



Professional & Community Education

4203 S. Providence Rd · Columbia, MO 65203
Ph: 573-214-3803 · Fax: 573-214-3811

AWS Approved Welding Program Fall 2017 Application Packet

Thank you for your interest in the AWS Welding Program sponsored by Columbia Area Career Center, of Columbia Public Schools. This classroom/shop-based, instructor-led program will help you develop the background knowledge and skills you need in preparation for the welding industry. This letter explains the important considerations of the application as well as information on our program.

Welders are employed by a wide variety of industries such as agriculture, heavy machinery, auto manufacturing, military weaponry, structural fabrication, manufacturing, power plant production, oil/gas pipelines, commercial and residential construction. All of these industries require skilled employees that share a similar knowledge base. The AWS Welding Program encompasses classroom theory and real hands-on lab training. Our knowledgeable instructors have real on-the-job experience as tradesmen and professionals in the welding industry.

Job prospects for skilled welders remain excellent due to a nationwide demand for skilled welders. Welders are a critical component to industry and the building of infrastructure. Our focus is local, world class training for careers all over the world.

GENERAL PROGRAM INFORMATION

Classes will meet Monday, Tuesday and Thursday from 5pm-9pm and every other Saturday from 8 am to 5 pm beginning August 28, 2017 through July 26, 2018.

All students who complete 635 hours of training will receive the Columbia Area Career Center AWS Welding Certificate. Follow AWS approved curriculum to test for Sense Level I and II certifications. These real-world techniques combined with hands-on training will give you valuable skills in the workforce. Learn shielded metal arc welding, gas metal arc welding, gas tungsten arc welding and flux cored arc welding.

The tuition *and* textbook fee for the Fall 2017 session will be **\$8,995.00**. *Tuition is due in full on August 24, 2017. Financial aid and/or a monthly payment plan is available; interested students should contact the Financial Aid Administrator at (573) 214-3809 immediately to begin the application process. All financial arrangements must be made prior to the start date.*

Students will be required to wear proper welding attire after the first night of orientation and safety training. Proper welding attire consists of long sleeve cotton shirts, pants and high-top leather steel-toe boots. Students may want their own welding helmets, jacket and gloves, but

these items will be provided by the Columbia Area Career Center. A duffle bag to carry gear is recommended, as lockers will be available on a first come first serve basis.

ADMISSION CRITERIA

- Contact Financial Aid Administrator (573) 214-3809
- Accurate completion of the application (form enclosed)
- \$45 application fee, payable by cash, check or M/C, Visa, or Discover
- Completion of NCRC Admission Test
- Letter of intent (form enclosed)
- Letter of professional recommendation from an employer or instructor in support of your application (form enclosed)
- Submit copy of high school diploma or equivalent
- Possible Interview (to be held after application deadline)

NCRC TEST DATES

May 23, 2017	Tuesday	9:00 am – 1:00 pm
June 14, 2017	Wednesday	1:00 pm – 5:00 pm
July 11, 2017	Tuesday	1:00 pm – 5:00 pm
July 26, 2017	Wednesday	9:00 am – 1:00 pm
August 10, 2017	Thursday	1:00 am - 5:00 pm

ADMISSION TIMELINES

- ***APPLICATION DEADLINE – Thursday, August 10, 2017 at 4:00pm***
- ***August 24, 2017*** – Tuition due in full; Students using a payment plan and/or financial aid must make their down payment to hold their spot in the AWS Welding Program.
- ***August 28, 2017*** - Classes begin (orientation will be held during the first class session).

Columbia Area Career Center complies with the Americans with Disabilities Act and will provide reasonable accommodations for individuals with disabilities. If you require special arrangements for testing, you must submit the following:

- *Documentation of disability by a qualified professional. (This documentation must not be more than 3 years old and should be based upon adult norms.)*
- *Request for accommodations.*

Please allow 30 days for accommodations to be coordinated. Direct your requests to: ADA Coordinator, Columbia Area Career Center, 4203 S. Providence Rd., Columbia, MO 65203.

Mail the application packet to:

Admissions Committee/ AWS Welding Program
Columbia Area Career Center
Professional & Community Education – Room 147
4203 South Providence Road
Columbia, MO 65203

Or via email at:
adulted@cpsk12.org

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AWS Welding Program

COLUMBIA AREA CAREER CENTER – PROFESSIONAL & COMMUNITY EDUCATION

Please complete this application as accurately as possible in typed form, or print legibly in ink. Application for Fall 2017 program must be received by **August 10, 2017**.

GENERAL INFORMATION

Last	First	Middle	Maiden/Former Name
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Current Address	City	State	Zip
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Home Phone	Cell Phone	Social Security Number
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Email address	Date of Birth
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Emergency Contact	Relationship to Applicant	Phone Number
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WORK EXPERIENCE

Employer Name & Address	Dates of Employment
Basic Duties	

Employer Name & Address	Dates of Employment
Basic Duties	

PROFESSIONAL REFERENCES – please list 3

Name, Company/School, & Phone #	Relationship
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Name, Company/School, & Phone #	Relationship
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Name, Company/School, & Phone #	Relationship
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List any current certificates, licenses, or other credentials:

List any previous employment, training, workshops, seminars, or other educational opportunities you have experienced related to welding.

I certify that the above information is correct and complete. I understand that I am responsible for notifying the Program Director of any changes of address or phone number. I also understand that I am responsible for my own transportation to and from the Columbia Area Career Center.

Signature

Date

Deadline for application packets is August 10, 2017

AWS WELDING PROGRAM



Letter of Intent

Please discuss your interest in the AWS Welding Program in the space provided below. Include in your discussion how these interests have developed, why you wish to train in the field of welding and what you plan to do upon completion of this program. Please include in your response why specifically you want to work as a welder and what your ultimate goals are. Also give examples of experience you have had before in welding.

Name of Student

Signature

Date

Deadline for application packets is August 10, 2017



AWS WELDING PROGRAM

Letter of Recommendation Form

Application to the Columbia Area Career Center AWS Welding Program requires a letter of recommendation. Please utilize this form to submit your recommendation.

Applicant's Name _____

Please provide information below that led to your recommendation of this applicant.

Name _____ Relationship to applicant _____

Phone Number _____ E-mail address _____

Signature

Date