



HVAC APPRENTICESHIP TRAINING PROGRAM REGISTRATION 2010 - 2011



Class Schedule and Eligibility Information

About the Program

This program is professionally managed by ABC-VA and utilizes the NCCER Contren curriculum. This curriculum is nationally recognized, standardized and portable, and incorporates both formal classroom instruction and hands-on training. In addition, instructors are required to complete a formal certification, in order to ensure uniform and consistent delivery of the curriculum. The HVAC program is governed by an Advisory Committee representing the participating contractors. The committee will work with ABC-VA to oversee all aspects of the program.

Term of Apprenticeship

The term of apprenticeship consists of four years or 8,000 hours (approximately 2,000 hours per year) of on-the-job training, and four years or 600 hours (approximately 150 hours per year) of related classroom instruction.

Class Schedule

All classes will be held at Lloyd C. Bird High School, located at 10301 Courthouse Road, Chesterfield, Virginia. Classes will begin on Monday, September 13, 2010 and will be held from 7:00 PM to 9:30 PM on Monday and Wednesday evenings. A comprehensive calendar for the 2010-2011 session will be distributed on the first night of class.

Eligibility

Apprentices must be at least 18 years of age, be employed by a licensed HVAC contractor, and have graduated from high school or earned the G.E.D. equivalent. Apprentices must be physically able to perform the work of the HVAC trade and have a satisfactory mode of transportation to work and school.

Registration

All apprentices that wish to enroll for the 2010-2011 session must register by completing the attached registration form and returning it, along with all applicable fees, to the ABC-VA office no later than **August 6. APPLICABLE FEES MUST BE PAID IN FULL BEFORE APPRENTICES WILL BE ENROLLED IN CLASS.**

Note: ABC-VA coordinates related instruction classes for all participating employers. Participating employers must register as apprenticeship program sponsors on an individual basis with the Commonwealth of Virginia - Division of Apprenticeship and Training - (804) 786-2382.

Credit for Prior Knowledge/Experience

Any apprentice who has had prior formal classroom instruction may be eligible for credit. Proof of prior instruction must be presented at registration in order to be considered.

Level 1 Skip Test

Any apprentice wishing to test out of Level 1 must contact the ABC office prior to July 9. Tests will be given by appointment only and must be taken prior to July 31. The cost for the Level 1 Skip Test is \$100.

Costs (ABC-VA Members)*

\$760 per person per year

All fees due at time of enrollment.

(Cost includes administrative fees, books and tuition.)

Costs (Non-Members)*

\$810 per person per year

All fees due at time of enrollment.

(Cost includes administrative fees, books and tuition.)

**You may contact the ABCVA office at (804) 346-4222 to determine your membership status.*

Late Fees & Deadlines

Any registrations received after August 6 are subject to a late fee of \$20 per apprentice. No registrations will be accepted after August 27.

Refunds

Requests for refunds must be made by September 17.

Course Description by Level

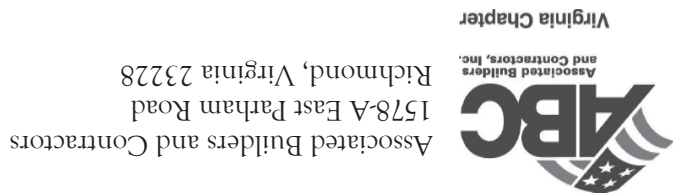
Level One: Basic Safety. Basic Math. Intro. to Hand Tools. Intro. to Power Tools. Intro. to Blueprints. Basic Rigging. Intro. to HVAC. Trade Mathematics. Tools of the Trade. Copper & Plastic Piping Practices. Soldering & Brazing. Ferrous Metal Piping Practices. Basic Electricity. Intro. to Cooling. Intro. to Heating. First Aid & CPR.

Level Two: Air Properties & Distribution. Chimneys, Vents, & Flues. Mechanical Maintenance. Alternating Current. Basic Electronics. Electric Furnaces. HVAC Controls. Accessories & Optional Equipment. Metering Devices. Compressors. Heat Pumps. Leak Detection. Evacuation, Recover, & Charging. Refrigerant Transition & Recovery Program.

Level Three: Preventative Maintenance. Intro. to Troubleshooting. Troubleshooting Electronic Controls. Troubleshooting Gas Heating. Troubleshooting Electric Heating. Troubleshooting Oil Heat. Troubleshooting Cooling. Troubleshooting Heat Pumps. Troubleshooting Accessories. Commercial Heating & Cooling Systems. Air & Water Balance. Steam Systems. Customer Relations. First Aid & CPR.

Level Four: Advanced Blueprint Reading. Indoor Air Quality. Energy Conservation Equipment. Energy Management Systems. Water Treatment. System Start-Up & Shut-Down. Heating & Cooling System Design. Commercial & Industrial Refrigeration Equipment.

HVAC Apprenticeship Training Program



HVAC APPRENTICESHIP REGISTRATION 2010-2011 SESSION

Name _____ Birth Date ____/____/____
SSN _____ Home Phone _____ Cell Phone _____
Address _____ City _____ State _____ Zip _____
Employer _____ Employer Contact _____
Employer Phone _____ Employer Fax _____ Employer E-mail _____
Employer's Address _____ City _____ State _____ Zip _____
HVAC Class Level: Level One Level Two Level Three Level Four

Note: A registration form must be completed for each individual apprentice. Registrations must be received no later than August 6, 2010.

PAYMENT OPTIONS

APPLICATIONS ARE PROCESSED ON A FIRST-COME, FIRST-SERVED BASIS, AND WILL NOT BE PROCESSED UNLESS ACCOMPANIED BY PAYMENT. CHECKS SHOULD BE MADE PAYABLE TO ABC-VA.

I AM SENDING A CHECK MADE PAYABLE TO ABC-VA TO 1578-A EAST PARHAM ROAD, RICHMOND, VIRGINIA 23228.
 PLEASE CHARGE MY VISA/MASTERCARD/AMERICAN EXPRESS. (3% charge on all credit card payments).

Name _____
Card Number _____
Verification Code _____
Expiration Date _____ Billing Zip _____
Signature _____

**ABC-VA Phone Number: (804) 346-4222
ABC-VA Fax Number: (804) 346-9111**