



# THE CARPENTERS APPRENTICESHIP PROGRAM

(Print-out and keep for your records)

## THE APPRENTICESHIP AGREEMENT:

Each qualified applicant who becomes an apprentice with the Carpenters Training Committee for Northern California (CTCNC) must sign an apprenticeship agreement with the specific Local Training Committee (LTC), whose mailing address appears at the top of the application form. Applicants must agree to abide by the rules of the LTC. This is required by the State of California Division of Apprenticeship Standards (DAS).

**Minimum Qualification:** Applicants shall be at least seventeen (17) years of age at the time of application with no upper age limit. If the applicant is under eighteen (18) years of age at the time of indenture, the Agreement must be signed by a parent or guardian.

Applicants must have obtained a high school diploma, a GED, or a legal equivalent, or show proof of satisfactory completion of a prejob preparatory course in Carpentry of at least six (6) months, such as United Brotherhood of Carpenters & Joiners of America, Job Corps, or other approved carpentry apprentice preparatory course, or on-the-job training of six (6) months or 1500 hours experience in the construction field that would qualify an applicant as having met the minimum educational requirements.

**Applicant Procedure:** Qualified applicants must complete and return the application, in person, or by mail, to the CTCNC District Office whose mailing address appears at the top of the application.

Each qualified applicant will be listed on a CTCNC applicant referral list, in the order in which the application is received, and assigned a sequential referral number. The applicant referral list will be used to refer applicants to a mandatory orientation for entry into a nine (9) week Pre-Apprenticeship Program. If you wish to be listed on an applicant referral list used in other areas, please contact that CTCNC District Office for instructions.

When there is a demand for new apprentices in the geographic area covered by the list, you will be given at least one week advance notice in writing, of the date, place and time the mandatory orientation class will be held.

Applicants will become apprentices after completing the mandatory orientation class, drug test, and the nine week Pre-Apprenticeship Program. The CTCNC will schedule you for the mandatory orientation class depending on your number on the Applicant Referral List.

Applicants who complete the orientation and pass the drug test will be given the opportunity to participate in the nine week Pre-Apprenticeship Program. The mandatory orientation class will provide you valuable information on the various types of work available and requirements to become a Pre-Apprentice. Applicants will be offered one opportunity to attend an orientation class. If you fail to attend an orientation class after receiving notice, your name will be dropped from the Applicant Referral List.

It is the applicant's responsibility to notify the CTCNC promptly in writing of a change in any information on the application.

## NON-DISCRIMINATION:

The Carpenters Training Committee for Northern California (CTCNC) does not discriminate in the selection and training of Pre-Apprentices or Apprentices.

## THE PROGRAM:

Carpentry apprentices earn while they learn, working on the job with journeylevel carpenters. In addition, they attend classes of related technical instruction. The objective of the instruction, in addition to on-the-job experience, is to train all-around journeylevel carpenters.

Basically, carpenters work in the area of commercial construction, building offices, stores, warehouses, factories, churches, schools, hospitals, or in the residential building of houses, apartments, etc.

**Wages and Fringe Benefits:** Apprentices earn a percentage of an established area journeylevel wage rate. Advancements are possible each six (6) months of the apprenticeship term. Health, eye and dental care, pension, annuity, vacation and prescription drug reimbursement are provided as eligibility is established.

**Hours of Work:** The work week is forty (40) hours, 7:00 am to 3:30 pm or 8:00 am to 4:30 pm, with a 1/2 hour lunch, unless modified by union agreement.

**Classes:** Mandatory classes are one week each quarter for 36 hours, with 1/2 hour for lunch. Apprentices may be eligible for unemployment compensation while attending classes.

**Availability of Work:** The volume of new construction and remodeling varies according to economic conditions, locality and weather. Steady employment in construction is the exception not the rule. The approximate number of work hours per year is 1300. Apprentices may have extended periods of unemployment.

**Transportation & Tools:** Apprentices are required to furnish their own transportation. Basic hand tools will be furnished to you upon successful completion of the nine week Pre-Apprenticeship program.

**Extra Requirements:** Eligibility for certain jobs may require the capability to read and understand English, and/or maintain a current California driver's license, and/or have a current \*BATC Safety Card. (\*For more information on BATC call: Bay Area Training Corp. 925-313-0500), and/or a current \*TWIC Card (\*For more information on TWIC call: 1-866-347-TWIC).

**Union Affiliation:** Apprentices are obligated to make application to the appropriate local Carpenters Union, and must maintain their availability for employment referral.

**Completion Certificate:** When the apprenticeship is completed, an apprentice attains journeylevel status in the Union and is awarded a State and a United Brotherhood of Carpenters and Joiners Certificate.

## ADMINISTRATION AND SUPERVISION:

The program is set-up under a collective bargaining agreement. Costs are paid from contractual hourly contributions to the training fund. The apprentice's training is supervised by a Local Training Committee (LTC), with representatives from local unions and contractors.

## TRAINING STANDARDS:

The Training Standards, which are approved by and registered with the State of California, provide for training of apprentices on the job in work processes of the trade and in related technical subjects and manipulative instruction. Safety is stressed throughout the training. The objective is to train the apprentice to be an all around Journeylevel Carpenter.

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