

# APPRENTICESHIP APPLICATION GUIDE

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## **BASIC QUALIFICATIONS:**

- Must be 18 years of age by August 1, 2022
  - Must be a high school graduate or have successfully completed a GED program
  - Must possess *VALID* state or government issued PHOTO ID
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## **REQUIRED DOCUMENTS TO RETURN WITH COMPLETED APPLICATION:**

1. Certified copy of high school transcript or GED scores
  2. Copy of your *VALID* state or government issued PHOTO ID
  3. WorkKeys Test scores
  4. Copy of your DD-214 (if applicable)
- *Optional* documents to submit with completed applications can be a resume, *sealed official* college transcripts, copies of certifications or skills card(s).
  - Completed application packets, including the *required* documents are due:
    - **Spring Deadline: Friday, March 4, 2022**
    - **Fall Deadline: Friday, August 5, 2022**
  - **Submit application and accompanying documentation online – [www.ualocal136.org](http://www.ualocal136.org)**
  - You may also mail or hand-deliver your application:

The Evansville Plumbers & Pipefitters  
Local 136 MCA-SI Training Trust Fund  
4301 N. St. Joseph Avenue  
Evansville, IN 47720

**The *tentative* dates for interviews will be:**

**Spring: May 2022**

**Fall: October 2022**

### **WORKKEYS:**

- YOU MUST *successfully* complete WorkKeys Testing through your local WorkOne by the following deadlines:
  - Spring Deadline: Friday, March 4, 2022
  - Fall Deadline: Friday, August 5, 2022
  
- Required WorkKeys Modules:
  - **Applied Mathematics** – score of 4 or higher
  - **Applied Technology** – score of 3 or higher
  - **Graphic Literacy** – score of 4 or higher

### **HOW TO OBTAIN WORKKEYS SCORES:**

1. Create an account with [www.IndianaCareerConnect.com](http://www.IndianaCareerConnect.com)
2. Schedule your WorkKeys Testing with your local WorkOne office:
  - **WorkOne – Evansville:** (812)424-4473
  - **WorkOne – Bloomington:** (812)331-6000

### **WORKKEYS – HELPFUL NOTES:**

- You can use any WorkOne office, Evansville and Bloomington are just the most common in our jurisdiction.
- If you have taken the required WorkKeys Tests in the past and achieved the necessary scores to apply, you are not required to test again. You will only need to provide official documentation from WorkOne of your scores.
- You may ask the WorkOne representative to send your scores directly to The Evansville Plumbers & Pipefitters Local 136 MCA-SI Training Trust Fund: [chaskins@ua136training.org](mailto:chaskins@ua136training.org)