

To: All 5th Year Electrical & Telecommunication Apprentices

From: James O'Connell

Cc: Chris Sherlock
Staff & Instructors

Re: 2017 Mid-Year Announcements

As the end of the academic year and your apprenticeship rapidly approach I would like to take the time to congratulate you on your hard work to date and make you aware of important dates and licensing information.

Graduation:

Thursday June 8, 2017 @ 6:00pm

Invitations for graduation (that apprentices can send to family & friends) will be made available to apprentices on May 22nd.

Those who graduate with their license on June 8th will begin receiving JW pay on June 9th.

JW & Technician Orientation:

Will be held May 22nd at 6:00PM it's has been on the schedule and is a mandatory class day. Local 103 officers will review Journeyman process for signing out of work list, referral procedures etc.... and answer general questions.

Dinner will be served and we will be raffling off Vendor and Contractor donated tools and tickets to Boston sporting events.

We will also review the specifics for graduation.

Shop Class make ups.

Several apprentices have not attended their Hoisting & Rigging and MV Splicing shop classes. The opportunity to make up these classes is closing. If you have not completed your classes- contact the office ASAP to re-schedule the classes. Failure to complete your shop classes will affect your ability to graduate.

License Application:

If anyone has obtained their license they need to report it to the office so their raise to Step 10 can be processed.

Those who haven't applied for their license; should be getting to the 8000 work hour plateau and now is the time to start the license application process. It is a 3 step process;

1. Gather your green sheets (form 272)
2. Fill out application
3. Drop items off to JATC office for review and educational form. *

*allow the JATC anywhere from 2-4 weeks to review your application- apprentices need to understand that many are applying and the office workload is heavy at this time with code update and applicant testing & interviews. They need to be patient. Calling Tricia every day for status updates will not make the process any quicker.

All the license application and forms are located in the lobby bulletin board area- if you have questions or need additional forms stop in the office to obtain them.

Regarding Apprentice Rate Step 9:

Several apprentices have inquired that they have reached 8000 hours and have not been advanced to Step 9.

The rules and regulations page 16 state: *"An apprentice having served 8000 hours and receiving Pay Period 8 will advance to Pay Period 9 only upon his/her taking the Massachusetts State Examination for Licensure and notifying the JATC."*

So regardless of whether you pass or fail the test in whole or in part- just for attempting the test you will advance to Step 9. Passing will advance you to Step 10.

Post Graduate Apprentice (PGA):

Those who graduate without obtaining their license will become 6th year PGA's and will begin school in August and will be required to attend PGA Test Prep classes until they receive their license.

Apprentices are given 6 months from the time they reach 8000 hours or their graduation date (whichever is later), to obtain their license. Those in the process of obtaining license after the 6-month period (proof that paperwork is submitted to PSI) can request a 6-month extension if necessary.

Everyone has done a great job to get to this point in their apprenticeship, the staff of the JATC are here to assist you anyway we can and look forward to celebrating with you and your family the great achievement you've made by becoming Journeyman & Journeywomen Licensed Electrician's & Technicians. Let's finish strong and wrap up your license.

Please contact the office if you have any questions, concerns or suggestions.