



Eastern Atlantic States **CARPENTERS TECHNICAL COLLEGE**

DEPARTMENT OF CONTINUING EDUCATION AND WEBSITE DEVELOPMENT

Course Catalog

**Philadelphia Training Center
(Main Campus)**
10401 Decatur Road
Philadelphia, PA 19154

Allentown Training Center
1818 Vultee Street
Allentown, PA 18013

New Castle Training Center
620 Wilmington Road
New Castle, DE 19720

Georgetown Training Center
21420 Vaughn Road
Georgetown, DE 19947

Edison Training Center
75 Fieldcrest Ave
Edison, NJ 08837

Hammonton Training Center
3300 South White Horse Pike
Hammonton, NJ 08037

**Sicklerville Training Center
(Dive School)**
1500 Liberty Place
Sicklerville, NJ 08081



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Continuing Education Course Catalog

Introduction

The EASCTC's Department of Continuing Education offers a variety of courses, certificate programs, certifications, and industry recognized credentials for all our members. The Department of Continuing Education exists to help our members achieve additional skills, certifications, and qualifications. Whether our members are interested in updating their skills, learning something new or working towards career advancement, these courses are designed to help them reach their goals. Continuing Education courses are created by the Carpenters International Training Fund (CITF) and the Occupational Advisory Committee.

Grading Scale Guide

P (Pass) – Member successfully completed the class

F (Fail) – Member has failed the Class

N (No show) – Member did not show up for class

E (Excused) – Member is excused from training. Reasons for “E” may include death in the family, sickness, etc.

Continuing Education CITF Courses

Confined Space (CITF)

Course Description: This hands-on course covers the hazards of working in confined spaces. Participants will learn the duties and responsibilities required by OSHA safety standards. This training is required for people supervising, entering, or monitoring confined space activities. **16 credit hours**

Class Min: 1 **Class Max:** 12

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: Y

Construction Fall Protection (CITF)

Course Description: UBC Construction Fall Protection Course is designed to help workers recognize working conditions that may lead to falls and to understand the methods available to prevent falls. This course addresses safety requirements when working from an elevated area such as stairs, ladders, scaffolds, lifts, and steel erection. It also addresses how to use, inspect, and maintain personal protective equipment. **8 credit hours**

Class Min: 1 **Class Max:** 16

Class Prerequisites:

Apprentice Prerequisites: 1st year carpenters and millwright ONLY

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: Y

Ergonomics (CITF)

Course Description: The topics covered explain how the worker and work fit together. Covering carpal tunnel syndrome, repetitive motion injuries, musculoskeletal disorders, understanding how the human body works; identify working conditions that put carpenters at risk and cause injury; selecting the correct tool; and how to reduce risk of Cumulative Trauma Disorders (CTD). **4 credit hours**

Class Min: 1 **Class Max:** 24

Class Prerequisites:

Apprentice Prerequisites:
Grace Period (days):
Expiration (years): **Expiration Date Rules:**
Meets INSTALL Certification Requirements: Y

Firestop Installation Qualification (CITF)

Course Description: This course qualifies the members in the use of various firestop systems used to control and contain fire in accordance with building and fire codes. Safety, productivity, and trade tips are emphasized. **8 credit hours**

Class Min: 1 **Class Max: 16**

Class Prerequisites:

Apprentice Prerequisites: Carpenter ONLY

Grace Period (days): 365

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: Y

Firestop Installation Qualification Refresher (CITF)

Course Description: This course renews the Firestop Installation Qualification (CITF). **4 credit hours**

Class Min: 1 **Class Max: 16**

Class Prerequisites: Firestop Installation Qualification

Apprentice Prerequisites:

Grace Period (days): 365

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: Y

First Aid/CPR/AED - (ECSI) (CITF)

Course Description: This certification course is associated with the Emergency Care and Safety Institute (ECSI) material and provides instruction in procedures for determining care and treatment for the injured or ill. **8 credit hours**

Class Min: 1 **Class Max: 12**

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 2 **Expiration Date Rules:** *Minus a Day*

Meets INSTALL Certification Requirements: Y

Certifications included in this course:

AED - Emergency Care and Safety Institute (ECSI) (CITF) *2 credit hours*

First Aid - Emergency Care and Safety Institute (ECSI) (CITF) *4 credit hours*

CPR - Emergency Care and Safety Institute (ECSI) (CITF) *2 credit hours*

Hazard Communication and Chemical Safety (CITF)

Course Description: This course covers training requirements of OSHA's updated HazCom standard, 1910.1200. It will teach you how to read and understand the new Global Harmonized chemical warning system (except for those requirements dealing with the employer's job-specific chemical hazard information). Participants will learn to read GHS-compliant chemical labels and SDSs and to recognize chemical hazards on the job, proper PPE in hazardous conditions, and your right to know. This training replaces the MSDS system. *8 credit hours*

Class Min: 1 **Class Max:** 24

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

ICRA: Best Practices Awareness (online) (CITF)

Course Description: This online course was designed to promote communication, awareness, and protocols for working in occupied health-care facilities. This course is available in the CITF Online Learning Center.

8 credit hours

Class Min: 1 **Class Max:** 30

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: N

ICRA: Best Practices In Health-Care Construction (CITF)

Course Description: This hands-on course covers proper construction controls and procedures for limiting secondary infections to patients during hospital stays.

This training is recommended for carpenters working in healthcare facilities. *24 credit hours*

Class Min: 1 Class Max: 10

Class Prerequisites:

Apprentice Prerequisites: No 4 year carpenter apprentices

Grace Period (days): 365

Expiration (years): 4 Expiration Date Rules: *End of Month*

Meets INSTALL Certification Requirements: Y

ICRA: Best Practices in Health-Care Construction Refresher (CITF)

Course Description: This course renews the ICRA: Best Practices In Health-Care Construction
8 credit hours

Class Min: 1 Class Max: 16

Class Prerequisites: ICRA: Best Practices In Health-Care Construction

Apprentice Prerequisites:

Grace Period (days): 365

Expiration (years): 4 Expiration Date Rules: *End of Month*

Meets INSTALL Certification Requirements: Y

INSTALL Carpet Certification (CITF)

Course Description:

8 credit hours

Class Min: 1 Class Max: 6

Class Prerequisites:

Apprentice Prerequisites: Floor Layers ONLY

Grace Period (days): 365

Expiration (years): 4 Expiration Date Rules: *End of Month*

Meets INSTALL Certification Requirements: N

INSTALL Resilient Certification (CITF)

Course Description:

8 credit hours

Class Min: 1 Class Max: 6

Class Prerequisites:

Apprentice Prerequisites: Floor Layers ONLY

Grace Period (days): 365

Expiration (years): 4 Expiration Date Rules: *End of Month*

Meets INSTALL Certification Requirements: N

Mobile Elevating Work Platforms Operator Qualification (CITF)

Course Description: Formerly Aerial Lift, now called mobile elevating work platforms (MEWPs). This theory and hands-on qualification workshop combines classroom instruction with operating techniques to train participants to safely operate Aerial Lifts in compliance with OSHA regulations and ANSI standards. MEWPs is now classified into “groups” and sub-divided into three “types. **4 credit hours, plus 1 credit hours per MEWP type**

Group classification is determined by whether the lift stays within the tipping lines or moves beyond the tipping lines.

Group A: MEWPs with platforms that move vertically but stay within the chassis or tipping lines, Scissor lifts are an example of this group.

Group B: All other MEWPs, typically boom-type vehicles where the platform extend past the machine’s chassis or tipping lines.

MEWP Type is determined by whether the lift can travel when stowed or elevated and the location of the controls which allow such travel.

Type 1: MEWPs can only be driven with the platform in a stowed position.

Type 2: MEWPs can be driven elevated but is controlled from the chassis.

Type 3: MEWPs can be driven elevated but is controlled from the work platform.

Class Min: 1 **Class Max:** 8-10 **16 Max in TRAIN*

Class Prerequisites: MEWP Theory must be completed first, it is a prerequisite for all practicals.

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Courses included in this Qualification:

Mobile Elevating Work Platforms Operator Qualification Theory (CITF) **4 credit hours**

Mobile Elevating Work Platforms Operator Qualification Practical Group A Type 1 **1 credit hour**

Mobile Elevating Work Platforms Operator Qualification Practical Group A Type 2 **1 credit hour**

Mobile Elevating Work Platforms Operator Qualification Practical Group A Type 3 **1 credit hour**

Mobile Elevating Work Platforms Operator Qualification Practical Group B Type 1 **1 credit hour**

Mobile Elevating Work Platforms Operator Qualification Practical Group B Type 2 **1 credit hour**

Mobile Elevating Work Platforms Operator Qualification Practical Group B Type 3 **1 credit hour**

OSHA 10 Construction (CITF)

Course Description: This 10-hour construction safety course provides an overview of the OSHA safety and health standards for the construction industry. Participants learn about the rights and responsibilities of the employee and the employer. A 10-hour OSHA certification card will be awarded upon successful completion of this course. *OSHA 10 is a stand-alone course and cannot be applied to OSHA 30 certification. **10 credit hours**

Class Min: 3 **Class Max:** 40

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: Y

OSHA 30 Construction (CITF)

Course Description: This 30-hour construction safety course provides an in-depth view of the OSHA safety and health standards for the construction industry. Participants will learn about the rights and responsibilities of the employee and employer. A 30-hour OSHA certification card will be awarded upon successful completion of this course. This course is required for all superintendents, foremen, stewards, and apprentices. **30 credit hours**

Class Min: 3 **Class Max:** 40

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: Y

PanelMax (CITF)

Course Description: This course will provide the key components of drywall milling machines. Participants will learn how to operate the PanelMax machine, proper maintenance, and the essential safety precautions. Through the hands-on application, participants will demonstrate the ability to safely make cuts and mills and learn how to properly glue milled drywall components utilizing the table and handheld machinery. **8 credit hours**

Class Min: 1 **Class Max:** 8

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**
Meets INSTALL Certification Requirements: N

Powered Industrial Truck Operator - Industrial (CITF)

Course Description: The training is a combination of formal classroom instruction, practical hands-on training, and evaluation of the operator's safe performance. Students will be under the direct supervision of instructors who have the knowledge, training, and experience to train operators and evaluate their competence. **8 credit hours**

Class Min: 1 **Class Max:** 16

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 3 **Expiration Date Rules:** *To the Day*

Meets INSTALL Certification Requirements: Y

Powered Industrial Truck Operator - Industrial & Rough Terrain (CITF)

Course Description: The training is a combination of formal classroom instruction, practical hands-on training, and evaluation of the operator's safe performance. You will be under the direct supervision of instructors who have the knowledge, training, and experience to train operators and evaluate their competence. Topics covered are load capacity, hand signals, safe operating techniques, equipment, and job-site inspections. **16 credit hours**

Class Min: 1 **Class Max:** 16

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 3 **Expiration Date Rules:** *To the Day*

Meets INSTALL Certification Requirements: Y

Powered Industrial Truck Operator - Rough Terrain (CITF)

Course Description: This is a hands-on rough-terrain forklift training course. Topics covered are load capacity, hand signals, safe operating techniques, equipment, and job-site inspections. This qualification course is also in preparation for Department of Transportation licensing. **8 credit hours**

Class Min: 1 **Class Max:** 16

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 3 **Expiration Date Rules:** *To the Day*

Meets INSTALL Certification Requirements: Y

Rigger and Signaler Qualification (CITF)

Course Description: This hands-on course covers construction rigging hardware, procedures, and load calculations in compliance with OSHA and state regulations. Included in the Rigging Qualification is the Written Test and the Practical Test. **40 credit hours* must pass Written and Practical tests to receive credit hours.**

Class Min: 1 **Class Max:** 12

Class Prerequisites:

Apprentice Prerequisites: Carpenter apprentice ONLY

Grace Period (days):

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: N

Rigger and Signaler Qualification Refresher (CITF)

Course Description: This course renews the Rigger and Signaler Qualification. This refresher consists of theory and a written test at the end of class. Students must successfully complete the test to have the qualification renewed. **16 credit hours**

Class Min: 1 **Class Max:** 12

Class Prerequisites: current Rigger & Signaler Qualification

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: N

Scaffold Erector Qualification - Standard 40 Hour (CITF)

Course Description: This hands-on OSHA-compliant qualification course covers proper procedures required for safe and efficient scaffold erection. The three major types of supported scaffolding are emphasized. **40 credit hours**

Class Min: 1 **Class Max:** 24

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 4 **Expiration Date Rules:** *End of Month*
Meets INSTALL Certification Requirements: Y

Scaffold Qualification Refresher (CITF)

Course Description: This course renews the Scaffold Erector Qualification. Current regulations and new procedures and products are covered. **8 credit hours**

Class Min: 1 **Class Max:** 24

Class Prerequisites: current Scaffold Erector Qualification

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): 4 **Expiration Date Rules:** *End of Month*

Meets INSTALL Certification Requirements: Y

Silica Awareness (CITF)

Course Description: The primary goal of this course is to teach you about the risks of workplace exposure to crystalline silica and how to avoid them. You will learn about the long-term complications of breathing silica dust and how you can use safe work practices and protective equipment to prevent harmful exposures. **4 credit hours**

Class Min: 1 **Class Max:** 16

Class Prerequisites:

Apprentice Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Continuing Education (CE) Courses

Advanced LVP

Course Description: This course focuses on Luxury Vinyl Plank products as well as the herringbone layout. Each participant will gain working knowledge in both floating and direct glue installations. **16 credit hours**

Class Min: 5 **Class Max:** 10

Class Prerequisites: FL 104

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Advanced Welding-Intro to TIG (GTAW)

Course Description: This course is designed to introduce you to the basic skills of gas tungsten arc (TIG) welding. Learn: the principal set-up of TIG (tungsten inert gas) welding equipment; proper tungsten selection and shielding gases for this welding process; and the correct welding parameters for the material to be welded. **40 credit hours**

Class Min: 4 Class Max: 5

Class Prerequisites: 3G, 4G SMAW welding cert

Grace Period (days):

Expiration (years): Expiration Date Rules:

Meets INSTALL Certification Requirements: N

Complex VCT Patterns

Course Description: This course focuses on patterns and custom designs using Vinyl Composite Tile. The participant will build off basic VCT skills to properly layout and install complex projects. **16 credit hours**

Class Min: 5 Class Max: 10

Class Prerequisites: FL 104

Grace Period (days):

Expiration (years): Expiration Date Rules:

Concrete Formwork

Course Description: This course is designed to give the participant an introduction to concrete formwork and walls. The member will receive shop training method and techniques of the proper installation of various concrete forms. **8 credit hours**

Class Min: 1 Class Max: 12

Class Prerequisites:

Grace Period (days):

Expiration (years): Expiration Date Rules:

Meets INSTALL Certification Requirements: N

Construction Master Pro Calculator: Part I

Course Description: Students learn the use of the Construction Master Pro Calculator and how it can advance the efficiency of everyday construction site tasks. Bringing the functions of Geometry and Trigonometry to an easy-to-use level. Topics include General math, measurement calculation, estimating, stairs, common roofs, layout, angles, and arcs. **8 credit hours**

Class Min: 7 Class Max: 12

Class Prerequisites:

Grace Period (days):

Expiration (years): Expiration Date Rules:

Meets INSTALL Certification Requirements: N

Construction Master Pro Calculator: Part II

Course Description: COMING SOON!

8 credit hours

Class Min: 7 Class Max: 12

Class Prerequisites:

Grace Period (days):

Expiration (years): Expiration Date Rules:

Meets INSTALL Certification Requirements: N

Cabinet & Interior Trim

Course Description: This course introduces the student to interior trim. It will include print reading, installation of cabinets, including scribing and adjusting the hardware, window casing, chair rail and base molding. **40 credit hours**

Class Min: 4 Class Max: 6

Class Prerequisites: C303 Door and Hardware

Grace Period (days):

Expiration (years): Expiration Date Rules:

Meets INSTALL Certification Requirements: N

Doors and Trim

Course Description: This course is an introduction to entry level concepts and principles of proper interior door and trim. Installation required as a union carpenter. **8 credit hours**

Class Min: 1 **Class Max:** 12

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Drywall Production

Course Description: This class provides the member with an introduction to what it takes to hang drywall in a safe and productive manner. All members taking this class will need the proper PPE (hard hat, safety glasses, and gloves). All power tools will be provided. Members will need basic hand tools. Utility Knife, Tape Measure, Nail bag, Jab Saw, Aviation snips for metal.

12 credit hours

Class Min: 1 **Class Max:** 12

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

WELD 101: Welding Safety & Firewatch

Course Description: This course will inform the beginner and reinforce the experienced welder in the proper safety and instruction to operate an oxygen/acetylene cutting torch and an electric arc welder for carbon steel applications. The content will cover the OSHA regulations, personal protective equipment, and portable handheld grinder safety. Each participant will learn the safe assembly and operation of the oxygen/acetylene cutting torch, and the safe setup and operation of the electric arc welder. Upon completion of the course each participant shall demonstrate the safe and proper use of the handheld grinder, oxygen and acetylene torch, and the electric arc welder, before being recommended for the next level. **40 credit hours**

Class Min: 5 **Class Max:** 10

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

WELD 102: Basic Welding

Course Description: Participants will continue on from Weld 101: Welding Safety and Fire Watch. This course is a more in-depth hands-on welding training that covers various types of welding and cutting. Students will get practice in oxyacetylene torch work and stick welding. Members MUST have successfully completed WELD 101: Welding Safety & Fire Watch prior to registering for this class. **40 credit hours**

Class Min: 6 **Class Max:** 10

Class Prerequisites: CE WELD 101: Welding Safety & Firewatch

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Wood Trim Installation

Course Description: This course is designed to give the participant an introduction to various types of wood trim identification and installation. This introductory course covers scribing, cutting, and installation of various trim. The member will receive both classroom and shop training in the methods and techniques of proper installation of various wood trim. **24 credit hours**

Class Min: 1 **Class Max:** 8

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Diver Alert Network (D.A.N) Certification

Course Description: The Diver Alert Network (D.A.N) certification includes the DFA Pro (Diving First Aid for Professional Divers), BLS (Basic Life Support) and Oxygen Administration courses. Students registered must complete the web-based theory before taking this class. **8 credit hours**

Class Min: 1 **Class Max:** 12

Class Prerequisites: successfully complete web-based online theory prior to class. *A link will be emailed to the member on how to complete the theory portion.

Grace Period (days):

Expiration (years): 2 **Expiration Date Rules:** date of certification

Meets INSTALL Certification Requirements: N

Mass Timber Construction-Management: Executing the Design

Course Description: This course covers all aspects of Mass Timber construction as well as all safety aspects of mass timber construction. Mass Timber construction work practices are outlined. Fall Protection, Aerial Lift, ANS Rigging/Signaling safety are all covered. Safety and drawings are covered in the classroom portion of this class. Inspections and safe work practices during actual erection of the module are covered in the shop portion. **24 credit hours**

Class Min: 1 **Class Max:** 10

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Millwright Laser Alignment

Course Description: In this 8-hour class participants will learn how to set up, use, and care for a Laser Shaft Alignment Tool. Upon completion of this course, students will be able to: perform pre-alignment checks, perform soft foot compensation, and make shim corrections for proper shaft alignment using the latest Laser Alignment Tools available. **8 credit hours**

Class Min: 4 **Class Max:** 8

Class Prerequisites: This class requires a working knowledge of shaft alignment, bearings, and optical leveling equipment; therefore, a millwright apprenticeship or comparable job experience is required.

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Millwright Optical Alignment

Course Description: During this 16-hour course, During this course, students will learn how to set up, use, and care for a Brunson Jig Transit. Upon completion of this course, students will be able to: setup a Brunson, put the instrument in coincidence and shoot elevations, precision plumb the instrument, buck-in the instrument to a line, and shoot a 90° line of sight. There will be timed practical assessments during this course to help reach our goals. The total course time will be 16 hours (combination of class and shop). **16 credit hours**

Class Min: 5 **Class Max:** 10

Class Prerequisites: This class requires a working knowledge of shaft alignment, bearings, and optical leveling equipment; therefore, a millwright apprenticeship or comparable job experience is required.

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Panel Max (CE)

Course Description: This course will provide the key components of drywall milling machines. Participants will learn how to operate the Panel Max machine, proper maintenance, and the essential safety precautions. Through the hands-on application, participants will demonstrate the ability to safely make cuts and mills and learn how to properly glue milled drywall components utilizing the table and handheld machinery. **8 credit hours**

Class Min: 3 **Class Max:** 6

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Robotic Total Station (CE)

Course Description: This 24-hour hands-on course covers setup and operation of total station equipment and its application to field layout. **24 credit hours**

Class Min: 5 **Class Max:** 10

Class Prerequisites: Carpenters MUST have all Level 300 Carpenter class

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N

Trimble Robotic Total Station – Interior Layout

Course Description: Intro to interior layout using Trimble RPT 600 Robotic Total Station. **12 credit hours**

Class Min: 1 **Class Max:** 10

Class Prerequisites:

Grace Period (days):

Expiration (years): **Expiration Date Rules:**

Meets INSTALL Certification Requirements: N