I. MINIMUM ELIGIBILITY REQUIREMENTS & APPLICATION REQUIREMENTS TO BE CONSIDERED FOR A PIPE TRADES APPRENTICESHIP

REQUIREMENTS PRIOR TO FILLING OUT APPLICATION

- Must be 17 years of age to apply and 18 years of age by March, 2020
- Must be a High School Graduate or have earned a G.E.D. before you apply
- Must have passed one year of standard high school Algebra (GED meets requirement)

REQUIREMENTS - DAY OF APPLICATION

- Cashier’s Check or Money Order payable to JATC for $20.00 (non-refundable application fee)
- *Valid/current driver’s license or State issued ID card or valid/current Military I.D.
- Application must be completed in the Local 23 Training Department at 4525 Boeing Drive Rockford, IL 61109

REQUIREMENTS IMMEDIATELY AFTER APPLYING

- Transcripts must be submitted, with official seal, or faxed directly from your school or GED office to the training department and be received no later than January 10th, 2020.
- Completed Personal Experience Form (PEF), along with any trade-related training and experience-supporting documentation must be received no later than January 10th, 2020.

Failure to have required documentation submitted by January 10th, 2020 will disqualify applicants from the selection process.

Next Step

- Aptitude Test February 1st, 2020 Time TBD (see below)
- Interview for those who score above minimum, Date and Time TBD
- Ranking Letter by end of May see below

Track your application status through www.ualocal23.org apprenticeship opportunities tab using your application number.

If all of the above requirements are met within the specified time frames, successful applicants will be scheduled for the aptitude test on February 1st, 2020. Test time will be available on website along with a mailed/ emailed letter no later than January 13th.

If you do not receive a letter by January 17th contact training office or visit our website. Those scoring above minimum cut score will be notified of interview date and time via mail/email. Those scoring below the minimum cut score will be notified via mail/email that they failed to meet requirements and will be disqualified from the selection process. Interview, PEF, and test scores will be combined into a ranking number that will be mailed/ emailed by the end of March, 2020. If you interviewed and have not received a ranking letter by the end of March - contact the Training Department at 815-397-0342.

All applications must be submitted in person, an application number will be assigned at that time.
II. IF YOU ARE SELECTED AS AN APPRENTICE, THE FOLLOWING REQUIREMENTS SHALL APPLY:

A. **Drug Testing:** Selected applicants must appear at a time and place specified by the J.A.T.C. for drug testing. This drug testing will consist of urine and hair samples. Selected applicants must pass the drug test before they are officially accepted into the apprenticeship program. (Drug testing is not required prior to the interview.) Note: **Not appearing for the drug test on the scheduled date will be just cause for elimination from the selection process.**

B. **Physical Condition:** Applicants must be physically able to perform the duties of the trade with or without reasonable accommodation and without posing a direct threat to the health and safety of the individual or others.

C. **Drivers Responsibility:** Selected apprentices must provide a valid driver’s license and proof of insurability. (These documents are not required prior to the interview.)

D. Serve a 5-year apprenticeship. (Including a minimum of 1700 hours per year of on-the-job training.)

E. Report for work on time on a regular basis.

F. Provide transportation for yourself to and from the job site, work place or school.

G. Drive employer’s motor vehicles from shop to job site and perform job duties satisfactorily.

H. Work under direction of a Journeyman on the job site and perform job duties satisfactorily.

I. Attend related training as outlined in the **STANDARDS OF APPRENTICESHIP** and **APPRENTICE POLICIES**.

J. Pay an annual fee for use of textbooks & materials related to required classes.

K. Abide by all rules and meet all requirements as defined in the **STANDARDS OF APPRENTICESHIP** and **APPRENTICE POLICIES**.

L. Understand that work in the pipe trades can be seasonal due to weather conditions. You are not guaranteed 40 hours of work per week.

M. Report for 50 hour mandatory pre-employment training.

N. Complete 10 hour OSHA 10 training by deadline assigned.

---

All applications must be submitted in person, an application number will be assigned at that time.
Application Number: ________________  Date: ________________

Have you applied here before?  __Yes__ __No  If yes, list the last year in which you applied?  ______

Name: ________________________________________________________________

Last  ___________________________  First  ___________________________  Middle

Address: ____________________________________________________________

__________________________________________  __________________________________________

City  ____________  State  ____________  Zip Code  ____________

Will you be 18 years of age my March, 2020?  __Yes__ __No

Cell Phone #: _____ - _____ - _____  Alternate Phone #: _____ - _____ - _____

E-MAIL ADDRESS (required):

Supplemental Information:

The information below is being requested to comply with the regulations issued by the Equal Employment Opportunity Commission under provisions of Title VII of the Civil Rights Act of 1964. It will be kept confidential and used only in reports required by the Government.

Sex: _____ Male  _____ Female

Race or Ethnic Self-identification:

_____ American Indian/Alaskan Native  _____ Hispanic, Latino or Spanish Origin

_____ Black or African American  _____ Asian  _____ White  _____ Other

Have you ever been convicted of a felony?  ____Yes  ____No  
(Convictions will not necessarily disqualify you from employment.)
If yes, explain the conviction

______________________________________________________________

Are you currently employed?  _____ Yes  ____No  If yes, where: ________________________________

Do you have a valid driver’s license:  Yes ______  No ______

Applicants Name Printed: _________________________________________________________________

Applicants Written Signature: ____________________________________________________________

FORM #1-A

All applications must be submitted in person, an application number will be assigned at that time.
Statement of Understanding and Authorization for the Release of Information:

I understand that if any of the information provided by me is false or misleading or if any relevant information is not provided, my application will be rejected or if I have already entered the program, I may be dismissed without right of appeal.

I further understand that I am required to produce appropriate documentation to verify the claims I have made in this application and provide to the Local 23 JATC, or its agents no later than January 10th, 2020.

In addition, I hereby authorize, without reservation, any law enforcement agency, institution, information service bureau, school, employer, or reference contacted by the Joint Apprenticeship Program, or its agents, to furnish any information requested about me.

With my signature below, I give my consent for Local 23 JATC to share my information with Local 23 Signatory Contractors for possible employment opportunities.

_____ Yes, please share my information  _____ No, please do not share my information

Please check to request that your application be reviewed for placement greater than that of a 1st year apprentice, due to your experience and ability to produce undisputable documentation to verify that you have at least 4,000 hours of Pipe Trade related experience.

Applicants Name Printed: __________________________________________

Applicants Written Signature: ____________________________________________

FORM #1-B

All applications must be submitted in person, an application number will be assigned at that time.
Which Program are you applying for (chose one only)?
Plumber/Pipefitter ___ HVACR ___ (Service Technician)

Please choose one: _______ High School Graduate or _______ GED

Indicate Years of formal education completed:
Less than 10___, 10___, 11___, 12, __, 13___, 14___, 15___, 16___, 17___, 18, ___ More than 18___

Additional Education Background: ____________________________________________________________

Please list the Name of the High School or Learning Institution you graduated from:
_____________________________________________________________________________

Did you serve in the Military? ___Yes ___No

Length of Service: ______________ Discharge Date: ______________ Type of Discharge__________________

Which branch? ____ Army ____ Navy ____ Air Force ____ Marines ____ Other

How did you hear about Plumbers & Pipefitters Local 23? Please check all that apply:

__ Career/Job Fair
__ Community Group
__ CISCO
__ *Governmental Agency
__ Illinois Department of Employment
__ *Newspaper
__ *Religious Organization
__ * Other

* Please Specify Name or Organization____________________________________________________________

Plumbers & Pipefitters Local 23 Joint Apprenticeship Training Committee reserves the right to place the applicant with contractors that provide employment opportunities. The final placement of apprentices is made by the JATC.

Applicants Name Printed: _____________________________________________

Applicants Written Signature: ____________________________________________

FORM #1-C
By signing below, I hereby affirm I have been issued the following documents:

1. Pipe Trades Apprenticeship Application Form # 1-A
   - Aptitude Test Date information was provided

2. Pipe Trades Apprenticeship Application Form # 1-B

3. Pipe Trades Apprenticeship Application Form # 1-C

4. Pipe Trades Apprenticeship Application Form # 1-D

5. Pipe Trades Apprenticeship Application Personal Experience Form # (must be submitted to the training department by January 10th, 2020)

Checklist due by January 10th, 2020 (circle missing forms):

TRANSCRIPT ALGEBRA PERSONAL EXPERIENCE FORM

I also affirm I have been afforded ample time to read and complete the above forms and that any questions that I may have had, as to apprenticeship application requirements, have been explained to my satisfaction.

________________________________________  __________________________
Signature                                      Today’s Date

________________________________________
Printed Name

FORM #1-D