Kilgore College Electrical Power Technology (KCEPT) Student Information Form

KCEPT Fall 2020 Certificate – Application Deadline is July 10, 2020
Registration will be accepted only if class space is available when prerequisites (WorkKeys assessments, Class A CDL permit, DOT physical, submission of transcripts, and proof of health insurance) are met.

### Student Information

<table>
<thead>
<tr>
<th>Full Name:</th>
<th>Last</th>
<th>First</th>
<th>M.I.</th>
<th>DOB:</th>
</tr>
</thead>
</table>

Social Security #: ____________________________
In order to protect your SS#, the college computer system will convert your SS# into a student ID# for your records.

Gender:   Male   Female

College and universities are asked by the federal government, accrediting associations, college guides, newspapers, and our own college/university communities, to describe racial/ethnic backgrounds of our students and employees. In order to respond to those requests, we ask you to answer the following:

1. Are you Hispanic or Latino? (Are you a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture of origin, regardless of race?)   YES   NO
2. Please select the racial category or categories with which you most closely identify. Check as many as apply:
   - American Indian
   - Native Hawaiian or Other Pacific Islander
   - Asian
   - White
   - Black or African American

Address:

<table>
<thead>
<tr>
<th>Street Address</th>
<th>Apartment/Unit #</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>County</th>
<th>ZIP Code</th>
</tr>
</thead>
</table>

Phone:_________________________ Email:_________________________

Are you a citizen of the United States? YES   NO   If no, are you authorized to work in the U.S.? YES   NO

Have you ever been convicted of a felony or misdemeanor?_____YES _____NO
If YES, please give dates and explain:
__________________________________________________________

Current type of driver’s license you hold:_________________________ CDL permit or license: ______________________

### WORK EXPERIENCE

Current or previous employer: ____________________________

Any previous experience related to the electrical field?______________________________________________

### EDUCATION

High School graduate? ____YES ____NO   GED equivalency? ____YES ____NO   College degree? ____YES ____NO
If no college degree, number of years of college?___________
Are you receiving a scholarship to attend KCEPT? YES NO

STATEMENT OF UNDERSTANDING

- Information Session: 5/22/2020 @ 6:00 p.m. at Whitten Applied Technology Center
- Mandatory Orientation: 8/14/2020
- Course dates: 8/17/2020 – 10/22/2020
- Lineman Rodeo and Graduation: 10/23/2020
- No unexcused absences
- Classes held at two (2) locations:
  1. KCEPT Training Field, 2317 CR174 East Kilgore, TX 75662
  2. Whitten Applied Technology Center; 1306 S. Henderson Blvd., Kilgore, Texas, 75662

- Application Prerequisites must be met on 7/10/2020 application deadline
- Tools and equipment “Vendor Night” 6/26/2020 4:00 p.m. at Whitten Applied Technology Center, 1306 S. Henderson Blvd., Kilgore, Texas, 75662
- Passage for the drug screening no earlier than 30 days prior to the first day of class is required.

Please Note:
Admission into the Kilgore College Electrical Power Technology Certificate is based on a first-come basis. All application/prerequisite materials must be received in the Whitten Applied Technology Center no later than 5:00 p.m. on 06/28/2019. Applications are accepted via USPS mail, email, and fax.

Address: 1100 Broadway, Kilgore, Texas 75662-3204; Attention: Kilgore College Electrical Power
Email: Technology rhorn@kilgore.edu
Fax: 903/983-8132

For further information, call: 903/988-7452 or 903/988-7576

By signing below you are stating that you understand and will adhere to the requirements.

signature: ____________________________ Date ____________________________

Please DO NOT write below this line.

Remaining Items for Kilgore College Staff Completion Only.

All application prerequisites completed: YES NO

Date all prerequisites completed: ____________________________

Kilgore College ID# ____________________________

Notes: ____________________________
KILGORE COLLEGE ELECTRIC POWER TECHNOLOGY CERTIFICATE

Does your driving record prevent your getting a CDL Class “A” driver's license? If so, you are not eligible for the Kilgore College Electric Power Technology (KCEPT) Certificate. Check with your Department of Public Safety (DPS) office to review your driving record AND your driving history.

Prerequisites:

1. **Class “A” CDL LEARNER'S PERMIT. YOU MUST HAVE THE CLASS “A” CDL LEARNER’S PERMIT TO BE ACCEPTED INTO THE PROGRAM.**

2. **If you do not have a Class “A” CDL learners permit, check with the DPS office:**
   - Pick up a CDL booklet to study from any DPS Office in Texas.
   - Take written (on computer) test at any DPS facility
   - Once you have your permit, you will have 180 days to take your driving test. If needed, you are allowed one extension with your permit which must be filed 30 days before permit expiration.
   - If you exceed the extension period, you will be required to retest for your permit.

   Note – if a student is under the age of 21, the CDL Class “A” license is for driving in Texas only.

   All Texas DPS/DOT information subject to change regarding state and federal regulations.

3. **DOT (Department of Transportation) Physical.** The DOT card may be faxed to Kilgore College Electric Power Technology fax: 903-983-8132, or you may bring a copy to our office. You will keep the short form and carry it in your wallet.

4. **WorkKeys Assessments.** Take the three assessments listed below. A minimum score of four (4) on each assessment is required for this certificate.

   - **Reading for Information**
   - **Graphic Literacy**
   - **Applied Math**

   These assessments may be scheduled through our office. There is a fee for the assessments. Please call Jan Washburn at 903-983-8683 (Kilgore) or Testing Services - Longview Campus at 903-236-2051 to schedule the WorkKeys assessments. To find a testing center near you follow the link here: http://www.act.org/content/act/en/products-and-services/workkeys-for-job-seekers/shared/test-site-locator-form.html

5. **Proof of health insurance for the 10-week length of the course.**
6. **Proof of high school graduation (transcript or diploma), GED or college transcript.**

7. **Non-DOT (10-panel) Drug Screen Test.** The drug screen must be within 30 days prior to the first day of class. Complete the attached “Request for Non DOT 10-Panel Drug Screen Results” form and give to the medical office. This completed form gives permission to fax your results to Kilgore College Electric Power Technology Fax # 903-983-8132. You will not need this until you have been officially accepted into the class.

The courses are progressive—if you do not pass one, you do not advance to the next course. This certificate is not eligible for Financial Aid, but is eligible for VA.

Updated: January 2, 2018
I. Tuition:

<table>
<thead>
<tr>
<th>Courses</th>
<th>Charge</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Electrical Fundamentals</td>
<td>$375.00</td>
<td>48</td>
</tr>
<tr>
<td>2. Climbing Skills</td>
<td>$650.00</td>
<td>64</td>
</tr>
<tr>
<td>3. Workplace Communications</td>
<td>$175.00</td>
<td>15</td>
</tr>
<tr>
<td>4. CPR/First Aid/AED Training</td>
<td>$70.00</td>
<td>7</td>
</tr>
<tr>
<td>5. Transformer Connections</td>
<td>$450.00</td>
<td>48</td>
</tr>
<tr>
<td>6. Introduction to Electrical Safety and Tools</td>
<td>$375.00</td>
<td>48</td>
</tr>
<tr>
<td>7. Live Line Safety</td>
<td>$475.00</td>
<td>64</td>
</tr>
<tr>
<td>8. Occupational Safety and Health</td>
<td>$275.00</td>
<td>40</td>
</tr>
<tr>
<td>9. Distribution Operations</td>
<td>$275.00</td>
<td>32</td>
</tr>
</tbody>
</table>

TOTAL CHARGES FOR TUITION $3,120.00 366 hours

II. Other Costs:

<table>
<thead>
<tr>
<th>Costs</th>
<th>Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fees for DOT Physical and Drug Screen</td>
<td>$150.00 (Average)*</td>
</tr>
<tr>
<td>DPS Fees for Permit and Written Tests</td>
<td>$75.00 (Average)**</td>
</tr>
<tr>
<td>Cost of Line Worker Equipment and Tools</td>
<td>$2600.00 – $3000.00*</td>
</tr>
<tr>
<td>Cost of Textbooks</td>
<td>$340.00</td>
</tr>
<tr>
<td>Materials Fee (Uniform shirts)</td>
<td>$100.00</td>
</tr>
<tr>
<td>WorkKeys Tests</td>
<td>$35.00</td>
</tr>
</tbody>
</table>

*Cost vary depending on vendor.
**Costs vary depending on amount of time left on current license.
EECT 1005 – Basic Industrial Electricity.  (48 hrs.) 1 weeks $375
This course covers the theory and application of electrical energy with emphasis on industrial and commercial systems. Includes AC and DC theory, electrical generation, transmission, distribution and switching, and single phase and three phase motor principles (15.0303)
Mon.-Fri., August 17-21, 8 a.m.-12:30 p.m. – 1 p.m.-6:30 p.m. K.C. Campus

LWK 2021 – Live Line Safety.  (64 hrs.) 2 weeks $475
This course is a study of cover-up procedures and safety requirements for work on energized electrical circuits. Topics include use, care, and inspection of cover-up material, recognition of nominal voltages, energized parts, approach distances, and safety. (46.0303)
Mon. - Fri., August 24-28, 8:00 a.m. – 3:30 p.m., K.C. Campus & KCEPT Training Field
Mon. - Fri., October 12-16, 8:00 a.m. – 3:30p.m., K.C. Campus & KCEPT Training Field

BMGT 1022 – Workplace Communications.  (15 hrs.) 1 week $175
This course covers communication skills applicable to individuals or groups in the workplace. Topics includes skills in listening, writing, and verbal/non-verbal communication. (52.0201)
Mon.-Fri., August 31 – September 4, 1:30-4:30 p.m. K.C. Campus

EMSP 1026 - CPR Training/First Aid  (7 hrs.) 1 day $70
This covers instruction in CPR, First Aid, and AED use for injured and ill persons.
Tues., April 28, 7:00 a.m. – 3:00 p.m. Kilgore College Campus

OSHT 2011 – Occupational Safety and Health Management. (40 hrs.) 1 week $275
This course explores the major safety issues that affect the workplace, including general safety awareness, loss control and regulatory compliance. (15.0701)
Mon.-Fri., September 7-11, 8:00 a.m.- 12:30p.m. / 1p.m. - 5:00 p.m., K.C. Campus

LWK 1011 – Climbing Skills.  (64 hrs.) 2 weeks $650
This course is an introduction to the theory and applications of pole climbing. Topics include safety, climbing techniques, tool and pole inspection, pole top rescue, rigging, and fall protection devices. (46.0303)
Mon.-Fri., September 14-18, 8:00 a.m. – 3:30 p.m. K.C. Campus & KCEPT Training Field
Mon.-Fri., September 28 – October 2, 8:00 a.m. – 3:30 p.m. K.C. Campus & KCEPT Training Field

ELPT 1021 – Introduction to Electrical Safety and Tools.  (48 hrs.) 1 week $375
This course covers safety rules and regulations. Topics include the selection, inspection, use, and maintenance of common tools used by electrical workers. (46.0301)
Mon.-Fri., September 21-25, 8:00 a.m. – 12:30p.m. / 1p.m.-6:30 p.m., K.C. Campus

LWK 1031 – Transformer Connections.  (48 hrs.) 1 week $450
This course is an introduction to basic transformer connections and theory (including basic alternating current (AC) theory and their direct application to single phase and three phase transformers. Students will study and practice basic transformer connections and fundamentals. (46.0303)
Mon-Fri., October 5-9, 8:00 a.m.-12:30p.m. / 1p.m. - 6:30 p.m., K.C. Campus & KCEPT Training Field

TBD, 8:00 a.m. – 3:30 p.m., MOCK INTERVIEW, M.K. Whitten Applied Technology Center; Kilgore, Texas

LWK 1041 – Distribution Operations.  (32 hrs.) 1 week $275
This course is a study of the theoretical and practical operation of electric utility distribution systems. Topics include customer service voltages, capacitors, and coordination of protection equipment. (46.0303)
Mon.-Thurs., October 19-22, 8:00 a.m.- 12:30p.m. / 1p.m. 5:30 p.m., K.C. Campus & KCEPT Training Field

Lineman's Rodeo: Fri., October 23, 9 a.m.-12 p.m.  Graduation:  4 p.m.
Kilgore College Electric Power Technology

LEVEL 1 LINEMAN REQUIRED TEXTBOOKS

TEXTBOOKS:


4. **Course workbooks for Power Points, these can only be purchased at KC Bookstore.**

*OSHA book needs to be the most current edition available

Kilgore College Electric Power Technology

903-988-7576

E-mail: rhorn@kilgore.edu

Revised March 2019
Below are the tools that you must have before the second week of class. You may choose either of the vendors below.

<table>
<thead>
<tr>
<th>Item #</th>
<th>EQUIPMENT &amp; TOOLS</th>
<th>Item #</th>
<th>EQUIPMENT &amp; TOOLS</th>
</tr>
</thead>
<tbody>
<tr>
<td>475369</td>
<td>MSA Hard Hat White Full Brim</td>
<td>457369</td>
<td>MSA Hard Hat White Full Brim</td>
</tr>
<tr>
<td>76PAT</td>
<td>Bashlin Patriot</td>
<td>488R</td>
<td>Buckingham Super Squeeze</td>
</tr>
<tr>
<td>BD14-1N</td>
<td>Bashlin Aluminum Climbers</td>
<td>A94089A</td>
<td>Buckingham Climbers</td>
</tr>
<tr>
<td></td>
<td>6' Nylon Pole Strap w/dbl locking snap</td>
<td></td>
<td>6' Nylon Pole Strap w/dbl locking snap</td>
</tr>
<tr>
<td>145BCVW</td>
<td>Bashlin Velcro Wide Climber Pads</td>
<td>35021c (pr)</td>
<td>Buckingham Velcro Climber Pads</td>
</tr>
<tr>
<td>4016NX-8</td>
<td>Bashlin Transition Adj. Rope Strap</td>
<td>9--8</td>
<td>Buckingham transition rope safety lanyard</td>
</tr>
<tr>
<td>88UX4DCC</td>
<td>Bashlin Climbing Belt</td>
<td>20192M</td>
<td>Buckingham Climbing Belt</td>
</tr>
<tr>
<td>IN1-20</td>
<td>Nemesis Smoke Safety Glasses</td>
<td>19806</td>
<td>Nemesis Smoke Safety Glasses</td>
</tr>
<tr>
<td>1516E</td>
<td>Lineman Work Gloves</td>
<td>552 (pr)</td>
<td>Lineman Work Gloves</td>
</tr>
<tr>
<td>10-015</td>
<td>Nut &amp; Bolt Bag</td>
<td>4570B2</td>
<td>Nut &amp; Bolt Bag</td>
</tr>
<tr>
<td>111HLDSX</td>
<td>Klein Tool Holster</td>
<td>5118P4</td>
<td>Klein Tool Holster</td>
</tr>
<tr>
<td>33L</td>
<td>Bashlin Break-A-Way Hook</td>
<td>2402</td>
<td>Buckingham Break Away Hook</td>
</tr>
<tr>
<td>KT223x4</td>
<td>Klein Wrench (4-in-1 box wrench)</td>
<td>KT223x4</td>
<td>Klein Wrench (4-in-1 box wrench)</td>
</tr>
<tr>
<td>507-10</td>
<td>Klein Wrench (10&quot; Adjustable wrench extra capacity)</td>
<td>507-10</td>
<td>Klein Wrench (10&quot; Adjustable wrench extra capacity)</td>
</tr>
<tr>
<td>600-8</td>
<td>Klein Screwdriver</td>
<td>600-8</td>
<td>Klein Screwdriver</td>
</tr>
<tr>
<td>11417</td>
<td>Plumb 22 oz checked face hammer</td>
<td>11417</td>
<td>Plumb 22 oz checked face hammer</td>
</tr>
<tr>
<td>D213-9NETH</td>
<td>Klein Pliers</td>
<td>D213-9NETH</td>
<td>Klein Pliers</td>
</tr>
<tr>
<td>UT 652-28</td>
<td>Greenlee Holding Hook Knife (2-5/8&quot;)</td>
<td>UT 652-28</td>
<td>Greenlee Holding Hook Knife (2-5/8&quot;)</td>
</tr>
<tr>
<td>63-660</td>
<td>J.L. Matthews Equipment Bag</td>
<td>45331Y</td>
<td>Buckingham Equipment Bag</td>
</tr>
<tr>
<td>804</td>
<td>Lineman Climbing Boots 16&quot; high</td>
<td></td>
<td>Lineman Boots 16&quot; high</td>
</tr>
<tr>
<td>151-T</td>
<td>Lowell Lineman Wrench</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Tool Vendors:**
- Danny Matthews - dmatthews@jlmatthews.com
- J L Matthews Company
- Nardis Public Safety

**Uniform Vendor:**
- J L Matthews Company
- Nardis Public Safety

**Address:**
- J L Matthews Company
  - 620 W Felix Street, Ft. Worth TX 76115
  - 817-924-3360

**Nardis Public Safety**
- 500 E. Main St.
- Kilgore, TX 75662
- 903-984-8900
- E-mail: jamesa@nardispublicsafety.com

**MATERIAL-THREE UNIFORM SHIRTS**

**Revised March 2019**
Kilgore College Electric Power Technology Certificate
Request for DOT Physical

Please Print:

Name ___________________________ ___________________________ ___________________________

Last  First  Middle

Physical Address: ___________________________ ___________________________ ___________________________

Mailing Address if different than Physical Address:

________________________________________

________________________________________

________________________________________

Home Phone: ___________________________ Work Phone: ___________________________

Cell Phone: ___________________________ Date of Birth: ___________________________

Social Security Number: ___________________________

Driver License Number: ___________________________ State Issued: ___________________________

I hereby grant permission to release results of my Department of Transportation Physical and Drug Screen to the Kilgore College Electric Power Technology Certificate program. The fax number is: 903-983-8132.

_________________________________________  ___________________________
Signature  Date
Kilgore College Electric Power Technology Certificate
Request for 10 panel Drug Screen Results

Please Print:
Name ___________________________ ___________________________ ___________________________

Last                  First                  Middle

Physical Address: __________________________________________

________________________________________________________

Mailing Address if different than Physical Address:

________________________________________________________

________________________________________________________

Home Phone: ______________ Work Phone: ______________

Cell Phone: ______________ Date of Birth: ______________

Social Security Number: ________________________________

Driver License Number: __________________________ State Issued: __________

I hereby grant permission to release results of my Department of Transportation Physical and Drug Screen to the Kilgore College Electric Power Technology Certificate program. The fax number is: 903-983-8132.

__________________________________________  __________________________
Signature                                      Date

Revised October 2017