>	

<input type="checkbox"/> 02109-12 Carbon Steel Pipe and Fittings 16 hrs.	<input type="checkbox"/> 02209-13 Installing Water Heaters 10 hrs.	<input type="checkbox"/>
<input type="checkbox"/> 02110-12 Introduction to Plumbing Fixtures 20 hrs.	<input type="checkbox"/> 02210-13 Basic Electricity 10 hrs.	<input type="checkbox"/>
<input type="checkbox"/> 02111-12 Introduction to Drain,Waste,and Vent (DWV) Systems 20 hrs.	<input type="checkbox"/> 02211-13 Fuel Gas and Fuel Oil Systems 16 hrs.	<input type="checkbox"/>
<input type="checkbox"/> 02112-12 Introduction to Water Distribution Systems 14 hrs.		<input type="checkbox"/>

Prerequisites for Program

For Varification:

- Attendance Records check
- Academic Records check
- NCCER Core completed check
- OSHA 10 hr. check
- Discipline records check

Student Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature: _____ Date: _____

Parent Permission Disclaimer for Application

Apprenticeship standards and application materials have been made available prior to Open Application Window.

Parent/Guardian approves the applicant to complete registration in the Apprenticeship program and TDLR as part of the registration process.

Signature

Date



Appendix D

QUALIFICATIONS AND SELECTION PROCEDURES

ADOPTED BY

Northside Independent School District and Construction Careers Academy

**DEVELOPED IN COOPERATION WITH THE
U.S. DEPARTMENT OF LABOR
OFFICE OF APPRENTICESHIP**

APPROVED BY: _____
REGISTRATION AGENCY

DATE APPROVED: _____

The certification of this selection procedure is not a determination that, when implemented, it meets the requirements of the Uniform Guidelines on Employee Selection Procedures (41 CFR § 60-3) or 29 CFR § 30. Note that selection procedures may need to be modified to provide reasonable accommodations to qualified individuals with disabilities.

This Page Intentionally Left Blank

SECTION I - MINIMUM QUALIFICATIONS

Applicants will meet the following minimum qualifications. These qualification standards and the score required for any standard for admission to the applicant pool must be directly related to job performance, as shown by a statistical relationship between the score required for admission to the pool and performance in the apprenticeship program:

A. Age

Apprentice must not be less than 16 years of age upon being accepted into the apprenticeship program.

B. Education

Applicant must have completed their Freshman year of high school and must have a satisfactory standardized test score, and have maintained at least a "C" average in core subjects (English, math, science, and social studies) throughout middle school.

C. Physical

Applicants will be physically capable of performing the essential function of the apprenticeship program, with or without a reasonable accommodation, and without posing a direct threat to the health and safety of themselves and others.

SECTION II - APPLICATION PROCEDURES

- A. Applicants will be accepted two times a year, once at the end of the first and second semester. Every person requesting an application will have one made available upon completion of required certifications and acceptable academic performance.
- B. All applications will be identical in form and requirements. Each applicant will complete:
 - a. An application for an apprenticeship card through TDLR (Texas Department of Licensing and Regulation) as part of the application process.
 - b. Associated fees for the apprenticeship application will be paid for by Construction Careers Academy as long as it is during application acceptance periods.
 - c. Applications will be logged and numbered to account for all applicants and maintained until final disposition.
 - d. Apprenticeship applications will permit the identification of race, ethnicity, sex and any other required information in accordance with Title 29 CFR Part 29.
- C. Before completing the application, each applicant will be required to review the Apprenticeship Standards and will be provided information about the program. If the applicant has any additional questions on the qualifications or needs additional information to complete the application, it will be provided by the sponsor.

SECTION III - SELECTION PROCEDURES

Northside Independent School District and Construction Careers Academy will adhere to the following selection procedures:

The sponsor may select apprentices by any other method, including its present selection method, provided that the sponsor meets the requirements listed in 29 CFR § 30.5(b)(4).

- a. Admission is based on the following criteria: career interest, satisfactory attendance, satisfactory conduct (citizenship marks on report cards and office referrals to Vice Principal's office are considered), satisfactory standardized test scores, and at least a "C" average in core subjects (English, math, science, and social studies) in middle school.
- b. Please note that copies of middle school discipline records will be reviewed by Construction Careers Academy administrators. Students who meet the criteria will be admitted to the lottery pool. Once a lottery pool has been established from the applications that meet the initial criteria, the lottery will be conducted. Selections from the qualified applications are random. At the end of each semester, grades, conduct, attendance and test scores will be reviewed and selection/admission may be revoked if all are not satisfactory. Students included in the lottery pool but not selected in the initial lottery will remain in the pool that will be used to fill additional spots as openings occur.
- c. Admission to Construction Careers Academy is only open to students residing within the boundaries of Northside Independent School District.
- d. Construction Careers Academy is only open to students residing within the boundaries of Northside Independent School District. Applicant, their Parent or guardian, Counselor, and Principal must approve of the students selection into the apprenticeship program.; Authorized school officials should submit any information or extenuating circumstances regarding the students attendance, grades, conduct, discipline referrals, or any other special circumstances of which the Admissions Committee should consider for acceptance or non-acceptance into the school to apprenticeship program.
- e. Students will be informed of tentative acceptance or non-acceptance by approximately March of each calendar year. Acceptance is tentative until Construction Careers Academy reviews the applicant's final report card, citizenship reports, discipline records, and test scores. If any of these reports are unsatisfactory, the applicant will not be admitted to Construction Careers Academy.
- f. Prior to full registration into the school-to apprenticeship program, the student parent or guardian must sign the U.S. Department of Labor, ETA Form 671, Apprenticeship Agreement to authorized the student's participation in Northside Independent School District and Construction Careers Academy school-to-apprenticeship program.