

# Harford County Electrical Contractors Association

## Electrical Apprenticeship Program

Application for the 2023–2024 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  
401 Thomas Run Road  
Edgewood Hall, Suite 225  
Bel Air, MD 21015

There is no fee to apply. Applicants must be at least 18 years old (*work permit required if under 18*) and have either a high school diploma or GED. (*Student to Apprentice—see separate application.*)

Classes will begin in September 2023 and run through April 2024 at Edgewood Hall on the campus of Harford Community College, 401 Thomas Run Road, Bel Air, Maryland.

# **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 licenses will be issued by the State of Maryland.

# Electrical Apprenticeship Program

## Application for the 2023–2024 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 successful completion of the program you will be awarded a Journeyperson Certificate from the Maryland Department of Labor. This is separate from a journeyperson's license – Electrical journeyperson licenses are issued by the State of Maryland. Students who successfully complete this program are eligible for an examination waiver and can then apply for their license with the State. They are also eligible for up to 21 college credits for select degrees at Harford Community College.

### REQUIREMENTS

Applicant must:

- Be at least 18 years old (*work permit required if under 18*).
- Have a high school diploma or GED.
- Have a valid driver's license and transportation to school and to work.
- Have a valid email address and are able to access online curriculum.
- Successfully complete a math comprehension assessment.

### APPLICATION PROCESS

We actively recruit from January 1 through May 31 each year. The application deadline is May 31, 2023. Applications are accepted throughout the entire year; however, applications received after May 31 will be held on file until the following year. Once our office receives your application, you will be scheduled for a basic math comprehension assessment.

After assessment scores have been evaluated, an interview will be scheduled. Please arrange to obtain GED scores or high school transcripts for your scheduled interview. Acceptance will be determined by July 31.

### EMPLOYMENT

You are required to find employment in the electrical trade with an HCECA member contractor 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 of \$100/year. (*Most union contractors cannot join our association due to the collective bargaining agreement they have signed with their local chapter.*)

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 144 hours per year.
- Classes are held 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.

## **TUITION**

Full tuition payment is due by August 24, 2023 unless a payment plan has been approved prior to this date. Some employers offer financial assistance so be sure to inquire with your place of employment. Scholarships are also available:

<https://www.hcecamd.org/uploads/2021/03/FILLABLE-Scholarship-2023-Application-REV-August-2022.pdf>.

**Tuition for 2023/2024 is \$1,700.00 (this includes books)**

*Tuition is subject to change.*

## **Submit your application:**

Email: [hceca@harford.edu](mailto:hceca@harford.edu) or send to:

HCECA Electrical Apprenticeship  
401 Thomas Run Road,  
Edgewood Hall, Suite 225  
Bel Air, MD 21015

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 2023/2024 School Year**

c/o Harford Community College - Edgewood Hall, Room 225  
401 Thomas Run Road - Bel Air, Maryland 21015-1698  
443-412-2800 | [hceca@harford.edu](mailto:hceca@harford.edu) | [hcecamd.org](http://hcecamd.org)

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_ State \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number \_\_\_\_\_

Have you ever attended HCECA or any other electrical apprenticeship program? \_\_\_\_\_

If yes, where? \_\_\_\_\_

High School Attended (Name/address of school) \_\_\_\_\_

Graduation Date \_\_\_\_\_ Or, if GED, date received \_\_\_\_\_

College(s) Attended (Names and addresses of any college or post-secondary school you have attended)

\_\_\_\_\_ Dates attended \_\_\_\_\_

\_\_\_\_\_ Dates attended \_\_\_\_\_

\_\_\_\_\_ Dates attended \_\_\_\_\_

Have you ever been convicted of a felony, misdemeanor or received probation before judgment in any State or Federal Court? \_\_\_\_\_ If yes, please provide dates and explain \_\_\_\_\_

Current Employer

\_\_\_\_\_ Dates worked \_\_\_\_\_

Previous Employer(s)

\_\_\_\_\_ Dates worked \_\_\_\_\_

\_\_\_\_\_ Dates worked \_\_\_\_\_

\_\_\_\_\_ Dates worked \_\_\_\_\_

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.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**(Continued on next page)**

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.

**GENDER**

Male     Female     Other

**ETHNIC BACKGROUND**

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

**VETERAN STATUS**

Veteran     Non-Veteran

**Checklist before submitting your application:**

- 1. I am 18 years old or older, or 16 or older with a work permit  yes     no
- 2. I have a high school diploma or equivalent  yes     no
- 3. Are you physically capable of performing the essential functions of the program without posing a threat to the health and safety of yourself or others?  yes     no
- 4. I have access to reliable transportation to and from work and school.  yes     no
- 5. I have a valid email address and am able to access the online curriculum  yes     no