



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 and program are NOT affiliated with EFSC.**

Please fill out the contact form on the website "Contact" page or call our office to set up an "Application Appointment".

**\*\* Students should set an "Application Appointment" with the office to fill out the application paperwork. \*\***

*There is a "partial application" on the Contact page of the website. Completing this will lessen the time of your appointment.*

During the application process, students will receive more information as to how the program works, student requirements and answer any questions the individual(s) might have.

Students will also be given a current member-company 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 red questions box above the contact form on the Contact page of the website and read the Q & A's.

**\*TIP #2 ~** Read the Rules & Policies below for more information.

**\*TIP #3 ~** Students serious about education and employment in the electrical trade should sign up for the program approximately before June 15<sup>th</sup>. Waiting until after that date is considered "last minute" and chances of finding employment is slim.

It is recommended that unemployed students sign up as soon as possibly in order to have more time for seeking employment.

**\*TIP #4 ~** Employed students have priority to class seating. However, IF seats have been filled, then registration will end earlier for everyone.

The sooner you sign up, the sooner you can begin earning work hour credits even BEFORE you begin attending class in August.

[www.ElectricalApprenticeship.org](http://www.ElectricalApprenticeship.org)

Mon – Thurs, 9am – 5pm

*Fridays are flexible ~ please call ahead as the office may be closed.*

## Student Rules and Policies



1. No smoking or vaping, and no food or beverages inside the classrooms or lab areas.
  - Alcoholic beverages and drugs are not permitted on any BEATP campus.
  - Firearms are not permitted on any BEATP 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 student's 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 to our office @ (321) 254-6946. We allot 2 TOTAL absences per term whether excused or unexcused.
  - 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 wedding invitation or funeral notice.
  - Special permission given by Instructor, Program Coordinator or Committee Member.
6. Many exams are closed book. Any exams that are missed because of an excused absence may be made up by arrangement with the instructor. It is the student's responsibility to inquire about this before the term ends.
  - A missing grade for any exam may result in failing the entire term. All exams must have a grade.
7. Students may be dismissed from the Brevard Electrical Apprenticeship Training Program by committee action for the following reasons:
  - A. **After 2 absences** (excused or unexcused), student may be called in for a meeting with the BEATP President and/or BEATP Committee to determine continued status of student.
  - B. Violation of the Standards of Apprenticeship for the Brevard Electrical Apprenticeship Training Program.
  - C. Failing Grades. (Lowest passing score is "70 = C". A "D" will mean a student needs repeat of term.)
  - D. Not turning in OJT sheets as required once a month = **1<sup>st</sup> week of EVERY month.**  
(OJT=On the Job Training)  
**2 months behind can mean dismissal from class, which counts as an absence. (See "A" above.)**  
**3 months behind can mean dismissal from the program.**
  - E. Working for a non-member employer is not allowed by the State or the program.
  - F. No weapons, disruptive conduct or threatening behavior is permissible.
8. OJT WORKSHEETS **MUST** be submitted monthly. 2,000 hours/year are required for grades, annual rate increases and the graduation certificates from the State of Florida, the sponsoring school, and BEATP.
9. If you find yourself temporarily out of a job, KEEP COMING TO CLASS. We have a list of employers that are current members of our organization. CALL OUR OFFICE IF YOU ARE HAVING TROUBLE FINDING A JOB. We may know if a company is hiring. Students must have their employer complete and send to the BEATP office an "Apprentice Employment Status Report" in order to receive credit for their work hours.  
\*\*\*Again ~ working for a non-member employer is not allowed and may result in  
A student's termination from the program.\*\*\*
10. It is the students' responsibility to withdraw from classes if they want to leave the program, otherwise they will receive an "F" grade for quitting with no notice.



[www.ElectricalApprenticeship.org](http://www.ElectricalApprenticeship.org)

**Please visit our website for additional information.**

Use the email form on the "Contact" page to email us and set up an "Application Appointment".

*Please do not just drop by the office because the office may be closed due to a meeting and that could be a waste of your time.*

(321) 254 – 0492

**Office hours: Mon–Thurs, 11am – 5pm**

*(Fridays are flexible, so please call ahead to verify that the office is open.)*

2-17-2026