



**BEFORE REGISTERING FOR COURSES READ THIS
IMPORTANT INFORMATION**

TO: ALL STUDENTS:
FROM: MICHAEL MAGEE, DIRECTOR OF EDUCATION
SUBJECT: SPRING 2012 COURSE SCHEDULE

Please make sure you read the following information carefully. Be sure to read information at the back of this package as well (Construction and Training Information). It is extremely important that you follow the established procedures for registering for the courses. Should you fail to do so you may be ineligible to take classes and/or receive tuition reimbursement. Also please bear in mind that the number of students accepted for course funding is limited and consequently we advise you to apply as early as possible. Courses are filled on a first come, first serve basis.

All employees (who are applying to take a GBCA approved reimbursable class) of an employer who contributes on behalf of the employee to a GBCA administered Industry Advancement Program (IAP) will be eligible (if space is still available) to take a course. Eligible applicants may take one course per semester under GBCA sponsorship. Maximum of two courses per calendar year (no limit of courses that can be taken at Montgomery County Fire Academy).

It is of the utmost importance that you pre-register with the GBCA before you start taking the course. Should you fail to do so, and have not received approval from the GBCA to take a course, you will be ineligible for tuition reimbursement. Please complete the registration form attached at the back of this package and either fax or mail it to GBCA. It is also the responsibility of the student to register at the appropriate educational institution after receiving permission to do so from GBCA.

Also please note, that in cases where the educational institution has a “sliding scale” of payments (i.e. different tuition costs levied on students) depending upon where the student lives or for any other reason, the GBCA will only reimburse the student for the “basic” cost of the course and not any extras. GBCA is not responsible for such items as text books, lab fees etc. Please feel free to contact Joann Piazza at GBCA should you have any questions on these procedures since we cannot make any exceptions.

We urge you to confirm the day and time of individual courses with the particular educational institution in question.

***General Building Contractors Association
Course Schedule***

SPRING 2012

G B C A/AMERICAN SOCIETY OF PROFESSIONAL ESTIMATORS (ASPE)

Course No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
B001	Blue Print Reading	MCFA	M	6:00 – 9:00 p.m.	1/23
E001	General Estimating Principles	MCFA	T	6:00 - 9:00 p.m.	1/24
E005	Preconstruction Management	MCFA	W	6:00 - 9:00 p.m.	1/25

Montgomery County Fire Academy is located at 1175 Conshohocken Road, Conshohocken, PA. Phone: (610-278-3500)
Registration is now open. Please mail registration to: GBCA, 36 South 18th Street, P.O. Box 15959, Philadelphia, PA 19103, Attention: Joann Piazza, fax at (215) 568-3115 or E-MAIL: jpiazza@gbca.com

DREXEL UNIVERSITY

Course No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
CMGT 163	Bldg Matls & Const Mthds III	Main Campus	T	6:30 - 9:20 p.m.	4/3
CMGT 262	Building Codes	Main Campus	T	6:30 - 9:20 p.m.	4/3
CMGT 264	Const Mgmt of Field Operations	Main Campus	M	6:00 - 8:50 p.m.	4/2
CMGT 361	Contracts & Specs I	Main Campus	TH	6:30 - 9:20 p.m.	4/5
CMGT 363	Estimating I	Main Campus	M	6:00 - 8:50 p.m.	4/2
CMGT 461	Construction Management I	Main Campus	TH	6:30 - 9:20 p.m.	4/5

Registration is now open at the Main Campus, Goodwin College of Evening Studies 3001 Market Street, Philadelphia, PA 19104. Phone: 215-895-2162. Classes begin April 2, 2012. Check dates for classes they are subject to change. COURSES AT DREXEL'S MAIN CAMPUS ARE NOT FULLY REIMBURSED.

STUDENTS ARE REQUIRED TO PAY UP FRONT FOR ALL DREXEL COURSES. UPON PROOF OF SUCCESSFUL COMPLETION OF COURSE (S) GBCA WILL REIMBURSE THE STUDENT (at approximately 80% of basic tuition cost). To a maximum of \$905.00 per class.

COMMUNITY COLLEGE OF PHILADELPHIA

Course No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
ADC10300314011	CAD Basics	Main Campus	M/W	6:00 – 9:00 p.m.	1/23/1/18
ADC22700116550	Structures II	Main Campus	T/TH	7:30 – 8:50 p.m.	1/17/1/18
ADC15400114013	Environ Control Systems II	Main Campus	M/W	4:30 - 5:50 p.m.	1/23/1/18
ADC26100114660	Const Management & Scheduling	Main Campus	M	6:00 - 9:00 p.m.	1/23

*Registration is now open. Students, who have taken Community College courses before, register at the College, 1700 Spring Garden Street, Philadelphia, PA. (Room W1-1). **Contact ANTHONY PALIMORE @ 215-751-8418 for registration.** Also check dates for classes they are subject to change. Classes start January 17th.*

ENGINEERS CLUB OF PHILADELPHIA

Course No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
CO-1	2009 International Building Code	Racquet Club	T	6:00 - 8:30 p.m.	3/20
CO-2	Construction Cost Estimating	Racquet Club	T	6:00 – 8:30 p.m.	4/24
CO-3	Construction Project Management	Racquet Club	W	6:00 - 8:00 p.m.	4/04

*Registration information & classroom location can be obtained by calling Jocelyn Craighead, **at (215) 985-5701, Ext. 203** or E-Mail: jcraighead@engrclub.org. Dates are subject to change. The Engineers Club of Philadelphia is located in the Racquet Club at 215 South 16th Street, Suite 36, Philadelphia, PA 19102. **NOTE: TEXTBOOKS ARE NOT INCLUDED.***

TEMPLE UNIVERSITY

Course No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
CMT 21245	Const. Contracts & Specs	Center City	M	5:30 – 9:00 p.m.	1/23
CMT 3322	Construction Plan & Schedule	Main Campus	TH	5:30 – 8:00 p.m.	1/19
CMT 4973	Construction Financial Management	Center City	TH	5:30 – 9:00 p.m.	1/19

Registration is now open. Also check dates for classes they are subject to change. Contact Continuing Education @ (215) 204-7814 with any problems. Please register at Temple –1810 Liacouras Walk, Ste. 101, Philadelphia, PA 19122. Classes start January 17th.

PENN STATE UNIVERSITY

Schedule No.	Course Title	Location(s)	Day(s)	Time(s)	Starting Date
Course 1	Project Initiation & Planning	Abington	M	6:00 – 9:00 p.m.	1/16
Course 2	Project Scheduling & Integration	Abington	M	6:00 – 9:00 p.m.	3/5
Course 3	Project Costing & Control	Abington	M	6:00 - 9:00 p.m.	4/30
MS	Project Overview	Abington	TH	6:00 - 9:00 p.m.	3/15

PLEASE NOTE: THESE CLASSES MUST BE TAKEN IN SEQUENCE

*Registration is now open. Penn State Abington-Ogontz Campus is located at 1600 Woodland Road, Abington, PA 19001. Phone in registration 215-881-7389 Monday - Thursday 8:00 a.m. - 9:00 p.m.; Friday until 4:30 p.m. Faxing a registration 215-881-7317. Contact ROBIN BURGESS AT (215)881-7401 OR DEBRA BRESSLER AT (215)881-7400 **with any questions**, also check dates for classes they are subject to change.*

Important: When registering with Penn State, please attach a photocopy of your completed registration form.

DELAWARE TECHNICAL & COMMUNITY COLLEGE

**FOR THOSE INTERESTED (AND WHO ARE ELIGIBLE) TO TAKE COURSES AT DELAWARE
TECHNICAL & COMMUNITY COLLEGE, PLEASE CONTACT MICHAEL MAGEE AT GBCA
(215) 568-7015. MMAGEE@GBCA.COM**

GBCA 2012 Construction and Training Information

- Sponsorship - These construction education courses are made available to you through the Industry Advancement Program (IAP) and administered by the General Building Contractors Association (GBCA).
- Eligibility - **All employees (both salaried and hourly wage earners) of firms contributing to an IAP program administered by the GBCA are eligible to apply for enrollment in these courses.** The IAP program is made available on behalf of some 700 contributing firms engaged in commercial, industrial and institutional building. Contributions are based upon hours worked by carpenters, cement masons, and laborers.
- Availability - The number of students accepted for course funding at each educational institution is limited, students will be accepted for course funding in the sequence of receipt of application. Since funds for the program are limited, those applying after the maximum course allocations have been reached must wait until the following semester to re-apply.
- Course Funding - **The GBCA will provide funding of tuition cost for approved courses. All premium tuition for out-of-state & out-of-county students or any other tuition increasing reason, will be the responsibility of the individual registrant. The student is responsible for payment of any registration, general, laboratory, or other fees assessed by the educational institution. Textbook costs are the responsibility of the student.**
- Maximum Number of Courses - Any one student is limited to a maximum funding of one course in any one semester. Maximum of two courses per calendar year. There is no limit on courses offered at the GBCA/ASPE training facility.**
- Application Procedure - Supply complete information requested on the application form attached. Mail, fax or e-mail as soon as possible. Students must pre-register with GBCA.
- Registration/Drop Procedure - **Mail your application form as soon as possible. If eligible, you will receive a letter of acceptance by return mail . Since all enrollment is limited to available space; applications will be placed on a list for the course selected on a first-come, first-served basis. It is the Students responsibility to contact the appropriate educational institution and register.**
- Do not apply for enrollment in a course unless you feel reasonably certain that you can complete it, since there are usually more applicants than available space. If you are accepted in a course and find later that you cannot attend, please notify GBCA's Education and Training Department immediately. All students who do not attend the first two classes will be dropped and will be ineligible for GBCA sponsorship for a period of one year.
- If you attend classes and find you cannot continue, please notify GBCA's Education and Training Department immediately and follow the drop procedure listed pertaining to your particular school. Otherwise, a failing grade will automatically be forward to you and your employer at the end of the semester. Any student who does not follow the proper drop procedure will be ineligible for GBCA sponsorship for a period of one year.
- Course Substitutions -No course substitutions will be permitted for any reason. Applications shall request only those courses at the schools indicated in GBCA's roster of approved courses. Substitutions of similar courses at other schools will be not accepted.

REGISTRATION FORM GBCA CONSTRUCTION	Complete all information and return to: GENERAL BUILDING CONTRACTORS ASSOCIATION
EDUCATION COURSES – SPRING, 2012 <i>(This form may be duplicated)</i>	36 South 18th Street, P.O. Box 15959, Philadelphia, PA 19103 Phone: (215) 568-7015 Fax: (215) 568-3115 E-MAIL jpiazza@gbca.com

PLEASE PRINT

Course #1 _____ Course Title _____ School _____

Course #2 _____ Course Title _____ School _____

Name _____ Social Security # _____

Address _____ Date Of Birth _____

City _____ State _____ Zip _____ Phone # _____
E-Mail Address Required

Position/Job Title _____

Current Employer _____ Address _____ Last Date of Employment _____

City _____ State _____ Zip _____ Phone# (very important) _____

Previous Employer _____ City _____ State _____ Zip _____ Phone# _____ Last Date of Employment _____

* * By signing this registration form you will have authorized GBCA to obtain an official copy of your grades at the end of the semester.