

# Harford County Electrical Contractors Association

## Electrical Apprenticeship Program

Application for the 2021–2022 School Year



**Your company's future is tied directly to the skills of your employees.**

The HCECA Electrical Apprenticeship Program is a four-year electrical apprenticeship program approved and certified by the Maryland Apprenticeship and Training Council, Registry #919 and the United States Department of Labor.

The Harford County Electrical Contractors Association has been a pioneer for electrical apprenticeship since 1977. Since entering into a partnership with Harford Community College, its electrical apprenticeship program has grown into one of the largest in the State of Maryland and is highly regarded among employers for providing a high-quality education to its apprentices.

If you are interested in becoming a journeyman electrician certified by the state of Maryland, complete this application and email it to [hceca@harford.edu](mailto:hceca@harford.edu) or mail to:

HCECA Electrical Apprenticeship  
c/o Harford Community College, Edgewood Hall  
401 Thomas Run Road  
Bel Air, MD 21015.

There is no fee to apply. Applicants must be 18 years old (*17 with parental consent*) and have either a high school diploma or GED.

Classes will begin in September 2021 and run through April 2022 at the Workforce Development and Apprenticeship Training Center\* on the campus of Harford Community College, 401 Thomas Run Road, Bel Air, Maryland.

*\*Classes may take place in a hybrid or online format depending on current COVID restrictions.*

# **Harford County Electrical Contractors Association Electrical Apprenticeship Program**

## **MISSION**

The HCECA Electrical Apprenticeship program provides accessible and innovative training in understanding electrical codes, principles, fundamentals and theory pertaining to the installation and maintaining of electrical systems at the journeyman level.

## **VISION**

Prepare and transform lives through a career choice and instill a desire for lifelong learning and individual development.

## **VALUES**

We adhere to integrity, honesty, fairness, respect, and trust as our foundation.

## **IMPROVEMENT**

To adopt and incorporate into the program new and time-saving procedures, methods and materials as they become available.

## **CERTIFICATION**

Upon successful completion of the HCECA Electrical Apprenticeship program, the student will be awarded a certificate from the State of Maryland Department of Labor and the Maryland Apprenticeship and Training Council attesting to the fact that they have received the training and knowledge to be a certified journeyman electrician.

# Electrical Apprenticeship Program

## Application for the 2021–2022 School Year



The Harford County Electrical Contractors Association offers a four-year apprenticeship program that is a combination of on-the-job training and classroom instruction. Upon completion, you will be awarded a journeyperson's certificate from the State of Maryland and are eligible for up to 21 college credits at Harford Community College.

### REQUIREMENTS

Applicant must:

- Be at least 18 years old (*17 with parental consent*).
- Have a high school diploma or GED.
- Be physically capable of working electrical construction.
- Have a valid driver's license and transportation to school and to work.
- Be able to read, speak, and comprehend the English language.
- Have a valid email address.

### APPLICATION PROCESS

We actively recruit from January 1 through May 31 each year. The application deadline is May 31, 2021. Applications are accepted throughout the entire year; however, applications received after May 31 will be held on file until the following year. All applications received before May 31 will be considered for classes starting in September of the same year. Once our office receives your application, you will be scheduled to take a basic math/comprehension assessment.

After test scores have been evaluated, an interview will be scheduled. Please make arrangements to obtain GED scores or high school transcripts for your scheduled interview. If you have not tested, you **will not** be interviewed. All applicants will be interviewed by June 30 and acceptance will be determined by July 31.

### EMPLOYMENT

You are required to find employment in the electrical trade with an HCECA member during your apprenticeship. All employers must be a member of the Harford County Electrical Contractors Association. If not a member, employers can join at a minimal cost. (*Most union contractors cannot join our association due to the collective bargaining agreement they have signed with their local chapter.*)

It is the student's responsibility to contact and arrange for interviews with potential employers. Employment referrals are available upon request.

Apprentices are required to complete 8,000 hours of on-the-job training (this is a full-time, 40-hour a week job) and 576 hours of related classroom instruction over 4 years.

## **CLASSROOM TRAINING**

- Classes are held 2 evenings per week from 6:15 – 9:00 PM for a total of 154 hours per year.
- Related classroom instruction is held in the Apprenticeship & Training Center in Edgewood Hall on the campus of Harford Community College located at 401 Thomas Run Road, Bel Air, Maryland.\*
- Apprentices must maintain a minimum GPA of 70% to advance in the program.

*\*Classes may take place in a hybrid or online format depending on current COVID restrictions.*

## **TUITION**

Full tuition payment is due by August 31, 2021 unless a payment plan has been approved prior to this date. Some employers offer financial assistance. Scholarships are available; contact our office for an application.

**Tuition for 2021/2022 is \$1,700.00 (this includes books) \***

*Tuition is subject to change.*

**\*a separate technology fee of up to \$100 may be assessed.**

## **Submit your application:**

- Via email: [hceca@harford.edu](mailto:hceca@harford.edu)
- Via mail: HCECA Electrical Apprenticeship, c/o Harford Community College, Edgewood Hall, 401 Thomas Run Road, Bel Air, MD 21015
- Via fax: 443-412-2806

NOTE: The College prohibits the enrollment or employment of sex offenders listed on the National or Maryland Department of Public Safety and Correctional Services Sex Offender Registry or with the Harford County Child Advocacy Unit. A list of Maryland registered sex offenders can be found at [www.socem.info](http://www.socem.info).

# HARFORD COUNTY ELECTRICAL APPRENTICESHIP PROGRAM

## APPLICATION for 2021/2022 School Year

c/o Harford Community College - Edgewood Hall Apprenticeship & Training Center, Room 225

401 Thomas Run Road - Bel Air, Maryland 21015-1698

Phone: 443-412-2800 | Fax: 443-412-2806 | Email: hceca@harford.edu

❖Must use FULL LEGAL NAME (no nicknames please)❖

1. NAME \_\_\_\_\_  
Last First MI

2. ADDRESS \_\_\_\_\_ Apt# \_\_\_\_\_

3. CITY, STATE, ZIP \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

4. PHONE # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ email: \_\_\_\_\_

5. SOCIAL SECURITY # \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ DATE OF BIRTH \_\_\_\_/\_\_\_\_/\_\_\_\_ AGE \_\_\_\_\_

6. Have you ever attended HCECA or any other electrical apprenticeship program? If yes, where \_\_\_\_\_

7. EDUCATION SCHOOL NAME/ADDRESS DATES ATTENDED (from-to)

High School \_\_\_\_\_

College \_\_\_\_\_

9. Have you ever been convicted of felony, misdemeanor or received probation before judgment in any State or Federal Court?  Yes  No

If "yes", provide date(s) \_\_\_\_\_

If "yes", explain \_\_\_\_\_

10. EMPLOYMENT DATES WORKED (from-to)

Current \_\_\_\_\_

Past employers 1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

11. I hereby certify that the facts set forth in this application are true to the best of my belief and knowledge.

If accepted, I agree to abide by all rules and agreements and assume responsibility for tuition. Initials: \_\_\_\_\_

12. SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

The information requested below is for statistical purposes only. You are not required to provide this information but it will help the State provide better assistance to those who need it.

13. GENDER  
 Male  Female  Other

14. ETHNIC BACKGROUND  
 White (Not Hispanic)  Black (Not Hispanic)  American Indian or Alaskan  
 Hispanic  Asian or Pacific Islander  Other  Information not available

15. VETERAN STATUS  
 Veteran  Non-Veteran