

Pierce County Roofers and Clover Park Technical College Checklist:

Please follow the directions on this checklist, and then return the forms to the Apprenticeship Office no later than **December 8, 2023**

1. **Admission Form:** Fill out form in its entirety (2 page). **Leave Blank:** Program Code and Student ID. **MAKE SURE TO SIGN.**
2. **Registration Form:** Fill out form in its entirety (2 pages). Winter Quarter, goal is taking course related to current/future work. Leave blank: student ID #, course ID, item #, title and start date. **MAKE SURE TO SIGN.**
3. **Clover Park Technical College Work Force Development Intake Application:** Fill out for in its entirety. Front and back. This form is to help get your tuition paid. Those who do not qualify will have to pay out of pocket for their tuition.
4. **Clover Park Technical College Work Force Development:** Transportation and childcare assistance request. Fill out form in its entirety. This form is to see if you can get additional money for gas, childcare expenses, etc.
5. **Return to Apprenticeship Office by mail:** **3049 S 36th St #213, Tacoma, WA, 98409**, or in person, or by email to: Alondra@piercecountyroofers.com or Racheal@piercecountyroofers.com, no later than **December 8th, 2023**.

Please remember; apprenticeship school is a requirement of the Pierce County Roofers Apprenticeship Program. Failure to register will prevent you from working for your employer.

Questions/Comments? Contact Racheal Geyer at **253-474-0528** or email **Racheal@Piercecountyroofers.com**

Additional forms can be downloaded at **www.PierceCountyRoofers.com**