COVID-19 GUIDELINES
UA LOCAL #13
APPRENTICESHIP APPLICATION PROCESS

• 1st Tuesday of each month

• Morning session – 9:00am – 11:00am
  o Application & Math Test must be completed by 11:00am. NO EXCEPTIONS.
• Afternoon session – 1:00pm – 3:00pm
  o Application & Math Test must be completed by 3:00pm. NO EXCEPTIONS.

• At arrival, there will be a sign-in sheet in the over-head door on the right side of the building. Please WEAR A MASK & SANITIZE YOUR HANDS BEFORE PICKING UP PEN/PENCIL. Sign in on the sheet. You must get your temperature taken & write it next to your name along with your phone number. Take that pen/pencil with you! NOTE: If temp. is over 100, you CANNOT ENTER.

• Return to your car until the designated start time.
  NO congregating in groups in the parking lot.

• ONLY 15 APPLICANTS ALLOWED PER SESSION. If there are already 15 in there... you must wait until the afternoon session. If it is the afternoon, you will have to wait until the next month to apply.

• Will enter through overhead door on right side of building ONLY AFTER THE FOLLOWING STEPS...
  o MUST SANITIZE HANDS
  o MUST WEAR A FACE MASK
  o Go directly to available desk with application & math test already on it.
  o NO CALCULATORS/CELL PHONES ALLOWED.
  o DO NOT GO UP TO THE PROCTOR’S DESK.
  o WHEN FINISHED, LEAVE ALL MATERIALS ON DESK.
  o TAKE PEN/PENCIL WITH YOU!!!!
  o Exit building immediately.
  o Your results will be mailed to you within (1) week.