

NOTICE TO ELECTRICAL APPRENTICES

In preparation for your college attendance, this information is to assist you in your preparation for your studies.

The following text books and materials are required to ensure your success:

All Stages of Apprenticeship:

- AS/NZS 3000 Wiring Rules (Current Edition)
- Electrical Trade Principles (Current Edition) by *J.Hampson & S. Hanssen*
- Electrotechnology Practices (Current Edition) by *J.Hampson*

Stages 3 & 4

- AS/NZS 3008.1.1 - Selection of Cables for AC Voltage up to 1km V (Current Edition)
- AS/NZS 3018 – Wiring Rules for Domestic Installation (Current Edition)

Although the above textbooks are available in our Library (in limited numbers), it is strongly recommended that you purchase them. All books and stationery items listed here can be purchased from the campus bookshop: **Old Textbook Warehouse** – opening hours are Monday to Friday from 8:15 to 5:00. Phone: 1800 611 300 or 3261 1300. Books listed above can also be purchased from OTW online at: www.qtw.com.au.

All Stages of Apprenticeship:

- Scientific Calculator (this item **IS NOT** to be a mobile phone or programmable)
- Pen, Pencil (2H & HB), sharpener and eraser
- Notebook
- 300 mm Ruler
- 30/60 degree Set Square
- 45 degree Set Square
- Compass
- 180 degree Protractor

MINIMUM DRESS CODE

While attending college it is considered to be your Workplace, and adherence to Workplace, Health and Safety requirements are maintained. Failure to observe these standards may result in Students being directed to return to work. Minimum dress for work areas are as following:

Electrical Workshop: Industrial short sleeve shirts, industrial short/long trousers, safety boots and safety glasses.

Simulated Live Work: Industrial long sleeve shirts, industrial long trousers, safety boots and safety glasses.

Fitting Workshop (First year only): Industrial short sleeve shirts, industrial long trousers or overalls, safety boots and safety glasses.

Electrical Laboratory: Industrial short sleeve shirts, industrial shorts and safety boots.

Class Room: Industrial short sleeve shirts, industrial short trousers and **covered footwear**.

THONGS AND SLEEVELESS SHIRTS ARE NOT ALLOWED!

MOBILE PHONES MUST BE TURNED OFF IN CLASS.