



Brevard
Electrical Apprenticeship
Training Program



TIPS & INFORMATION for NEW STUDENTS

PLEASE DO NOT visit any Eastern Florida State College campus to inquire about the electrical apprenticeship program.

Our office is not located on any campus.

BEATP is not affiliated with Eastern FL State College.

Please fill out the contact form on the website or call our office to set up an application appointment.

****Students should contact the office to set an appointment to fill out the application paperwork.****

During the application process, students will receive more information as to how the program works and student requirements.

Students will also be given a current member-contractor list. BEATP does not promise or provide employment. BEATP will assist the student as much as possible, but student is required to contact contractors to request an interview for employment.

***TIP #1** ~ Click on the FAQs button the Home Page = Read the "FAQs".

***TIP #2** ~ Students serious about education and employment in the electrical trade should sign up for the program approximately before June 25th. Waiting until after that date is considered "last minute" and chances of finding employment is slim.

It is recommended that unemployed students sign up early, in order to have more time for seeking employment.

***TIP #3** ~ Employed students have until mid-July (*usually about July 10th*) to sign up with the program. However, waiting that long means you may not obtain credit for all your previous job hours. The sooner you sign up, the sooner you begin earning work hour credits even BEFORE you begin attending class in August.

www.electricalapprenticeship.org

Mon-Thurs: 9-5 and Fri: flexible, please call ahead



BREVARD ELECTRICAL APPRENTICESHIP TRAINING PROGRAM

700 N. Wickham Road, Ste. 108

Melbourne, FL 32935

Office: 321-254-0492

info@electricalapprenticeship.org

August _____
Tues or Thurs **YR 1**
6:00pm – 11:00pm

Reg Fee \$30

Book \$ _____

Total \$ _____

Due in May

Students will also need to own a tablet or laptop & have a Chrome internet browser in order to access internet homework & exams.

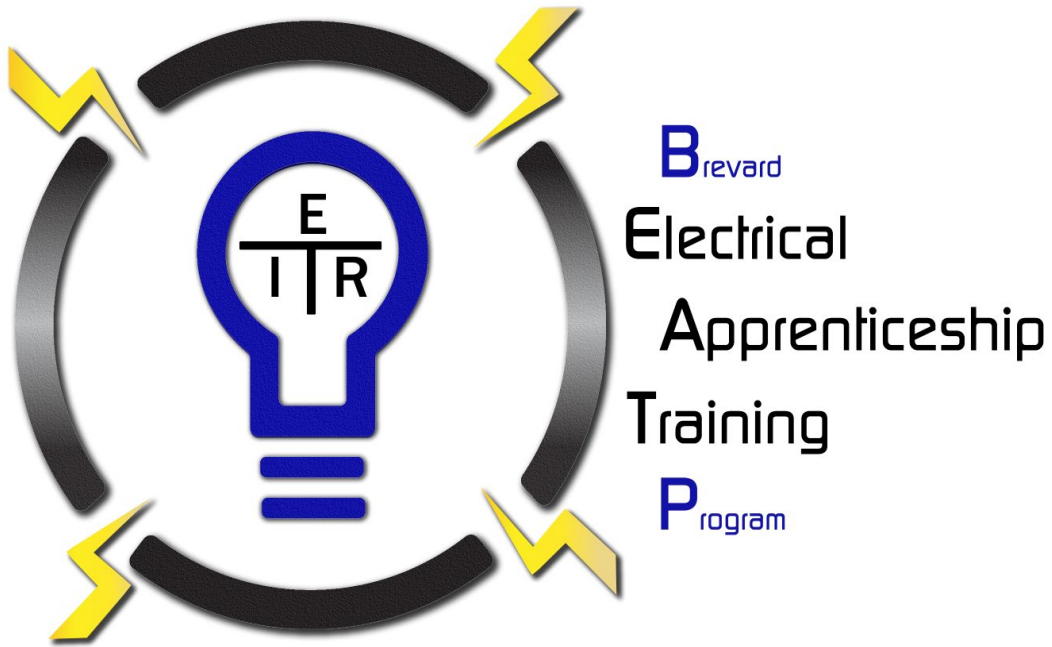
Student Rules and Policies

- No smoking or food/beverages in the classrooms or lab.
 - Alcoholic beverages/drugs are not permitted on campus or inside classrooms.
 - Firearms are not permitted on campus or inside classrooms.
- Students are to be properly attired, including shirt and footwear. Also, students need to be prepared for the classes with books, paper and pen/pencil.
- Attendance in class will be documented by the students' signature on the sign in sheet.
- Students who leave class before the dismissal by the Instructor will be considered absent for the entire evening, unless given special permission by the Instructor.
- Acceptable absentee excuses require documented proof of reason. Bring absentee excuse to next class or fax it into our office @ (321) 254-6946. **We allot 2 TOTAL absences per term (explained or unexplained). A 3rd absence will be reviewed by the committee, but will most likely mean dismissal from the program.**
 - Letter ON COMPANY LETTERHEAD from your employer stating you had to work, or if you were on vacation.
 - Doctor's note if you or a family member are sick.
 - Copy of military training notice, wedding invitation or funeral notice.
 - Special permission given by Instructor, Program Coordinator or Committee Member.
 - Turn in all explained absentee notes as soon as possible to the Instructor or Program Coordinator.
- Quizzes which are missed with the approval of the instructor can be made up by arrangement with the instructor. It's the student's responsibility to inquire about this before the term ends.
 - A zero grade ("F") will be recorded for any quizzes missed and not made up prior to the end of term.
- Students may be dismissed from the Program by Committee action for any of the following reasons:
 - By exceeding 2 absences (explained or unexplained), a student may be DISMISSED** from the program or called in for a meeting with the BEATP President to determine continued status of student.
 - Violation of the published Standards of Apprenticeship for the Brevard Electrical Apprenticeship Training Program. (Standards are at the BEATP office & offered to every student to read when signing up for class.)
 - Failing Grades. (Lowest passing score is 70 = C, a D will mean a repeat of that term. Students can repeat ONE term without payment. If repeating more than one term, the student will need to pay for the term.)
 - Not turning in OJT forms as required once a month = **1st wk of EVERY month.**
 - Working for a non-member contractor.
 - No weapons, disruptive conduct or threatening behavior is permissible.
- OJT WORKSHEETS **MUST** be submitted monthly. This is a program requirement. 2,000 hours/year are required for grades, annual rate increases and the graduation certificates from the State of Florida, Atlantic Technical school in Broward County and BEATP. As stated above, lack of submitted OJT forms makes a student eligible for termination from the program. (OJT = On-the-Job-Training)
- If you find yourself temporarily out of a job, **KEEP COMING TO CLASS.** We have a list of contractors that are currently members of our organization. **CALL OUR OFFICE IF YOU ARE HAVING TROUBLE FINDING A JOB.** We may know who is hiring. Students must have their employer/contractor complete and send to the BEATP office an "Apprentice Employment Status Report" in order to receive OJT credit.
*****As stated above, working for a non-member contractor is not allowed and may result in a student being terminated from the program.*****
- It is the students' responsibility to withdraw from classes or they will receive an "F" for each course they are registered for.

OJTs:

2 months behind = dismissed from class

3 months behind = dismissed from the program



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