

ELECTRICAL CONTRACTOR AND PRACTICUM STUDENT AGREEMENT FOR ELECTRICAL FOUNDATIONS HARMONIZED PROGRAM

Practicum Learning Goals:

The practicum goal is to expose the student to on-site practical experiences that reinforce the course theory learned in the classroom. Additionally, to provide the student with opportunities to:

- Practice the daily behavior of respecting and listening to co-workers and supervisors.
- Engage in safety awareness, practices and methods.
- Apply mathematics, measuring and material counts as an electrician.
- Apply imperial/metric conversions for construction drawings towards installation.
- Use hand tools and power tools as applicable to electrical work.
- Engage in the concepts of circuitry and analysis of electricity.
- Expose the learner to AC & DC circuitry site applications and site preparation.
- Be aware of electromagnetism considerations in transformers, motors and generators.
- Apply processes in troubleshooting and maintaining motor control systems.
- Use considerations for the environments of installing electrical equipment.
- Use meters and testing equipment for circuitry analysis/implementation and safety.
- Engage in the processes for Voice/Data/Video Systems.
- Integrate the Canadian Electrical Code and Wiring processes into daily activities of electrical work.

Practicum Placement Confirmation:

Each electrical company has its own rationale and processes for accepting a student for practicum placement. Once placed, the student is responsible for coordinating communication with the contractor/on-site supervisor and to identify the company personnel point of contact. The company contact person will supply the practicum student with the details for the practicum placement.

Practicum Hours:

The practicum is based on 150 unpaid hours of practical learning over a period of 4 weeks. Students are projected to work 6 to 8 hours per day however, certain construction site or contractor needs may alter the schedule. Therefore, the practicum student may work a daily schedule that fits the needs of the contractor up to a maximum of 8 hours per day. As practicum students are not paid during their practicum terms, it is not expected that any practicum student should work overtime hours. Once the student completes 150 hours of practicum, the practicum term is considered completed. The 150 hours of unpaid practicum **MUST** be completed in order to receive credit for the program.

Changes:

Due to the nature of unforeseen events or contractor needs, it may be necessary to change work sites during a practicum. The college reserves the right to consider or make changes to the practicum as required at any time.



#101-102, 9486 120 St, Surrey, BC V3V 489
604-603-ACE1 (2231)
info@acecollegecanada.com
www.acecollegecanada.com

Responsibilities of the On-Site Supervisor and Electrical Contractor:

The designated On-Site Supervisor is appointed by the Electrical Contractor. The responsibility of the On-Site Supervisor is to maintain constructive dialogue with the student throughout the practicum and to collect the necessary data to complete the weekly attendance reports and the final student evaluation. At any time, the Electrical Contractor is encouraged to contact the Campus Administrator re: any student matters.

Responsibilities of the Student/ Code of Conduct:

The student, before beginning the practicum, will communicate with the Electrical Contractor and will make any necessary arrangements for the first day on the site.

The Practicum Student will:

- Arrive at the practicum site 15 minutes before the designated start time each day and be ready for work.
- Ensure he/she is dressed appropriately and wearing the required PPE (leave any jewelry at home for safekeeping).
- Supply hand tools for electrical work if/when required.
- Complete a site orientation.
- With the On-Site Supervisor, listen to and confirm through feedback any site matters.
- Follow prescribed safety protocols at all times.
- Complete any required documentation for the practicum term before the practicum end date.

Campus Administrator:

The student and electrical contractor must inform/update the Campus Administrator regarding the student's practicum status in addition to any other matters regarding the student's placement.

I have read and understood the above information and understand that the practicum term is considered completed upon the student's completion of 150 unpaid hours. I understand that all required documentation (weekly attendance reports, final evaluation reports) must be completed and submitted to the Campus Administrator by the practicum end date.

Student's Name: _____

Date: _____

Student's Signature: _____

Contractor's Name: _____

Date: _____

Contractor's Signature: _____