


**READING JOINT
APPRENTICESHIP
TRAINING COMMITTEE**

IBEW LOCAL UNION 743 AND READING DIVISION PENN-DEL-JERSEY
CHAPTER NECA
APPRENTICESHIP AND EDUCATION JOINT TRUST FUND 20 MORGAN
DRIVE, READING, PA 19608

(610) 777-8388 APPRENTICESHIP & TRAINING OFFICE 
743electricaltraining.org

APPLICATIONS ARE BEING ACCEPTED FOR:
IBEW LU 743 & Rdg Penn-Del-Jersey NECA
ELECTRICAL APPRENTICE PROGRAM
Please apply and submit your transcript between
November 1, 2022 and December 31, 2022

THERE ARE TWO (2) WAYS TO APPLY:

- 1) **Visit our website at 743electricaltraining.org click on Apply Now, read the pre-requisites to apply and at the bottom of the page click on *Download Application to Complete and Submit Online*. Upon completion hit submit button; this will automatically send your application to the Apprentice Office and you will receive an automatic confirmation of receipt email.**
- 2) **Visit our website at 743electricaltraining.org click on Apply Now, read the pre-requisites to apply and at the bottom on the page click on *Download Application to Print and Complete by Hand*. Upon completion please return your application to the Apprentice Office, 20 Morgan Drive, Reading, PA 19068, or email at jatfan@comcast.net**
- 3) **Please check the jurisdictional map on the website before applying. You must live in Local 743's jurisdiction to be potentially selected as an apprentice in the Reading Joint Apprenticeship Program. The map is located on our website under the "About" tab at the top.**

TO QUALIFY FOR AN INTERVIEW YOU MUST:

- 1) Complete an application
- 2) Provide an official transcript (high school, college, GED) indicating passing grade in algebra **if transcript is not received your application will be archived and not processed. High school students applying prior to graduation *are still required to submit their current transcript for consideration into the program.***
- 3) Be at least 17 years of age
- 4) Be a high school graduate (or graduation pending within year of intake) or have passed the GED
- 5) Have a valid driver's license
- 6) Make a qualifying score on the aptitude test (you will be notified by mail of aptitude test date)

REQUIREMENTS OF THE INSIDE ELECTRICAL APPRENTICESHIP PROGRAM:

- 1) Must possess a laptop computer for classroom and homework assignments.

-OVER PLEASE-

- 2) Five (5) year program with classroom training
- 3) 8000 hours on-the-job training
- 4) Classes meet 3 hours per night for 2 nights each week for a minimum of 200 hours per school year (please note: there is potential for some mandatory Saturday classes/assignments)
- 5) Required to buy school books each year (varies by school year)
- 6) Pass a urine drug screening (UDS) upon selection into the apprenticeship program.

SPECIFIC INSTRUCTIONS:

A. Applications and Transcripts

You must have your high school and/or the state furnish this office with an official transcript(s)/GED. If you request your transcript online the transcript should be emailed to jatfan@comcast.net or mailed to Apprentice Office, 20 Morgan Drive, Reading, PA 19608.

High school students applying prior to graduation **are still required to submit their current transcript for consideration into the program.**

*****If your transcript/GED is not received your application will be archived and not processed.**

It is your responsibility to contact this office to be sure the transcript has been received.

Preferred method of contact is email at jatfan@comcast.net

B. Aptitude Tests

Those applicants who have completed an application and have submitted their transcripts will be notified by U.S. mail and e-mail to come in for an aptitude test - date to be determined. The aptitude test covers general reading comprehension and math.

Please note: There is no fee to apply, however, those applicants who qualify for the aptitude test (by submitting their transcripts) will be required to pay a \$10 processing fee for the aptitude test. Payment must be submitted the morning of the test; cash or checks made payable to IBEW LU 743 Rdg Joint Apprenticeship (we can stamp your check the morning of if preferred.) If payment is not presented you will not be allowed to take the test.

Voluntary math and reading comprehension courses are available online at www.ElectricPrep.com. Basic mathematical and reading comprehension skills are essential to qualify for the apprenticeship. Electric Prep offers a refresher course for a fee to review the key mathematical and reading comprehension skills associated with the trade. The refresher courses are optional, not a requirement.

C. Notification after All Documents Received

Upon obtaining a qualifying score on the aptitude test you will be notified by mail of an interview date with the committee.

D. Change of Address: Please be sure to notify this office of any change of address.