



### **PPATEC Application Submission Information Sheet**

The PPATEC admissions policies are designed to admit only those students who are reasonably capable of successfully completing and benefiting from the training offered. Once all the materials completed below have been submitted in their entirety, PPATEC staff will begin the application review process. The school reserves the right to require additional testing or more information during the application process.

#### **Admissions Requirements**

1. Submit completed application for admission.
2. Submit DD-214 (member version – 4) if a Veteran or served any time in any branch of the U.S. military.
3. Possess a high school diploma or equivalent and submit transcript or GED with subject test scores. The credentials must be:
  - Awarded by a high school recognized by the state department of education in which the applicant lives, or
  - Awarded by a high school or home school program that is recognized in the state which it is issued, or
  - Awarded by a high school or home school program that is accredited by a recognized accrediting association or agency.
4. Applicants (and their families) are strongly encouraged to visit PPATEC for a tour of the facility and to meet our staff prior to enrollment. If you are unable to visit in person, arrangements can be made to set up a virtual tour.
5. If pursuing state or VA vocational rehabilitation, provide name, address, and phone number of counselor.

#### **Application Items to Apply for PPATEC Admission**

- Application completed in full
- If veteran/served ANY time in military, DD-214 (member version – 4)
- High School Transcript or GED
- Copy of Driver's License or state-issued ID



## Application for Admission to the PPATEC HVAC & Energy Professional Program

The information given in this application will be treated as confidential. Please answer ALL questions carefully and in full.

### General Information

Name of Applicant:		Date of Application:									
Cell Phone Number:		Social Security Number:									
Home Address:											
City:		State:	Zip Code:								
Date of Birth:	Age:	Marital Status:	Email Address:								
Tuition Payment will include (check any that apply) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"><input type="checkbox"/> Self Pay</td> <td style="width: 50%; border: none;"><input type="checkbox"/> Admission dependent on obtaining employee sponsor</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Will apply for state or VA Vocational Rehabilitation</td> <td style="border: none;"><input type="checkbox"/> Applying for Robert V. Boltz Sponsorship</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> Will apply for state financial aid</td> <td style="border: none;"><input type="checkbox"/> Other _____</td> </tr> <tr> <td style="border: none;"><input type="checkbox"/> VA Education Benefits (e.g. Post 9/11)</td> <td></td> </tr> </table>				<input type="checkbox"/> Self Pay	<input type="checkbox"/> Admission dependent on obtaining employee sponsor	<input type="checkbox"/> Will apply for state or VA Vocational Rehabilitation	<input type="checkbox"/> Applying for Robert V. Boltz Sponsorship	<input type="checkbox"/> Will apply for state financial aid	<input type="checkbox"/> Other _____	<input type="checkbox"/> VA Education Benefits (e.g. Post 9/11)	
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Veteran/Enlisted or served any time in military?		Type of Discharge:									
<input type="checkbox"/> Yes <input type="checkbox"/> No		Date of Discharge:									
High School Name and Address:			Date Graduated:								
Have you attended a postsecondary school? <input type="checkbox"/> Yes <input type="checkbox"/> No											
Name of Postsecondary School Attended	City, State	Degree Granted	Dates of Attendance								
Race/Ethnicity (statistical purposes only):		Are you a citizen of the United States? <input type="checkbox"/> Yes <input type="checkbox"/> No									
Do you have any previous training or experience in the HVAC or Energy field?											
<input type="checkbox"/> Yes <input type="checkbox"/> No											
Have you applied to any other HVAC schools? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which schools?											

Please do not write in this space
Date Received:



## Application for Admission to the PPATEC HVAC & Energy Professional Program

### Employment History (Attach separate page if needed.)

Employer	City, State	Job Title	Dates of Employment

### Career Development & Job Placement Assistance

What areas of work would you be interested in pursuing once you enter into the HVAC & Energy industry (check all that apply)

- HVAC Service Technician
- HVAC Installer
- Heating Oil Service Technician
- Propane Service Technician
- Working on residential HVAC & energy systems
- Working on commercial HVAC & energy systems

Do you consent in having PPATEC staff engage with our membership companies for potential employment opportunities on your behalf? Please note that PPATEC cannot guarantee job placement.

- Yes
- No

Please indicate how far you would be willing to commute to work for a future employment opportunity (select all that apply).

- 20 miles
- 40 miles
- 60 miles
- I would be willing to relocate for the right opportunity

A large portion of our membership also employs individuals with a commercial driver’s license (CDL) who transport deliverable fuels (heating oil & propane). Some member companies cross train their HVAC/energy technicians to also perform the function of transporting fuels. An employee who can perform multiple job functions generally will earn a higher salary. Do you have interest in obtaining CDL assuming a future employer would cover the costs to do so?

- Yes
- No

- The school reserves the right to accept or reject any applicant.
- PPATEC does not discriminate on the basis of race, religion, color, gender, sexual orientation, genetic information, age, disability, or national origin.
- **I certify that the statements in this application are true and correct.**
- **I understand that falsification automatically voids this application.**
- **I understand that falsification when discovered will immediately terminate my enrollment in school**

\_\_\_\_\_  
Signature of Applicant and Parent/Guardian if Applicant is Under 18 Years of Age

Please return the completed application by emailing [training@papetroleum.org](mailto:training@papetroleum.org)  
or by mailing it to 911B S Eisenhower Blvd, Middletown, PA 17057