



**SOUTHWEST
CARPENTERS
TRAINING FUND**

SKILL • QUALITY • ATTITUDE • PRODUCTIVITY

Southwest Carpenters Training Fund

3250 E. Shelby Street ▪ Suite 210

Ontario, California 91764-6584

Phone (213) 739-9339

fundoffice@swctf.org ▪ www.swctf.org

Evaluation/Re-Evaluation for Upgrade Request (Floor Worker/Layer)

To: Southwest Carpenter and Affiliated Trades JATC

From: (Company Name):

Re: Evaluation/Reevaluation for Upgrade Request (Check one)

- Advanced Standing Evaluation (prior to indenture)
- Reevaluation for Upgrade (post indenture)

Our company has evaluated/reevaluated the following apprentice for upgrade as follows:

Apprentice/Applicant Name	UBC ID (if available)
Current Apprentice Level	Requested Level (Upgrade/Advanced Standing)

Our staff has properly verified prior or current experience, and examined the apprentice’s skills, knowledge, and work experience and has found that the above stated apprentice has achieved the skills required to be upgraded as requested.

Work Processes	Required to Complete	Credit Hours for Work Processes	Verification Comments
A – Core Skills	650		
B – Preparation	975		
C – Materials	975		
D – Layout and Installation	1,625		
E – Supplemental Skills	975		
Totals	5,200		

Printed Name of Contractor Representative	Position
Signature of Contractor Representative	Date Phone

By signing this form, you confirm that you have discussed this review in detail with your Contractor and that all prior work history and/or acquired skills stated in this document are true and correct to the best of your knowledge.

Signature of Apprentice
Date