

Acceleration Course – Requirements and Information

Program Name	General Carpentry – Basic (Level 1) Apprenticeship In-school Training
Program Description	A Hands-on learning opportunity, where students begin their carpentry apprenticeship and earn their level 1 apprenticeship in-school training, leading to full-time employment with union employers.
Program Location, Address and Phone Number	College of Carpenters and Allied Trades – Joint Apprenticeship & Training Trust Fund Inc. 222 Rowntree Dairy Road, suite 2 Woodbridge, Ontario L4L 9T2 (Hwy 7 & Weston Rd.) (905) 652-5507
Interview Dates and Application Deadlines	Interviews to be held in January
Pre-Requisites	<p>Students Must:</p> <ul style="list-style-type: none"> • Be over 16 and in their graduating year • Have 27 credits, including all compulsory credits by the end of Semester 1, • Have passed the OSSLT and completed 40 hours of community service • Be enrolled in a 3 or 4-credit co-op for semester 2 • Be a Canadian Citizen or landed Immigrant with a valid S.I.N. • Be willing to arrange their own transportation to both the local 27 site for classes from March to May and to any possible employment after the program • Have strong communication and math skills (MAP4C is recommended) • Be able to purchase materials for courses including texts, safety equipment and tools (list provided at interviews)
Tentative Program Dates	May – June
Program Hours	Monday to Friday 7:15am to 3:30pm
Attendance Requirements	Attendance will be strictly enforced – students will be demitted from the program if lates or absences become a problem. Students who miss a day of classes to attend their convocation/graduation ceremonies will be counted as <i>absent</i> on that day and they should be very aware that they cannot miss any additional days!
Dress Code	<ul style="list-style-type: none"> • Carpenter's work pants • Steel-toed work boots (CSA Approved) • Appropriate shirts without slogans • Any items as deemed appropriate by instructor

Coop and Apprenticeship Hours Earned	<ul style="list-style-type: none"> You are earning hours toward your Co-op credits only while you are in your high school Co-op class or at your Co-op placement Your placement for Co-op does not have to be in construction or apprenticeable When you are at the training Centre (enrolled in the Acceleration Program), you are earning hours towards your Level 1 in-school training only. 	
Materials/Tools/Fees	<p>School Supplies:</p> <ul style="list-style-type: none"> Paper Pencils Pen Binder Geometry Set (~\$40) <p>Personal Protective Equipment:</p> <ul style="list-style-type: none"> Construction Work boot (CSA Green Patch) Safety Glasses Hard hat (yellow only) Gloves <p>Misc.:</p> <ul style="list-style-type: none"> Students are responsible for their own lunch every day <p>NOTE: Students must have all of these items by the first day of class</p>	<p>Tools and Texts:</p> <ul style="list-style-type: none"> Full list of tools provided by Local 27 at interview, approx cost ~\$400 Measurement and Calculation for the Trades, BC Skillplan (~\$40) Koel Carpentry Text, 5th Edition (~\$85) Koel Carpentry Workbook 5th Edition (~\$25) Construction Geometry 2nd Edition Text (~\$25) Geometry set (case & T-square) (~\$56) <p>Instructions on how/when to purchase texts and tools are provided by the College of Carpenters and Allied Trades</p>
Additional Information	<ul style="list-style-type: none"> Students must be willing to sign a contract of apprenticeship with the College of Carpenters and Allied Trades and will commence work for them after successful completion of level 1 Expect homework Students are expected to seek and come in for extra help when required 	
Application Process	<ul style="list-style-type: none"> Complete the Application Package with all appropriate signatures Submit application and required forms to your school guidance or co-op teacher Co-op teachers must submit completed packages, PDF to Blanca Polo Successful candidates will be notified of their interview time by their teacher who submitted the application package. 	
Required Forms/ Application Package	<ul style="list-style-type: none"> <input type="checkbox"/> Completed the Pre-registration form (attached) <input type="checkbox"/> Cover Letter addressed to "College of Carpenters and Allied Trades Instructor" – explaining why you would like to be involved in this program and how your skills related to this program <input type="checkbox"/> Resume <input type="checkbox"/> Credit Counselling Summary (current) – obtain from guidance office (This will be viewed only by Board Personnel). <input type="checkbox"/> Attendance records for last two school years – may be simple anecdotal note with total number of absences and lates if signed by an administrator (This will be viewed only by Board Personnel) 	

College of Carpenters and Allied Trades Joint Apprenticeship & Training Trust Fund Inc.
Application for Pre-Apprenticeship & Apprenticeship Training

Position: General Carpenter

Date: _____

Name: _____
(Last Name) (First Name)

Address: _____
(Street) (Apt or Unit)

(City) (Province) (Postal Code)

Telephone #: (_____) _____ Alternate #: (_____) _____

Date of Birth: _____
(Day) (Month) (Year)

What is the highest level of schooling you have obtained? If you are currently in grade 12, the level is grade 11
Grade _____

Have you taken any carpentry or construction technology courses before? If yes, please describe.

Do you have any past work experience, personal experience, or volunteer hours in carpentry of construction? If yes, please describe.

Please note that by completing this application you are not guaranteed a seat in future pre-apprenticeship or apprenticeship programs. A mass mail out to all applicants will notify you of an available course. It is your responsibility to respond and confirm your attendance. If the program is filled by the time you respond we will retain your application for the next program.

Request for Voluntary Information

In order to assist the Training Trust Fund to address Employment Equity issues, we would appreciate your assistance in identifying yourself as a member of a visible minority. This information is **confidential** and for internal purposes only.

Woman

Native Person

Visible Minority

www.thecarpentersunion.ca