Brevard Electrical Apprenticeship Training Program

TIPS & INFORMATION FOR NEW STUDENTS

DO NOT visit any Eastern Florida State College campus to inquire about the electrical apprenticeship program. BEATP holds classes at the Palm Bay campus of EFSC, but is not affiliated with EFSC. Please fill out the contact form on the website or call our office to set up an application appointment.

Students should 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.

Please see the Rules & Policies below for more detailed information.

*TIP #1 ~ Students serious about education and employment in the electrical trade should sign up for the program approximately before June 15th. 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 #2 ~ Employed students have until the end of July 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.

Student Rules and Policies

1. No smoking or food/beverages in the classrooms or lab.
   - Alcoholic beverages/drugs are not permitted on any EFSC campus.
   - Firearms are not permitted on any EFSC campus.

2. 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.

3. Attendance in class will be documented by the students' signature on the sign in sheet.

4. 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.

5. Acceptable absentee excuses require documented proof of reason. Bring absentee excuse to next class or fax it into our office @ (321) 254-6946.
   - Letter ON COMPANY LETTERHEAD from your employer stating you had to work.
   - Doctor's note.
   - Special permission given by Instructor.

6. Quizzes which are missed because of an excused absence 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 *("F")* will be recorded for any quiz missed and not made up.

7. Students may be dismissed from the Program by Committee action for the following reasons:
   A. **After 3 absences** *(excused or unexcused)*, student may be called in for a meeting with the BEATP President to determine continued status of student.
   B. Violation of the published Standards of Apprenticeship for the Brevard Electrical Apprenticeship Training Program.
   C. Failing Grades. *(Lowest passing score is 70 = C, a D will mean a repeat of term)*
   D. Not turning in OJT sheets as required once a month = **1st wk of EVERY month.**
   E. Working for a non-member contractor.
   F. No weapons, disruptive conduct or threatening behavior is permissible.

8. 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, BCC and BEATP. Lack of submitted OJT sheets make you eligible for termination from the program. *(OJT = On-the-Job-Training)*

9. 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 will 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 credit.

   *****Working for a non-member contractor is not allowed and may result in students' termination from the program.*****

10. **It is the students' responsibility to withdraw from classes or they will receive an "F" for each course they are registered for.**