



**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](mailto:fundoffice@swctf.org) ▪ [www.swctf.org](http://www.swctf.org)

**Evaluation/Re-Evaluation for Upgrade Request (Millwright)**

**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:

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

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 – General/Core Skills	600		
B – Machine Components	2,200		
C – Machinery Installation	2,200		
D – Machinery Alignment	1,000		
E – Supplemental Skills	500		
<b>Totals</b>	<b>6,500</b>		

<b>Printed Name of Contractor Representative</b>	<b>Position</b>
<b>Signature of Contractor Representative</b>	<b>Date                      Phone</b>

*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.*

<b>Signature of Apprentice</b>	<b>Date</b>