

APPLICATION PROCESS FOR PLUMBING APPRENTICESHIP

MILWAUKEE AREA JOINT PLUMBING APPRENTICESHIP COMMITTEE

(Plumbers Local 75 Building)

11175 West Parkland Avenue, Milwaukee, WI 53224-3135

(414) 359-1318

MAKE SURE TO UPDATE YOUR CONTACT INFORMATION WITH THE APPRENTICESHIP OFFICE.

STEP 1	APPLICATION PARTICIPATE in an online Orientation/Application session. Register in the Pipe Trade Careers Portal for access: https://pipetradecareers.com/wi/75/ . Upon finishing the Orientation videos, DOWNLOAD, COMPLETE and RETURN the Application form and EEOC Supplemental Information form to the Apprenticeship Office (11175 W Parkland Ave, Milwaukee, WI 53224) - NO EMAILS .
STEP 2	TRANSCRIPTS (HIGH SCHOOL or GED/HSED) HIGH SCHOOL: Official, includes school seal/stamp & date of graduation. GED/HSED: Official, includes test scores & date of issuance. * Must be from a state-accredited or state-approved institution. * Diplomas/Certificates are NOT acceptable forms of documentation. * NO photocopies, faxes or emails.
STEP 3	ASSESSMENT (ACCUPLACER, ACT or TABE) ACCUPLACER: Use our TEST AUTHORIZATION FORM to take the ACCUPLACER OR as CONSENT TO RELEASE your scores for a prior ACCUPLACER or TABE Test. ACT: Visit act.org , select the "How to Send Scores" link & use our College Code: 8002 * Scores are considered valid for five (5) years from the test date. * Must have taken ALL required categories for a prior assessment to be accepted. * Passing scores must be sent from the Testing Facility to the Apprenticeship Office.
STEP 4	LETTER OF INTRODUCTION * At a session scheduled by the Apprenticeship Office, receive your Letter of Introduction, which "introduces" you as a QUALIFIED APPLICANT of our program. * Use your letter to apply with plumbing companies. * We will provide you a partial list of plumbing companies currently approved to train apprentices with our program. * Your name & contact information will also be available to plumbing companies requesting that information.
STEP 5	SELECTION * Find a plumbing company to hire you as an apprentice. * The company will submit a NEW APPRENTICE REQUEST FORM to the Apprenticeship Office requesting to place you as an apprentice. * The Apprenticeship Office will review the request, for approval. * You will be required to pass a pre-employment drug test. * The Apprenticeship Office will go over program requirements, obligations & standards. * You will sign an Apprentice Contract.

AN APPLICATION BECOMES EXPIRED AFTER (1) YEAR OF INACTIVITY & IS PURGED AFTER (5) YEARS OF INACTIVITY.