



Austin Electrical Training Alliance  
 4000 Caven Rd.  
 Austin, TX 78744  
 www.austineta.org  
 512-389-3024

Appl. #:

**Applicant Checklist**  
**Applications taken on Wednesdays from 2:00pm - 4:00pm**

Applicant Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Phase 1 Required Documents:**

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | \$35.00 Application Fee  |
| <input type="checkbox"/> | Valid Driver's License (original) "plus original copy"                   |
| <input type="checkbox"/> | Social Security Card (original) "plus original copy"                     |
| <input type="checkbox"/> | Birth Certificate (original) "plus original copy"                        |
| <input type="checkbox"/> | Certified Copy of High School Transcript (Even If You Have College)      |
| <input type="checkbox"/> | Must Have Proof of Passing 1 Year of High School Algebra                 |
| <input type="checkbox"/> | GED If You Did Not Graduate From High School                             |
| <input type="checkbox"/> | Copy of Registered for Selective Service Form (males only) (www.sss.gov) |
| <input type="checkbox"/> | DD-214 if Prior Service "plus original copy"                             |

**NOTE: Bring Driver's License**

**Phase 2 Aptitude Test/Orientation**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <b>Letter of Intent</b> (Why do you want to be in the Apprenticeship Program) |
| <input type="checkbox"/> | <b>Resume</b>   |
| <input type="checkbox"/> | <b>Letters of Reference (3)</b>   |

**Phase 3 Interview with JATC Committee**

Date: \_\_\_\_\_ Time: 12:45PM

**Phase 4 Placement Results**

Date: \_\_\_\_\_ Time: 7:30AM

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Apprentice License (Bring \$20.00)           |
| <input type="checkbox"/> | Union Fee (Bring \$34.50)                    |
| <input type="checkbox"/> | Bring Social Security Card & Drivers License |

**Time Line**

- Phase 1: Every Wednesday - Year Round
- Phase 2: As Scheduled
- Phase 3: Second Monday of the Month
- Phase 4: Will Be Notified

David Terwilleger  
 Training Director

Revised 1-10-2018