



Consumers Energy Empower Lineworker Pre-Apprenticeship Program Handbook



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Jackson College

Lineworker Program Overview

What is a Lineworker?

Lineworkers are the utility workers who install, maintain and repair the power lines that move electricity. They may inspect and test power lines and equipment, and identify defective devices, voltage regulators, transformers and switches. In this program, students take classes in safety, fitness, basic electricity, and energy industry fundamentals, as well as a series of climbing courses through Consumers Energy.

Admission Requirements

1. Students must apply to Jackson College.
2. Students must attend a New Student Orientation.
3. Student will be scheduled with the program navigator in order to discuss program requirements. At this time, the courses will be approved and ready for registration.
4. Students must be 18 years or older to participate in the required climbing classes.
5. Students must be able to pass a drug screen and background check.
6. Students must submit their driving record. If offered employment with Consumers Energy, students must be eligible to obtain a CDL.

Program Requirements

1. Students will be registered for the following classes for the first semester:
 - a. EGY 101 (3 Cr) – Energy Industry Fundamentals
 - b. ELT 106 (3 Cr) – Basic Electricity and Fluid Systems
 - c. HPF 165 (2 Cr) – Lineworker Fitness (taken as co-requisite to EGY-111)
 - d. MFG 135 (3 Cr) – Industrial Safety
2. Students will be registered for EGY-110 - Climbing Clinic (0.5 Cr) by their navigator prior to attending their first Climb Clinic. Students will be assigned to Climb Clinic A and Climb Clinic B based on available dates. Students must successfully complete both Climb Clinic A and Climb Clinic B.
3. Upon successful completion of Climb Clinic A, student will submit a Lineworker Program application.
4. Students will be registered for EGY-111 Climbing Orientation (1.5 Cr) by their navigator prior to attending the orientation. Students will be assigned to Climbing Orientation based on available dates.
 - a. Students are required to successfully complete a Fitness Assessment prior to being scheduled to attend the 3-day Climbing Orientation. The fitness assessment is completed as part of HPF 165 or by arrangement if a visiting student. (See Appendix E)

- b. If the student does not successfully complete the Fitness Assessment, it is the student's responsibility to work with the course instructor to arrange a time to re-take the assessment.
 - c. Students are required to pass an additional Fitness Assessment within 2 weeks of the 3-day Climbing Orientation start date.
 - d. **It is the student's responsibility to maintain the required level of fitness throughout the program.**
5. Students will be registered for EGY-112 - Climbing School (7 Cr) by their navigator prior to attending the Climbing School. Students will be assigned to Climbing School based on available dates.
 - a. This is an 11-week full-time training course
 - b. Student must pass a Drug Screening within 30 days prior to the start of climbing school.
 - c. Student must pass a Background Check prior to the start of climbing school.
 - d. Student must provide their Driving Record.

Additional Course Fees:

- EGY 111 – Additional Fee of \$350.00
- EGY 112 – Additional Fee of \$3,200.00

Course fees are non-refundable. Tuition will not be refunded for dismissal from a climb after the published Add/Drop dates.

Dates for Climb Clinics, 3-Day Orientation, & Climb School

Students will be assigned to dates based on availability. Dates, and other important information, will be communicated via Jackson College student email address. Students should be checking their JC email regularly. **It is imperative that students keep current contact information on file at Jackson College.**

Scholarship

Scholarship funds may be available for use toward the cost of the 11-week Climbing School. Application information will be provided prior to enrollment in EGY 112 – Climbing School.

Background Check & Drug Screen

All background checks and drug screens will be completed through a platform called CastleBranch. Specific instructions will be provided prior to enrollment in climbing school. Two (2) packages will be required for purchase: Background Check (JC54bg) and Drug Test (JC54dt). No other forms of these will be acceptable.

Boot Requirements

See Addendum B for the boot requirements. It is highly recommended that you purchase the boots early and start wearing them around to break them in before attending the climb clinic.

Postponing a Climb Clinic, Orientation, or Climb School

If a student is offered a spot in either a Climb Clinic, Orientation or Climb School, and chooses to postpone for any reason, the student will be moved to the bottom of the waitlist for a future date. There is no guaranteed date for a rescheduled climb.

No Shows at a Climb Clinic or Orientation

Please note that this is a competitive program. Failure to show for a Climb Clinic or Climbing Orientation will result in removal from the program.

Guest Students

In order to verify that Guest Students have met the requirements set forth by Consumers Energy for this program, the guest student must provide the following information prior to being registered for any climbs.

1. Transcript from home school. **(Sent directly to the program navigator for evaluation of credits)**
2. Climb Clinic Verification Letter (for both climbs)
3. Verification of Fitness Assessment letter including date of completion.

COVID-19 Safety Protocols

Students will be provided with current Consumers Energy COVID safety protocols and Health Screening form prior to attending Climb Clinics. Students are required to follow the safety protocols at all times.

FERPA Release

The Authorization to Disclose Information (FERPA Release) is found in Appendix C. This form needs to be signed and submitted within 10 days of receipt of handbook. Form is to be submitted to the program navigator.

Handbook Acknowledgement

The Handbook Acknowledgement Form is found in Appendix D. This form needs to be signed and submitted within 10 days of receipt of handbook. Form is to be submitted to the program navigator.

Addendum A

Course Descriptions

Course descriptions may also be found at <https://jetstream.jccmi.edu/Student/Student/Courses>

EGY-101 Energy Industry Fundamentals

Energy Industry Fundamentals provides a broad understanding of the electric and natural gas utility industry and the generation, transmission, and distribution infrastructure, commonly called the "largest machine in the world," which forms the backbone for the industry. The course includes business models, regulations, types of energy and their conversion to useable energy such as electric power, emergent technologies, and the connection to careers in the energy industry. An ANSI accredited EIF Certificate will be awarded upon successful completion of final certification exam.

ELT-106 Basic Electricity & Fluid Systems

This course will cover the principles of basic electrical, hydraulic, and pneumatic circuits. Students will learn how to identify components of electrical and fluid circuits, how to analyze circuits, and how to troubleshoot industrial systems. At the end of the course, they will be able to take the Certified Production Technician Maintenance Awareness exam.

HPF-165 Lineworker Fitness

This course combines strength, flexibility, and conditioning training to prepare students for pole climbing and lineworker fitness test. Proper technique will be emphasized to ensure safety and continued progress. There will be initial fitness testing and students will be responsible for tracking their progress. (Co-Requisite EGY-111)

MFG-135 Industrial Safety

This course demonstrates methods of maintaining a safe work environment. It introduces students to best safety practices as well as communication and team building skills. Students will have the opportunity to take an MSSC certification exam as well as earn their OSHA 10 card.

EGY-110 Climbing Clinic

This course will introduce students to pole climbing safety and techniques for lineworkers. Must be 18 to participate in the course per Consumers Liability.

EGY-111 Climbing Orientation

This course will provide students with further instruction in pole climbing, including equipment maintenance and different climbing techniques, rescues, and knot-tying. Must be 18 to participate in the course per Consumers Liability. (Co-Requisite HPF-165)

EGY-112 Climbing School

This course will help students achieve mastery of climbing techniques through practice and refinement under the supervision of climbing instructors. Must be 18 to participate in the course per Consumers Liability.

Addendum B Recommended Boots

Danner Logger

Black

MSRP — \$220.00

Your Cost

\$160

+ Tax / Shipping





Specifications

| | |
|----------------|---------------------|
| Style | 15431 |
| Weight | 70 oz per pair |
| Height | 8" |
| Insulation | Non-Insulated |
| Color | Black |
| Footbed | OrthoLite |
| Shank | BI Fit Board |
| Best For | Outdoor Work |
| Protection | EH Certified |
| Last Type | 607 E |
| Lining | Waterproof |
| Liner | Danner® Dry |
| Outsole | Vibram® 360° Logger |
| Recraftable | Yes |
| Manufacturing | Imported |
| Certification | ASTM F2892-11 EH |
| Toe Protection | Plan Toe |

To Order Contact—Brad Hilliard
 Email—brad_hilliard@uscco.com Desk 231-832-2297 EXT. 2500

brad_hilliard@uscco.com
 231-832-2297 ext. 2500

Danner Logger

Black



AVAILABLE SIZES

WIDTH

Men's D

Medium

8

8.5

9

9.5

10

10.5

11

11.5

12

13

14

WIDTH

Men's EE

Wide

9

9.5

10

10.5

11

11.5

12

13

To Order Contact—Brad Hilliard

Email—brad_hilliard@uscco.com Desk 233-8322297EXT. 2500



Addendum C

Office of the Registrar Authorization to Disclose Information

The Family Educational Rights and Privacy Act (FERPA) of 1974 is designed to protect the privacy of educational records, to establish the rights of students to inspect and review the educational record, and provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Jackson College's procedures for complying with the provisions of the Act can be found on the College's web site under JC Administrative Policies. In accordance with FERPA, Jackson College may not discuss a student's academic and/or financial information with their parents, spouses, or guardian of the student. Jackson College will not let anyone other than the student conduct business on the behalf of the student. By signing this form, you are authorizing Jackson College to waive this right under FERPA and allow the College to disclose information from your educational record. **Incomplete forms will not be accepted.**

Student Information:

Print Name _____ Required: JC Student Number _____

*Disclosure Options: (Please check one box only)

Option 1: Full Disclosure

By choosing this option you are authorizing JC to release any and all information from your educational record to the individual(s) or organization(s) identified below.

Option 2: Partial Disclosure

By choosing this option you are authorizing JC to release only the information identified below from your educational record to the individual(s) or organization(s) identified below. **If this option is selected and no information is specified below, the release is invalid and no information will be released.**

Required:

Specify the information you want to release (for example: balance owed to JC, grades, grade in a specific class, etc.)

Authorized Individual(s) or Organization(s)

List the individual(s) or organization(s) you are authorizing JC to release information to:

Consumers Energy Lineworker Program _____
Print Name Clearly _____ Print Name Clearly _____

Required: Four Digit Pin * X _____

*Create your own four digit pin number (any four numbers). The authorized individuals must provide this number when requesting information.

Optional: Termination Date: x _____

Student Authorization

I have read this document and fully understand the contents. This document authorizes JC to release information from my educational record, as specified above, to the individual(s) listed above and is effective upon submission. Unless I have entered a termination date below this authorization will remain in effect until I submit a written notice terminating this consent to the office of the Registrar.

Student Signature

Date

Office Use Only:

| | |
|----------------------|--------------------|
| Date Received: _____ | Received By: _____ |
|----------------------|--------------------|

Addendum D

Handbook Acknowledgement Form

I hereby acknowledge that I have received, read and understand the Jackson College Lineworker Handbook. I further agree to all policies and procedures within the handbook. I understand that Course Fees are non-refundable, and that Tuition will not be refunded for dismissal from the program after the published Add/Drop dates. I understand that it is my responsibility to maintain the required level of fitness throughout the program. I understand while attending the Consumers Energy Climb Clinics, Orientation, and Climb School, I am expected to follow all reasonable rules and regulations of policies and procedures of the site. I understand that completing this program does not guarantee me a job at Consumers Energy.

Date ____/____/____

Printed Name: _____

Signature: _____

This acknowledgement form needs to be complete and submitted to the program navigator within 10 days after receipt of this handbook.

Appendix E

Fitness Assessment Standard

The Minimum Fitness Standard for Orientation:

1. 1-mile run in 8:30 minutes or less.
2. Round 1
 - a. 3 - minute step
 - i. Step on and off a 16" step holding 20# in each hand, down at the side, to a cadence of 96 beats per minute (24 steps/min). Must stay with the cadence (every beat is a step).
 - ii. Failure to stay with the cadence will not meet the required standard for this exercise and the test is stopped.
 - b. 1 - minute rest
 - c. Pushup
 - i. Elbows 90 degrees in the down position
 - ii. Elbows straight in the up position
 - iii. 37 in 60 seconds
 - d. 1 - minute rest
 - e. Squats.
 - i. Feet shoulder width apart with hand interlocked behind the head.
 - ii. Thighs parallel to floor
 - iii. 36 in 60 seconds
 - f. 1 - minute rest
 - g. Flex arm hang
 - i. Hands on bar with palms facing body
 - ii. Chin above the bar
 - iii. Hang for 30 seconds for round 1
 - h. Receive 2-minute rest
3. Round 2
 - a. 3 - minute step
 - i. Step on and off a 16" step holding 20# in each hand, down at the side, to a cadence of 96 beats per minute (24 steps/min). Must stay with the cadence (every beat is a step).
 - ii. Failure to stay with the cadence will not meet the required standard for this exercise and the test is stopped.
 - b. 1 - minute rest
 - c. Pushup
 - i. 34 in 60 seconds
 - d. 1 - minute rest
 - e. Squats.
 - i. 33 in 60 seconds
 - ii. Feet shoulder width apart with hand interlocked behind the head.
 - iii. Thighs parallel to floor
 - f. 1 - minute rest
 - g. Flex arm hang
 - i. Hands on bar with palms facing body
 - ii. Chin above the bar
 - iii. Hang for 25 seconds
 - h. Receive 2-minute rest

4. Round 3

- a.** 3 - minute step
 - i.** Step on and off a 16" step holding 20# in each hand, down at the side, to a cadence of 96 beats per minute (24 steps/min). Must stay with the cadence (every beat is a step).
 - ii.** Failure to stay with the cadence will not meet the required standard for this exercise and the test is stopped.
- b.** 1 - minute rest
- c.** Pushup
 - i.** 31 in 60 seconds
- d.** 1 - minute rest
- e.** Squats.
 - i.** 30 in 60 seconds
 - ii.** Feet shoulder width apart with hand interlocked behind the head.
 - iii.** Thighs parallel to floor
- f.** 1 - minute rest
- g.** Flex arm hang
 - i.** Hands on bar with palms facing body
 - ii.** Chin above the bar
 - iii.** Hang for 20 seconds