

**METRO LIMITED MAINTENANCE ELECTRICAL STUDENTS
THINGS YOU SHOULD KNOW
“COMPLETE YOUR MONTHLY WORK PROGRESS REPORT”**

Your JATC committee uses your MWPR's to see if you qualify for rerate to each progressive level. If you omit information, the committee cannot readily decide if you qualify and must “HOLD” you in period. This may cost you money and also extend the length of your apprenticeship.

On each and every report you must include:

- ★ The Month and Year
- ★ Employer (supervisor) signature; related training class title and instructor signature
- ★ A ‘running’ or ‘cumulative’ total of all OJT hours in the lower right block of the grid.
- ★ If you have taken an **approved** elective, indicate the course and hours in the lower right-hand block on your MPR. Get elective instructors signature.
- ★ You are to complete MWPR's once each month whether you are working or not
- ★ **Keep a copy of each month's MPR for your records and next month's reference**
- ★ If you have been given ‘credit’ by the committee, add the hours on your next MWPR.

Properly completed MWPR's are **due by the 10th** of each month!!! **FAX: 503-978-5656**
Questions?? Call Katrina Cloud @ 503-978-5651

Please come prepared with copies already made. Please use black Ink. **PLEASE PRINT LEGIBLY**

WELCOME TO THE PROGRAM!!!!

Below is a class schedule, which may need adjusting depending on your entrance date. All apprentices are required to take the PCC placement exam **PRIOR** to indenture.

TERM I (Fall)	TERM II (Winter)	TERM III (Spring)	TERM IV (Summer)
APR 101	APR 102	APR 103	APR 104
LME: Electrical Theory Fundamentals	LME: DC Motors	LME: AC Motors & Transformers	LME: Luminaries & Equipment
TERM V (Fall)	TERM VI (Winter)	TERM VII (Spring)	TERM VIII (Summer)
APR 201	APR 202	APR 203	APR 204
Electrical Motor Controls	LME: Electrical Code – Level I	LME: Electrical Code – Level II	LME: Electrical Code – Level III

Class schedules are available on the PCC website at <http://www.pcc.edu/schedule/> select a term, then Apprenticeship. Course descriptions are available @ <http://www.pcc.edu/pcc/pro/catalog.htm>

First Year Textbooks: Delmar's Standard Textbook of Electricity (approx \$150)
2008 National Electric Code (approx \$85)
Oregon Administrative Rules (printed from the internet)
Oregon Revised Statutes (printed from the internet)
Tom Henry Key Word Index (optional) (approx \$22)
American Electricians Handbook (optional) (approx \$74)
Fast Tabs (approx \$17)

Second Year Textbooks: Electric Motor Control (approx \$111)
Oregon Specialty Code Amendment (printed from the internet)
Same books as identified for the first year.

** Prices are approximate and texts could be subject to change (updated 9/10/09)

Please note: Section IX-d of the Metro Limited Maintenance Electrician JATC Apprentice Standards states “A minimum of 144 hours of related training shall be required during the first year with a minimum of 288 hours over the term an apprentice is registered in the program.” Further the same article states “Related training classes **MUST** be completed with a grade “C” or better. (See ORS 660.126 e)

Stationary Engineer & LME Apprentice Committee Approved Electives

**LME Apprentices can take any class listed except those specifically identified for Stationary Engineers.
On-line classes are not accepted except those identified below.**

<u>On-line Web Based and/or Campus</u>			
<u>Course #</u>	<u>Title</u>	<u>Approximate Hours</u>	<u>Credits</u>
BA 131	Computers in Business	44 hours	4
CAS 121A	Beginning Keyboarding	10-12 hours	1
CAS 121	Beginning Keyboarding	33 hours	3
<u>Campus Only</u>			
<u>Course #</u>	<u>Title</u>	<u>Approximate Hours</u>	<u>Credits</u>
BCT 104	Construction Math	33 hours	3
BCT 106	Hand/Power Tool Use and Safety	66 hours	3
BCT 213	Commercial Print Reading	33 hours	2
CEU 925P	COYNE 1st Aid/CPR	8 hours	0.8 CEU's
EET 121	Digital Systems I (24hrs lecture+33hrs lab max)	57 hours	3
ELT 110	Electricity for the Non-Electricians I	33 hours	2
ELT 120	OSHA 10 Hour Safety Training	10 hours	1
ELT 125	Basic Programmable Controllers (PLC's)	33 hours	2
ELT 126	Intermediate Programmable Controllers (PLC's)	33 hours	2
ELT 150	Fiber Optics I	44 hours	4
ELT 151	Fiber Optics II	44 hours	4
ELT 152	Fiber Optics: Inside/Outside Plant	44 hours	4
ELT 204	Adjustable Speed Drives	33 hours	2
ELT 210	Electricity for the Non-Electricians II	33 hours	2
ELT 220	OSHA 30 Hour Safety Training	33 hours	3
ELT 225	Advanced Programmable Controllers	33 hours	2
ELT 230	National Electrical Code	33 hours	3
ELT 231	National Electrical Code II	33 hours	3
ELT 250	AMP ACT I	16 hours	1
ELT 251	AMP ACT II	16 hours	1
ELT 252	AMP ACT III	24 hours	1
FMT 111	Refrigeration Electrical I	33 hours	2
FMT 112	Refrigeration Electrical II	33 hours	2
FMT 113	Refrigeration Electrical III	33 hours	2
FMT 202	Direct Digital Controls	33 hours	3
FMT 207	Pneumatic Controls	33 hours	2
MTH 20	Basic Math	44 hours	4
MTH 60	Introductory Algebra – 1st Term	44 hours	4
MTH 65	Introductory Algebra – 2nd Term	44 hours	4
MTH 95	Intermediate Algebra	44 hours	4
MTH 111C	College Algebra for Math, Science, Engineering	55 hours	5
PHY 101	Fundamentals of Physics I	44 hours	4
SC 11B	Applied Math – Evening Trade Math	hours vary	2
<u>2nd Year Apprentices Only ~ Campus Only</u>			
<u>Course #</u>	<u>Title</u>	<u>Approximate Hours</u>	<u>Credits</u>
CEU 921Z	National Electrical Code Changes	8 hours	0.8 CEU's
CEU 922A	NEC Code Calc. for Motors and Transformers	8 hours	0.8 CEU's
CEU 922C	Grounding and Bonding	8 hours	0.8 CEU's
CEU 924D	Oregon Electrical Safety Laws	8 hours	0.8 CEU's
CEU 9217	NEC Ratings	8 hours	0.8 CEU's
CEU 926T	NEC Review and Exam Preparation	36 hours	3.6 CEU's
<u>Stationary Engineers Only ~ Campus Only</u>			
<u>Course #</u>	<u>Title</u>	<u>Approximate Hours</u>	<u>Credits</u>
FMT 119	Water Treatment & Distribution	33 hours	2
FMT 125	Natural Gas Equipment	33 hours	2
FMT 128	Oil Furnace	33 hours	2
FMT 131	Lock Service & Repair	66 hours	4
FMT 201	Intro to Chiller Systems	33 hours	3