



APPRENTICESHIP RELATED TRAINING PROGRAM APPLICATION
 NORTH DAKOTA STATE ELECTRICAL BOARD
 SFN 62002 (6-2021)

Program Requirements:

- Criteria must be set up for instructor to follow (i.e., curriculum, classroom, substitute instructor, computer, books, keys for building, pay, labs, grading, attendance, student absences, and make-up of class cancellations).
- A gradebook must be set up and maintained based on minimum homework, quiz, and labs accomplished per week.
- Grades must be documented and kept for all students.
- Students must sign in and out for compliance of hours and accountability.
- The provider must have a method to transfer a student transcript between other related training programs.
- Students must complete a minimum of 144 hours per year of related instruction.
- All assessments/exams must be accomplished in a classroom setting or proctored.
- Code book must be in cycle with state required code [i.e., we are using 2017 code yet this year, and all students will need a 2020 code book next year for a 3-year cycle].
- Students must have their curriculum books and workbooks for the semester.
- No smoking or alcoholic beverages are allowed in class.
- Students may receive breaks not to exceed 10% per hour.
- Curriculum must be board approved.

NEC (National Electrical Code) Year		Sponsor of Program	
Program Type - check all that apply <input type="checkbox"/> Classroom <input type="checkbox"/> Online <input type="checkbox"/> Correspondence <input type="checkbox"/> Webinar			
Program Title			
Contact Person			
Address			
City		State	ZIP Code
Telephone Number			
Email Address		Website Address	
List of Sponsor's Curriculum Materials <input type="checkbox"/> No <input type="checkbox"/> Yes - Attach			
Instructor Meets Experience, Qualifications and Must Lecture and Maintain the Curriculum <input type="checkbox"/> No <input type="checkbox"/> Yes - Attach completed "Apprenticeship Related Training Instructor Application" (SFN 62003)			
Program Syllabus for Each Year of Course (4 years) <input type="checkbox"/> No <input type="checkbox"/> Yes - Attach			
Calendar is Set Up for the School Year (typical August to May) with a List of All Class Dates, Locations, Time and Instructor(s) <input type="checkbox"/> No <input type="checkbox"/> Yes - Attach			

ELECTRICAL CORE CLASS RELATED TRAINING MINIMUM REQUIREMENTS

- Curriculum must meet minimum or exceed required courses as listed below.
- The elective course list are examples. If other industry related courses are offered, attach list.
- Provide classroom hours for required and elective courses in table below.

Required Courses	Minimum Hours Required	Classroom Hours	Elective Courses	Classroom Hours
Electrical Plans/Print Reading	15		Other: (example - 101 hours)	
Branch Circuit Distribution	45		* Industrial Rigging	
Electrical Grounding/Bonding	25		* Tools & Equipment	
Electrical Theory	75		* Advanced Code	
Fire Alarm System	10		* Oil & Gas	
Industry Orientation (Laws & Rules)	5		* Hazardous Locations	
Material Identification	5		* CPR/First Aid	
Mathematic	40		* Cabling/PLC Communications	
Motor Controls	30		* Confined Space	
Motors	20		* Arc Flash	
National Electrical Code	140			
Electrical Safety	15			
Overcurrent Protection	10			
Building Automation	10			
Transformers	30			
Minimum Total Required: 475 hours	475		Minimum Total Elective: 101 hours	
Minimum Total Required & Elective Hours			576	

Signature	Date
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FOR OFFICE USE ONLY

<input type="checkbox"/> Approved	Program Approval Number ND #
<input type="checkbox"/> Denied	Reason
Signature	Date

Submit completed application to:

North Dakota State Electrical Board
PO Box 7335
Bismarck, ND 58507

Phone: 701-328-9522
Fax: 701-328-9524
Email address: electric@nd.gov
Website: www.ndseb.com