

Area II Plumbers JATC Open Enrollment Applicant Checklist:

***Incomplete Applications, or Applications *without* Requirements, will **Not** be Accepted!**

Application

- Completed Application**
 - Legible - Illegible Applications will be considered as incomplete
 - No blank spaces - N/A where not Not Applicable
 - Checked for accuracy
 - Complete both sides
 - Signed and dated

Verification Requirements

- Legal Identification** (Verification of age - at least 18 years of age)
 - State Issued Driver's License (Preferred)
 - ~or~ Current Passport
 - ~or~ Birth Certificate
- High School Diploma* or GED**
 - *If graduation date or Diploma is listed on Transcripts a copy of diploma is not required
- High School Transcripts** (Does not need to be official)
 - *If graduation date or Diploma is listed on Transcripts a copy of diploma is not required
- College or Trade School Transcripts** (Does not need to be official)
 - If applicable*
- Math Requirements**
 - High School transcripts showing passing either Algebra I or Integrated Math II with at least a C average
 - ~or~ College Transcripts showing passing Algebra I with at least a C Average
 - ~or~ College placement test with a minimum score of 60 in Math
- Work History**
 - Resume ~**AND**~
 - Paystubs or W-2s for verification
 - Construction or Plumbing History ONLY: Statement on company letterhead listing length/time of employment and basic duties may be accepted in lieu of paystubs or W-2s
- Other**
 - Current First Aid or CPR Certificate or Card (*If applicable*)
- Veterans**
 - If released within the last 24 months, DD-214*
- Previous Plumbing Apprenticeship Experience**
 - Documentation from previous program- contact officeadmin@area2app.com for details*