



DATES TO REMEMBER

FY 2015-16

1st Semester

Funding Application (242, 233, 253 & Class Information.....August 14, 2015

Construction Industry Craft Training GrantSeptember 15, 2015
Applications due for Curriculum

Attendance Report & Reimbursement Request..... Monthly

1st Semester December Report DueJanuary 15, 2016

2nd Semester

Construction Industry Craft Training GrantJanuary 15, 2016
Applications due for Curriculum

Application for Additional Instructors (CE APP-242)January 15, 2016

Attendance Report & Reimbursement RequestMonthly

Purchase Services Intent LetterMarch 15, 2016

2nd Semester May Report DueJune 10, 2016

Reminder – If you receive an Appointment or Re-appointment Letter to the AACSC Committee, please submit the letter to the AACSC Committee as soon as possible.

NOTE: All deadlines are firm.

All required paperwork, reports etc. must be received in the ADCE Apprenticeship Office by the end of the specified business date.

Monthly attendance reports are due in the SAO NLT 20th of each month, excluding the December and May reports (see above for deadlines)

******* NO EXCEPTIONS*******