

Monetary Funding REPORTING Procedure

If you are awarded funds from State of Utah Department of Workforce Services (DWS)
or any other organization....

You are responsible to submit your progress to your Counselor. The information needed will be available 1 week after your class attendance. (Example...class dates attended May 16th through May 20th, 2022, your information would be available May 30th, 2022. To accomplish this task, you will use the UTETA website.

FIRST....

1- Log on to your apprenticeship portal at uteta.org

NEXT....

- 1- You must submit your wage rate history
 - a. Click the apprentice tab
 - b. Click on the overview tab
 - c. Take a snapshot or printing the screen to a pdf

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Utah Electrical Training Alliance 7466 South Redwood Road, West Jordan Utah 84084 8019751945

Logout Class Schedule My Account Applications **Apprentice**

Logged In:

Office News **Overview** Employment Hours Classes

Program

Program	Pay Scale	Location	City Worker	Traveling From	Traveling To
Inside Wireman	Inside				

Employment

Contractor	Wk Union	Hm Union	Total Hrs	Last Work Report
Cache Valley Electric	354		6,974.0	August 2021

Standing

Term	Pay Period	Pay Percent	Pay Wage	Indentured	Total Holds	Grade Avg
1	4	62%	\$23.13	01/01/13	0	89.93

Advancement History

Date	Period	Pay Scale	Pay Percent	Wage
03/19/15	1	Utah Data Center	50%	\$15.05
09/10/15	2	Inside	54%	\$17.41
01/23/16	3	Inside	58%	\$18.63
03/23/16	4	Inside	62%	\$23.13

NEXT....

2- You must submit your employment history.

- a. Click the apprentice tab**
- b. Click on the employment tab**
- c. Take a snapshot or printing the screen to a pdf**

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Logout Class Schedule My Account Applications **Apprentice**

Logged In:

Office News Overview **Employment** Hours Classes

Assignments Evaluations

Unemployment Information

Total Inside Wireman Unemployed	Your Position	Your Status
5	Not on List	Working

Employment History

Contractor	Assigned	Terminated	Days
Cache Valley Electric	12/30/14		2,697
A.P. & F. ELECTRIC	05/21/14	12/01/14	194
B & L ELECTRIC	01/01/13	05/20/14	504

NEXT....

1- You must submit your work hour history.

- a. Click the apprentice tab**
- b. Click on the hours tab**
- c. Click on the current year tab (example 2022, 2023 etc.)**
- d. Take a snapshot or printing the screen to a pdf**

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Logout Class Schedule My Account Applications **Apprentice**

Logged In:

Office News Overview Employment **Hours** Classes

Pending 2012 2013 2014 2015 2016 2017 2018 2019 2020 **2021** Summary Detail

Month	Received	Period	Total	Penalty Days	Penalty Hours	Penalty Applied	Contractor		
January	06/03/21	4	40.0				Cache Valley Electric	View	Print
February	06/22/21	4	90.0				Cache Valley Electric	View	Print
March		4	90.0				Cache Valley Electric	View	Print
August		4	108.0				Cache Valley Electric	View	Print

NEXT....

- 1- You must submit your current grades, attendance, and school schedule.
 - a. Click the apprentice tab
 - b. Click on the classes tab
 - c. Click on the required term class tab
 - d. Click on the view button for your current class
 - e. Your grades, current schedule and attendance will populate

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Logout	Class Schedule	My Account	Applications	Apprentice	
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Logged In:

Office News	Overview	Employment	Hours	Classes	
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Accumulative Class Information

Total Class Hours	Total Absences	Grade Average
826.0	0	93.29

Required Term Class	Tutoring	Class Detail
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Class Details

Number 1882	Class Name 22-5A-1	Instructor Beckstrand, Gary	Location UETA Campus	Room Gary's Class Room (Maximum of 25 Students)
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Year	Quarter	Term	Color	Days M-F	Total Hr	Tutor Hr	Makeup	Tardies	Absences	Test Avg	Grade
2022					90				0	95.80	96.33

Description
5A Textbooks & Online \$265.84 OWATC Tuition \$320 Due 1/3/22 www.otech.edu – Email receipt to office@ueta.org

Class Dates

Date	Start Time	End Time	Description
01/03/22	7:00 AM	1:30 PM	Instructor: Gary Beckstrand
01/04/22	7:00 AM	1:30 PM	** FIRST AID**
01/05/22	7:00 AM	1:30 PM	Orientation Level 3 (Lessons 1-6)
01/08/22	7:00 AM	1:30 PM	Foreman Development Level 1(Lessons 1-4)
01/07/22	7:00 AM	1:30 PM	Foreman Development Level 2(Lessons 1-4)
02/28/22	7:00 AM	1:30 PM	Instructor: Niok Bryant
03/01/22	7:00 AM	1:30 PM	Electric Vehicle Charging Systems
03/02/22	7:00 AM	1:30 PM	Based on 2017 NEC - 1st Ed (Lessons 1-7)
03/03/22	7:00 AM	1:30 PM	Photovoltaics (Lessons 1-8)
03/04/22	7:00 AM	1:30 PM	
04/25/22	7:00 AM	1:30 PM	Instructor: Niok Bryant
04/28/22	7:00 AM	1:30 PM	Test Instruments (In Class)
04/27/22	7:00 AM	1:30 PM	Med. Voltage Splicing (In Class)
04/28/22	7:00 AM	1:30 PM	Welding (In Class)
04/29/22	7:00 AM	1:30 PM	* Final Exam

Test Scores Weight 50.0%

Orient 3	01/04/22	96.0	96.0%	Forem 1/2	1.0	EVCS	03/04/22	95.0	95.0%	Photo	03/03/22	96.0	96.0%
Welding	04/29/22	96.0	96.0%	Final Exam	04/29/22	96.0	96.0%	Med Volt	1.0	Test Inst		1.0	

Grade 2 - Semester Weight 30.0% Average

Grade 3 - Homework Weight 20.0% Average 97.7%

Wk 1	96.0	96.0%	Wk 2	97.0	97.0%	Wk 3	98.0	98.0%
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FINALLY....

Take all Four of these documents and submit them to your Counselor. No progress documentation will be sent from the UETA office. Please remember to communicate with your counselor regarding your progress. If you have any questions, please call Franchesca at the UETA office (801) 975-1945.