



## Application Process

The Juneau Construction Academy introduces adults, 18 and older, to careers in the construction trades. Follow these directions to apply for **FREE** training. Acceptance is on a competitive basis.

1. **Complete the Juneau Construction Academy application and Alaska Works Partnership Registration form.** These forms are available at the Juneau Job Center, The Learning Connection or on-line at: [www.juneauconstructionacademy.org](http://www.juneauconstructionacademy.org).
2. **Sign up for the following three Career Ready 101 Tests:** Reading for Information, Applied Mathematics and Locating Information. To enroll go to the Juneau Job Center, 10,002 Glacier Highway, Suite 100. For assistance contact Jennifer Nebert (465-2952) at the Juneau Job Center. **Career Ready 101** is an internet based program and accessible from any computer with internet access.

A score of a **Level 4** or higher is required to enter the Juneau Construction Academy. Upon successful completion of **JCA training**, you will have the opportunity to pursue a nationally recognized **ACT WorkKeys Career Readiness Certificate**. This is a proctored exam and requires scheduling with Karac "Rac" Bronyraur (465-2964).

3. **A Resume and two Letters of Recommendation** (from teachers, employers, coaches, etc.) are worth points in the admissions scoring process.
4. All individuals submitting complete applications (including successful Career Ready 101 assessment scores) will be offered a **20 minute interview** for class placement. Class sizes are limited and interviews do not mean you have been selected.

Submit Application To:  
**Admissions Coordinator, Juneau Construction Academy**  
**The Learning Connection, 210 Ferry Way, tel 586-5718 fax 586-5673**

\*Juneau Job Center

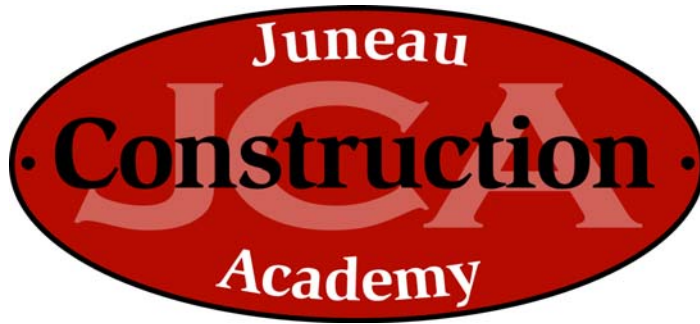
10,002 Glacier Highway Suite 100

465-2952

\*\*The Learning Connection

Downtown, 210 Ferry Way

586-5718



Today's Date: \_\_\_\_\_

**JUNEAU CONSTRUCTION ACADEMY  
Application Form**

*Please Print*

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

Best Telephone Contact: \_\_\_\_\_ Best time to reach you by phone: \_\_\_\_\_

Second Phone Number \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Gender: Male  Female  Age \_\_\_\_\_ Birth Date: \_\_\_\_\_

Permanent contact (someone who does not live with you, who has a phone, and can contact you): Their Name, Relationship to you & Contact Phone:

\_\_\_\_\_

1. Which basic trades interest you? Please mark one box only under your 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> choices.

1<sup>st</sup> choice:

- Plumbing  Welding  
 Drywall Finishing  
 Carpentry  
 Electrical

2<sup>nd</sup> Choice:

- Plumbing  Welding  
 Drywall Finishing  
 Carpentry  
 Electrical

3<sup>rd</sup> Choice:

- Plumbing  Welding  
 Drywall Finishing  
 Carpentry  
 Electrical

Would you be interested in taking a trades math course: geometry, algebra, trigonometry?

2. What is your Race/Ethnicity? Please make no more than 2 choices:

- American Indian  Non-Hispanic African American  Non-Hispanic Caucasian  
 Alaska Native  Hispanic/Latino  Asian American/Pacific Islander  Other

3 a. Do you have a high school diploma or GED? Yes  No

b. What is the highest grade you completed in school (circle one)? 8 9 10 11 12  
13 or more

4. Are you a U. S. Citizen or legal worker? Yes: Citizen  Yes: Legal Worker  No

5. Are you a U. S. veteran? Yes  No   
If yes, have you registered with Helmets to Hardhats? Yes  No

6. Do you have a strong fear or dislike of any of these conditions? (Choose all that apply)

- Work at Heights     Dirty work     Outdoor Work     Confined Spaces  
 Noisy Places     Cold Work     Hot Work     Hard Physical Work  
 Travel     Powered Equipment

7. How did you hear about the Juneau Construction Academy?

- Capital City Weekly     Juneau Empire     Juneau Job Center     Flier on Bulletin Board  
 From a Former Academy Student     Movie Theater Screen Ad     Radio Ad \_\_\_\_\_  
 Website     Other (specify) \_\_\_\_\_ Station?

8. Have you previously attended a Construction Academy? Yes  No   
If yes, what course(s) have you taken? \_\_\_\_\_  
\_\_\_\_\_

9. List any special skills or training certificates you hold: \_\_\_\_\_  
\_\_\_\_\_

10. List any licenses or certifications you hold: \_\_\_\_\_  
\_\_\_\_\_

11. Construction is a drug free environment. Are you willing to be drug tested?  
Yes  No

12. Do you have a current Alaska Drivers License? Yes  No   
If no, are you eligible to get one and when?

13. Do you rely on the city bus for transportation? Yes  No

14. Please write an explanation of why you want to take a course or courses from the Juneau Construction Academy and how that fits into your future plans:

15. Do you have a resume? Yes  (Please attach to your application) No  (Please complete Work History questions, starting with most recent job).

**WORK / VOLUNTEER HISTORY:**

1. Employer/Company Name: \_\_\_\_\_  
Dates(mo/yr): from \_\_\_\_\_ to \_\_\_\_\_ Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Pay: \_\_\_\_\_  
Duties: \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

2. Employer/Company Name: \_\_\_\_\_  
Dates(mo/yr): from \_\_\_\_\_ to \_\_\_\_\_ Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Pay: \_\_\_\_\_  
Duties: \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

3. Employer/Company Name: \_\_\_\_\_  
Dates(mo/yr): from \_\_\_\_\_ to \_\_\_\_\_ Location: \_\_\_\_\_  
Job Title: \_\_\_\_\_ Supervisor: \_\_\_\_\_ Pay: \_\_\_\_\_  
Duties: \_\_\_\_\_  
\_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

**Provide name and contact numbers for two references, at least one of whom is an employment reference:**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

I certify that the statements made by me on this form are accurate and true to the best of my knowledge. I understand that The Learning Connection may provide this information in personally identifiable form to the State of Alaska, the federal government, or private organizations to receive program funding or to provide or obtain services for me. In addition, I authorize The Learning Connection to obtain personally identified information about my employment, education, and participation in public assistance programs from the state government, my employers, or other organizations when needed to carry out Juneau Construction Academy program objectives. Understanding this need, I authorize these entities to release and/or verify such information to The Learning Connection at anytime without my further consent.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Date**

**Please Submit Completed Application To:**

**Juneau Construction Academy Admissions Coordinator  
The Learning Connection  
210 Ferry Way, Juneau, AK 99801**

**Phone: 586-5718**

**Fax: 586-5673**

## Media Release / Consent

For and in consideration of the opportunity of appearing in or participating in one or more video recordings, sound tracks, films, photographs, written articles or recordings, I hereby consent to the use and editing thereof and release The Learning Connection, Juneau Construction Academy, Alaska Works Partnership, Inc., Alaska Construction Academy, the Alaska Department of Labor and Workforce Development and its employees and assignees from any and all claims resulting from such use, sale, editing and release to the newspapers and/or television stations/channels or newsletters.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.  
Day Month Year

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature of Participant

\_\_\_\_\_  
Reach me at these phone numbers  
(If applicable, list home phone, work phone,  
cell phone, and/or message phone)



