

DC APPRENTICESHIP ACADEMY NEW APPRENTICE REGISTRATION FORM: 2017-18



CLASSROOM AND LAB:

- Carpentry Electrical
 Other trade requested: _____

SELF-PACED STUDY WITH CLASSROOM TESTS – NO LAB ACTIVITIES:

Trade requested: _____

Entering Level:

- 1 2 3 4

Completed Core Curriculum Yes No

*If applicable, attach copies of any NCCER credentials and transcripts from training completed at other schools.

Entering Level:

- 1 2 3 4

*Staff will contact your employer to discuss trade requested.

STUDENT INFORMATION: Please print clearly or type information.

 First Name Middle Name Last Name

 Mailing Address City, State Zip

Cell Phone *preferred Home Phone *preferred Email Address *preferred

Receive text messages Yes No

Date of Birth Social Security Number Gender
 ___/___/___ MO DAY YEAR
 Male Female

NCCER Card Number

 *Follow instructions on page 3 to obtain your card number.

School you attended last year: n/a DC Apprenticeship Academy Other (specify) _____
 Date you were registered with the DC Apprenticeship Council:
 Attach copy of Apprenticeship Agreement, driver's license, Social Security card, and any NCCER credentials and transcripts earned at another school prior to attending DC Apprenticeship Academy.

In Case of Emergency Contact: Current Employer:
 Name: Supervisor's Name:
 Phone #: Phone #:
 Relationship:

NCCER REGISTRATION AND RELEASE FORM

I hereby authorize the NCCER registry department to verify information in my training records to Sponsor Representative/ Primary Administrator upon request. I release and hold harmless NCCER for this verification process.

I, the undersigned, do hereby authorize the DC Students Construction Trades Foundation to release the information and results attained through the administering of the NCCER Registry System to the company referenced above, and acknowledge that said company is my present employer.

I do hereby release the DC Students Construction Trades Foundation, its representatives, and its associating entities from any and all liability that may result from the release of this information. I further agree to hold harmless DC Students Construction Trades Foundation, its representatives and associating entities from any and all damages for liability therefore which may result from the release of said information.

Initial _____

STATEMENT OF UNDERSTANDING

I acknowledge and accept that all materials and tools are the property of the DC Apprenticeship Academy and these materials are not transferable or to be shared with other entities. I understand and agree that the DC Apprenticeship Academy and the DC Students Construction Trades Foundation may photograph, videotape or otherwise record my training sessions for educational or promotional use. I authorize and hereby give my permission for the DC Apprenticeship Academy to record, in any manner, at any time, my training sessions and myself. I also understand that copies of my training sessions may be made available for purchase with the proceeds going to the Foundation.

Initial _____

WAIVER OF LIABILITY

In consideration of the opportunity afforded to me to be provided with training at the DC Apprenticeship Academy, at IDEA Public Charter School, in the District of Columbia, or any associated training locations, I hereby waive and release any claim, right, demand, or cause of action arising out of or related to my participation as a student of the DC Apprenticeship Academy from which any liability may or could accrue against the DC Apprenticeship Academy, the District of Columbia Students Construction Trades Foundation, Inc., IDEA Public Charter School, and their officers, directors, trustees, employees and consultants collectively or individually. Without limiting the foregoing, I agree that this waiver of liability shall include any claims, rights, demands and causes of action resulting from personal injury to me or damage to my property sustained in connection with my activities as a student at the DC Apprenticeship Academy.

Initial _____

Signature

_____/_____/_____
Date

Print Name

LOGIN TO THE NCCER REGISTRY

- Everyone — teachers and students — creates their own login.
- When you register, you gain access to your transcript and all module completions for your information and to share with employers.

YOU WILL NEED:

- your NCCER Card # OR your Social Security Number.
- your email address, and access to your email.
- pencil/pen and paper to write down your registration information.
- access to the internet.

1. Go to <https://registry.nccer.org> and click New Users Register link.
2. Enter NCCER Card # if student has one - or click "I am unable to provide an NCCER Card #" link.
3. Enter Social Security Number, and click Continue link.
 - if your number is in NCCER system, click continue.
 - if not, click blue "Create New NCCER Card #"
 - Click Continue in warning pop up box.
4. Enter First and Last Name, Telephone, Valid Email Address.
5. Create a password, and enter it again in the confirm password box. Write down your name and the password you created.
6. Click Continue link.
A message will immediately be sent to the email address you provided to complete the registration process.
7. Click the link in the email message received.
8. Complete registration steps. Be sure to click to accept the Registration and Release Form bottom left of the registration page.
9. Write down your NCCER card number with your name and password.
10. Save your information and log out.
11. Give your Name, Password, and NCCER card number to your teacher or program coordinator, if applicable.