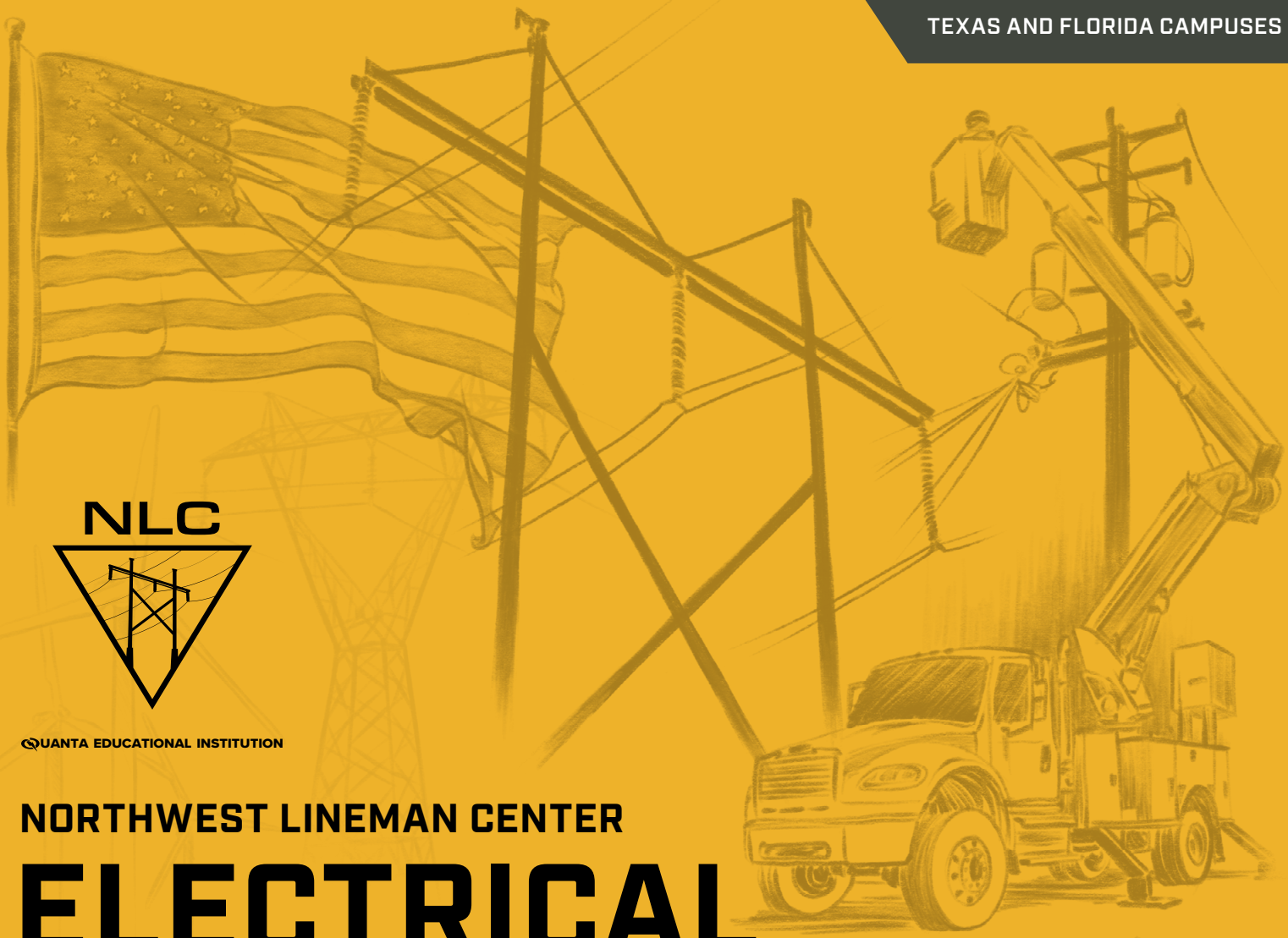
TEXAS AND FLORIDA CAMPUSES



NLC

QUANTA EDUCATIONAL INSTITUTION

NORTHWEST LINEMAN CENTER

ELECTRICAL LINEWORKER PROGRAM

2026/27 CATALOG | VOLUME 1


CA
SCHOPPE
ID
CA

ELECTRICAL LINEWORKER PROGRAM

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As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement.

The content, costs, and policies stated in this catalog (2026/2027 Volume 1) are valid from its publication date of November 13, 2025, until its end date of May 14, 2027, or until an updated version is published, whichever comes first.

The catalog effective date is September, 2026.

*Visit **lineman.edu** for the most current catalog version.*



NLC VISION

To train the energy workforce of the future where those we educate are safe in their careers and will always be first choice for the job.

NLC MISSION

NLC creates and delivers world-class education and training to meet customer demand for powering the energy transition in North America and beyond.

PRESIDENT'S MESSAGE

As President of Northwest Lineman College (NLC), I thank you for your interest in our Electrical Lineworker Program. Since 1993, NLC has prepared thousands of graduates for more than 30 career paths across the utility and power delivery industry. Our mission is simple: to deliver the highest standard of safety-focused, industry-driven training for those who want to build a meaningful and lasting career.

At NLC, you will receive a world-class education taught by the industry's only Professional Technical Educators—experienced instructors dedicated solely to training the next generation of lineworkers. Our modern campuses in California, Idaho, Texas, and Florida provide real-world learning environments where students gain hands-on experience using the tools, equipment, and work practices found in the field. Here, you're not just attending school—you're preparing for a high-demand, high-paying career that can support you and your family for decades.

Our 15-week Electrical Lineworker Program is designed to develop the technical skills, safety mindset, and work ethic required to succeed in the power delivery industry. You will train as part of a crew, learning the behaviors, craftsmanship, and accountability necessary to build and maintain the electrical systems that keep our communities connected.

I began my career in the United States Air Force, where I developed a strong foundation in leadership, discipline, and service. Throughout my career, I have led large, complex organizations across the power and energy industry, including engineering, procurement, and construction operations supporting major electrical infrastructure projects nationwide. These experiences reinforced my belief that strong training, accountability, and a commitment to safety are the foundation of long, successful careers. Choosing NLC is a long-term decision—an investment in yourself that can provide opportunity, stability, and purpose.

I invite you to visit one of our campuses or connect with our Admissions team as you take the next step toward your career in the electrical industry.



Sincerely,

Mike Pepin
President

Mike Pepin serves as President of Northwest Lineman College, leading the organization's mission to provide safe, high-quality training and education for the next generation of electrical lineworkers. With more than 25 years of leadership and education experience, including time with the Community College of the Air Force's Professional Military Education team as an Instructor and Executive Director. Prior to this role, Mike was Senior Vice President of Operations at Quanta Infrastructure Solutions Group, Quanta Services' engineering, procurement, and construction (EPC) organization. There he oversaw large-scale electrical transmission, substation, and infrastructure projects across the country. His career includes managing multi-billion-dollar programs and projects, while leading integrated teams with a strong emphasis on safety, quality, and operational excellence. Mike holds an MBA in Human Resource Management, is a Project Management Professional (PMP), and Lean Six Sigma certified. He resides in Boise, Idaho, with his family.

ABOUT NLC

Northwest Lineman College (NLC) offers comprehensive education and training programs that prepare students for successful careers in the utility industry. Our graduates have the knowledge, skills, and behavior to pursue fulfilling careers and to positively impact their lives and communities.

LARGEST PROVIDER OF LINEWORK TRAINING IN THE U.S.

Employer network to 900+, four campuses, and 9,000 apprentices and pre-apprentices trained annually

OVER 33 YEARS' EXPERIENCE IN UTILITY TRAINING

We're lineman founded and led with 11 Hall of Fame inductees

ACCREDITED*

Our commitment to quality goes beyond state board of education licensing—we maintain additional levels of accreditation through ACCSC

YOUR SAFETY IS OUR PRIORITY

Our training exceeds OSHA, ANSI, and ASTM standards

**All of our campuses have met or exceeded stringent state requirements in order to be licensed to operate. In addition to state requirements, the California campus is also accredited by the Accrediting Commission for Career Schools and Colleges (ACCSC).*





PROGRAMS CRAFTED WITH INDUSTRY EXPERTS

We work with some of the largest employers and industry experts to inform our program

AWARD-WINNING CURRICULUM

Selected by the U.S. Department of Energy to write smart grid curriculum and the OSHA Electrical Transmission and Distribution Partnership to revise their OSHA 10-Hour course; National Safety Council Green Cross Safety Innovation Award finalist, Thomas F. Farrell II Safety Leadership and Innovation Award winner, six Telly Awards for excellence in video production

MAJOR CONTRIBUTIONS TO TRADE TRAINING AND SAFETY

TransBanker, EPZGrounder, GasTech, OxBlock, American Lineman, Spanning the Straight, The Capacity Model

CERTIFIED JATC EXAM ADMINISTRATOR

Complete the JATC entrance exam on campus with certified proctors

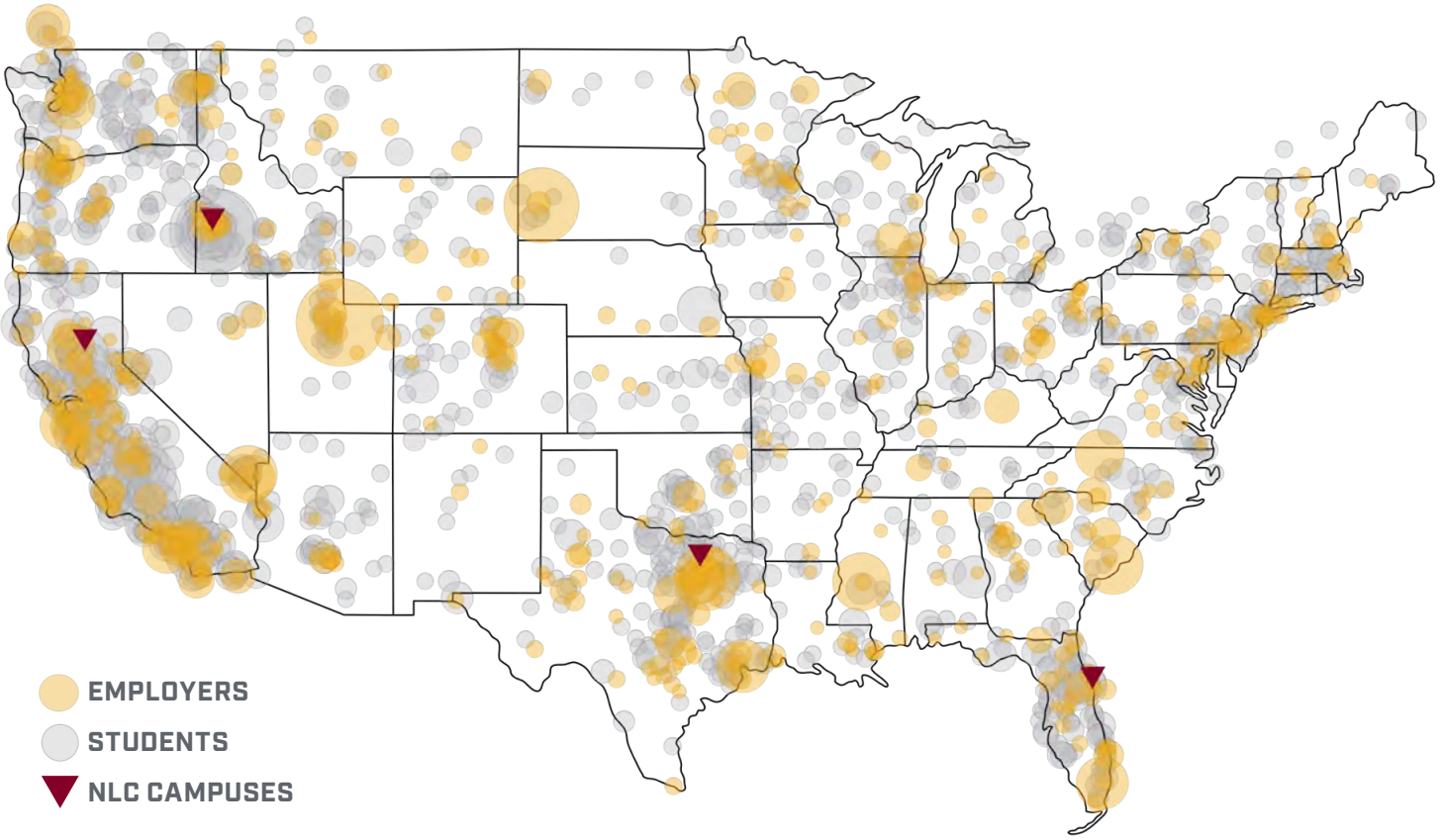
EARN COLLEGE CREDITS

Earn 34 credits toward an associate degree with the Texas State University System by completing training at NLC. See page 41 for more information

HISTORY OF NLC

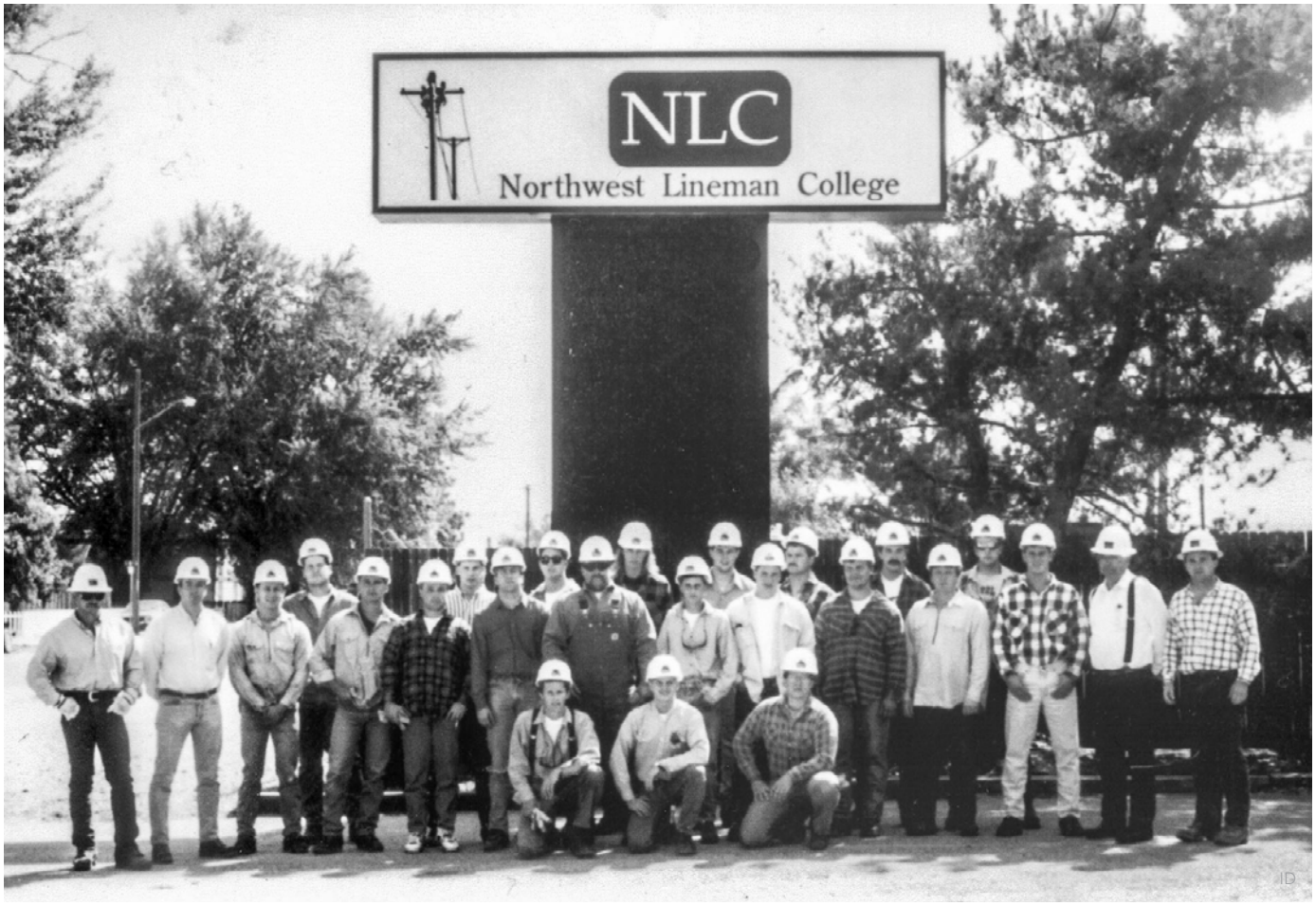
Northwest Lineman College (NLC) was founded in 1993 by journeymen linemen who shared one goal—to elevate the trade through world-class training. Founders Gerald McKie, Aaron Howell, and Shane Porter combined their deep field experience with business and engineering expertise to create a modern, student-focused approach to linework education.

From day one, NLC partnered with power companies nationwide to design a curriculum that meets industry needs and prepares graduates to lead in the field. What began as a single Electrical Lineworker Program has grown into a nationally recognized institution shaping the future of the utility industry one graduate at a time.



Our Network

Over the past 30 years, NLC has built one of the strongest networks in the industry—powered by more than 45,000 successful graduates, 4,000 hiring employers, and 900+ apprenticeship partners. Our Program Advisory Committee and parent company, Quanta Services, with its 200+ operating units, ensure our training stays connected to real industry needs.



Founding members Shane Porter (far left). Gerald McKie (second from right), and Aaron Howell (far right) with NLC's first ELP class.



EARN BIG. LIVE WELL. DO WORK THAT MATTERS.

Pathway to the Trades

The Electrical Lineworker Program is more than training—it's a gateway to the trades. With **over 125,500 job openings projected each year** through 2033 (Bureau of Labor Statistics), opportunities in these fields are expanding faster than ever. Much of this growth is fueled by an aging workforce and the accelerating demand for skilled professionals who keep our nation's infrastructure running.

At NLC, your education doesn't just prepare you for a job—it connects you to 30+ careers:

- **Substation Apprentice**
- **Mechanic**
- **Substation Technician**
- **Crane Operator/Driver/Engineer**
- **Electrician**
- **Tree Trimmer/Climber**
- **Fiber Splicer**
- **Superintendent**
- **Field Safety Consultant**
- **Foreman**
- **Groundman**
- **Substation Electrician**
- **Telecommunications Lineman**
- **Apprentice Lineman**
- **Driver Engineer**
- **Meter Reader**
- **Meter Technician**
- **Arborist**
- **Fire Prevention Laborer**
- **Meter Installer**
- **Service Technician**
- **Tower Technician**
- **Fiberoptic Installer/Repairer**
- **System Operator**
- **Wind Turbine Technician**
- **Crane Operator**
- **Power Plant Technician**
- **Quality Control Inspector**
- **Equipment Operator**
- **Solar Technician**






TX

125,500+
OPENINGS PER YEAR*

Across power, telecommunications, solar, wind turbine, power plant, tree trimmer, and electrician industries

A Career That Can't Be Outsourced

+ **Increased retirements**
+ **Increased customer reliance on electricity**
+ **Increased installation and maintenance of the power grid**
+ **Increased domestic and global initiatives to develop and utilize more clean energy sources**

PATHWAY TO 30+ CAREERS

Help shape the country's energy transition

*Source: *www.bls.gov/oes/*


WA


WA


SC
TX
KY

CAREER OUTLOOK

Power delivery is a robust, vibrant, growing industry that provides rewarding careers to hundreds of thousands of individuals. As illustrated below, employment prospects continue to look up for the foreseeable future.

OCCUPATION		HOURLY BY PERCENTILE				
		10th	25th	Median	75th	90th
49-9051	Electrical Power-Line Installers and Repairers	$22.21	$29.08	$37.65	$47.59	$51.49
49-9052	Telecommunications Line Installers and Repairers	$17.86	$20.95	$28.94	$37.96	$47.27
43-5041	Meter Readers, Utilities	$12.41	$15.25	$20.33	$27.77	$34.82
49-2095	Electrical and Electronic Repairers, Powerhouse, Substation, and Relay[4]	$28.63	$36.61	$44.91	$48.88	$57.69
47-2073	Operating Engineers and Other Construction Equipment Operators[5]	$17.38	$18.54	$23.25	$30.14	$41.13
49-9081	Wind Turbine Service Technicians	$22.32	$22.62	$27.05	$30.74	$37.41
49-9097	Signal and Track Switch Repairers`	$24.31	$30.46	$38.73	$38.90	$40.47
49-9098	Helpers–Installation, Maintenance, and Repair Workers	$11.29	$13.94	$15.91	$18.21	$22.68
51-8099	Plant and System Operators, All Other	$14.30	$18.31	$24.16	$32.05	$38.59
37-3013	Tree Trimmers and Pruners	$14.51	$18.32	$22.58	$27.96	$30.87
47-2111	Electricians	$17.80	$22.55	$28.87	$37.19	$47.98
47-2231	Solar Photovoltaic Installers	$17.46	$18.26	$22.92	$28.37	$34.65
47-3013	Helpers–Electricians	$13.31	$14.25	$17.48	$18.92	$22.97
49-1011	First-Line Supervisors of Mechanics, Installers, and Repairers	$21.06	$24.99	$34.26	$43.94	$50.92
53-7021	Crane and Tower Operators	$18.02	$23.15	$29.92	$37.47	$47.35
49-2021	Radio, Cellular, and Tower Equipment Installers and Repairers	$17.74	$22.71	$29.02	$37.40	$46.74

Occupation wage data reflects numbers reported by the Bureau of Labor Statistics as of May 2021. For more details on the occupations listed above, search the Occupational Outlook Handbook at: bls.gov/ooh/

1. This occupation encompasses the title of Substation Helper.
2. This occupation encompasses the title of Equipment Helper.

Career Progression

A career in linework is more than a job—it's a lifelong journey of growth, leadership, and purpose.

Most graduates begin their careers as pre-apprentices or groundmen, supporting crews and gaining valuable hands-on experience in the field.

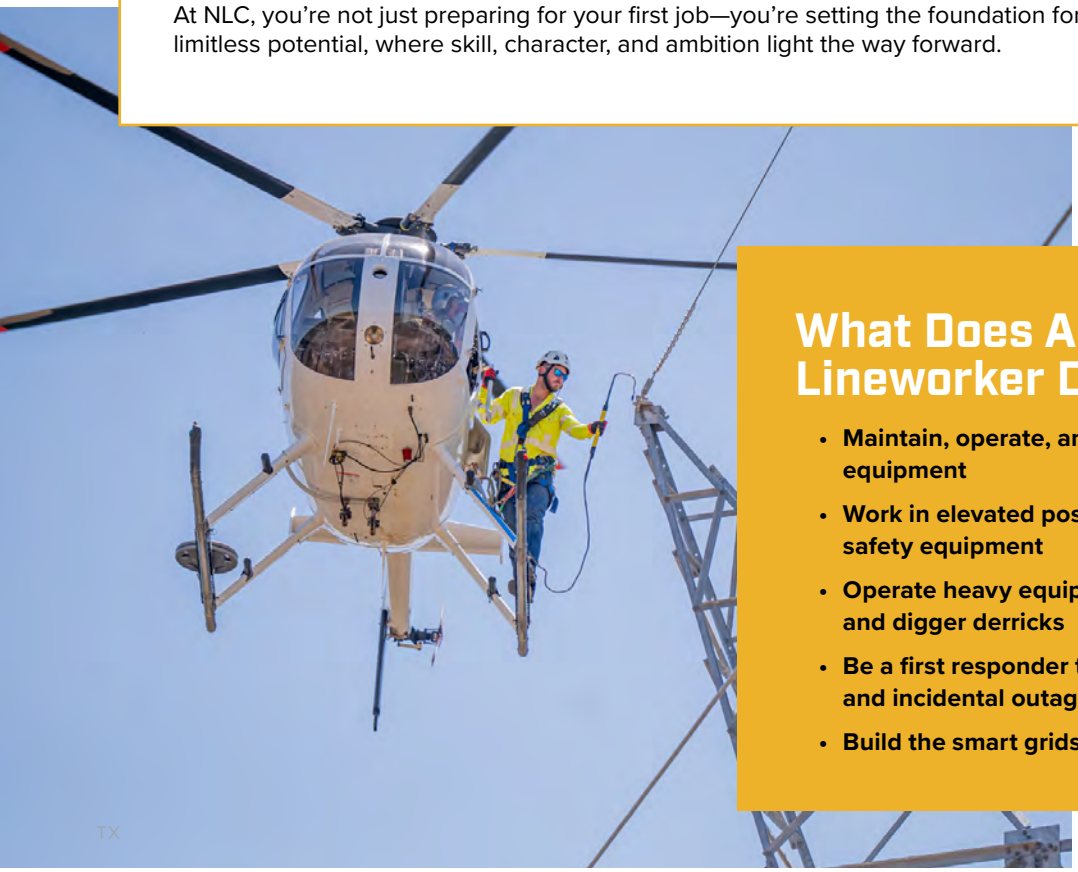
With dedication and skill, they advance to apprentices, where they continue to learn the trade under the guidance of experienced mentors while earning as they train. ELP graduates completing an apprenticeship program using NLC curriculum can secure advanced standing in apprenticeship programs topping out faster.

Upon completing their apprenticeship, lineworkers achieve the respected status of journeyman, capable of performing complex work independently and safely.

Many continue to climb—taking on leadership roles such as foreman, general foreman, and superintendent, overseeing entire crews, projects, and regions.

Each step represents more than a title—it's a testament to expertise, leadership, and the trust placed in those who keep our nation's power flowing.

At NLC, you're not just preparing for your first job—you're setting the foundation for a career with limitless potential, where skill, character, and ambition light the way forward.



What Does An Electrical Lineworker Do?

- **Maintain, operate, and construct high-voltage lines and equipment**
- **Work in elevated positions using the most up-to-date safety equipment**
- **Operate heavy equipment such as cranes, boom trucks, and digger derricks**
- **Be a first responder to restore power after natural disasters and incidental outages**
- **Build the smart grids and intelligent grids of the future**

Career Progression Timeline

ELP PROGRAM → GROUNDMAN → APPRENTICE → JOURNEYMAN





QUANTA

The Quanta Benefit

Quanta Services, Inc. is a Fortune 200 company and the **nation's largest employer of craft professionals**— more than 50,000 skilled workers strong. Comprising hundreds of specialized operating companies, Quanta leads the way in power, energy, and infrastructure services across North America.

When Quanta acquired NLC in 2018, it was a partnership built on shared values: safety, excellence, and the belief that world-class training builds a world-class workforce. Quanta's expansive network spans every corner of the industry—linework, engineering, substations, renewables, telecommunications, natural gas, and more.

Through this partnership, **NLC graduates gain a direct pathway to opportunity.** No other line school can offer a connection this powerful.

FOREMAN

GENERAL FOREMAN

SUPERINTENDENT


NLC

ELECTRICAL LINEWORKER PROGRAM

Program Overview

Positive Learning Environment

Our Instructors

Program Outline

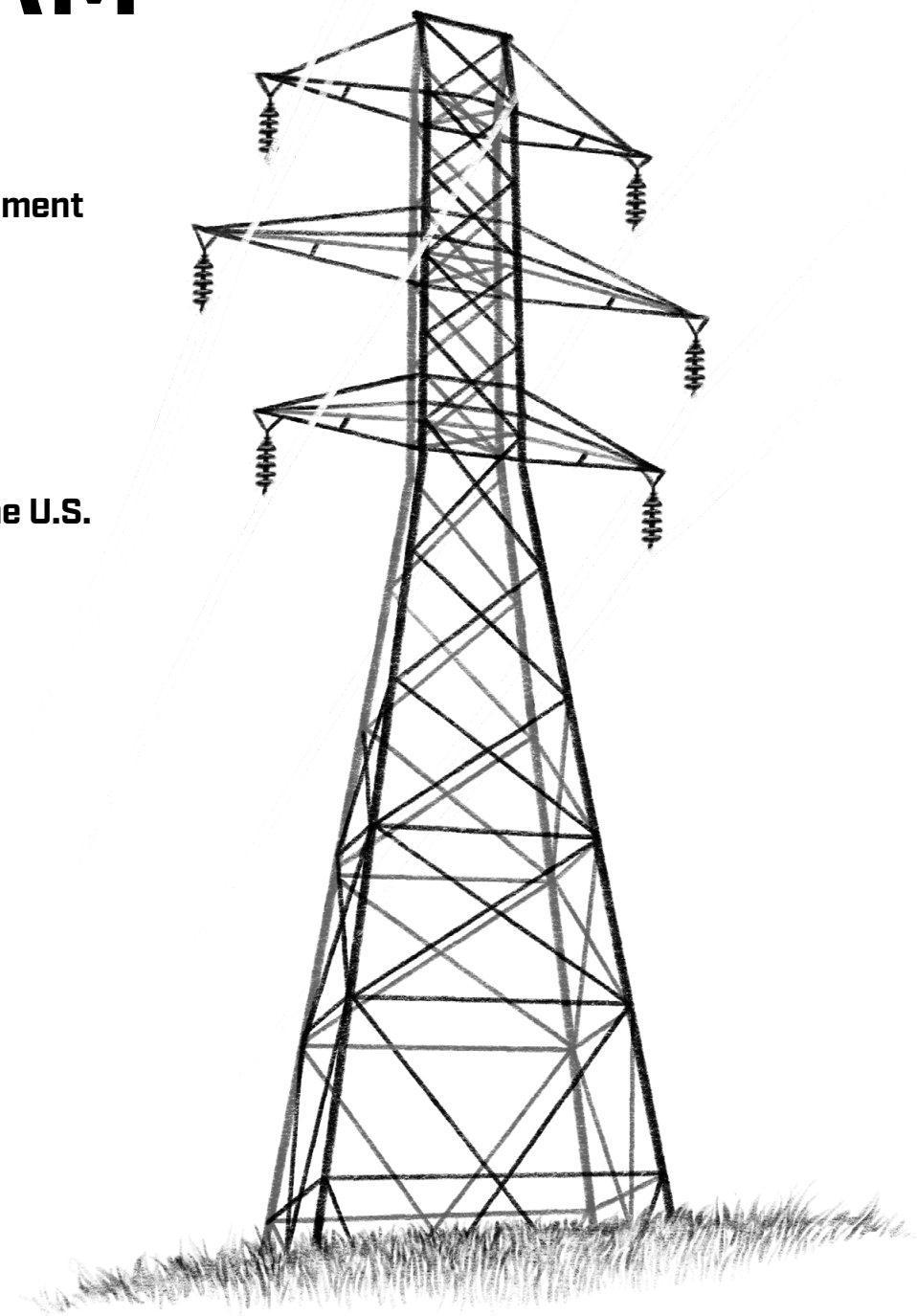
Course Descriptions

Four Campuses Across the U.S.

Educational Excellence

Our Curriculum





ELECTRICAL LINEWORKER PROGRAM OVERVIEW

15-week pre-apprentice program that offers comprehensive education and training for individuals pursuing a career in the electric power industry



Students will:

- **Learn how to safely construct, maintain, and operate the nation's power grid.**
- **Gain skills needed to work in elevated positions while utilizing the latest safety equipment.**
- **Learn to operate bucket trucks and digger derricks.**

At NLC, you're not just going to school—you're launching into a hands-on career. Our graduates often find employment on line crews, earning competitive wages, benefiting from lifelong benefits, and experiencing a solid level of job security. This is a career where your hard work pays off. You'll build skills fast and work outside with tight-knit crews that feel like family. Best of all, you'll see the impact of your work every day and for years to come.

88%
GRADUATION RATE*
26% higher than the national college completion rate

15 WEEK PROGRAM
Be career ready 90% faster than a four-year degree and 77% faster than a two-year degree

DIRECT PATHWAY TO THE #1 EMPLOYER OF CRAFT SKILL LABOR IN THE U.S.
Part of the Quanta services family, a Fortune 200 company

4 CAMPUSES
ACROSS THE U.S.
Meridian, ID | Oroville, CA
Denton, TX | Edgewater, FL

$92,560
ANNUAL MEDIAN PAY PER YEAR
**Increase your earning with overtime, callouts, and storm work

INDUSTRY-RECOGNIZED CERTIFICATIONS
Earn 9 in-demand and industry recognized certifications, including a climbing certification

INDUSTRY'S ONLY PROFESSIONAL TECHNICAL EDUCATORS
Our instructors are Department of Labor certified educators and journeymen linemen

75%
EMPLOYMENT RATE*
49% higher than traditional college graduate in-field placement; many of our students graduate with a job offer in hand

Source: https://lineman.edu/stats-and-sources

POSITIVE LEARNING ENVIRONMENT

Safety is at the core of all NLC training

At NLC, we believe the habits you build in training shape the way you'll work for a lifetime. That's why safety is at the heart of everything we teach.

From day one, students learn to think, act, and work safely—not just to pass a test, but to build a lasting career. Our curriculum covers current OSHA regulations and industry best practices, reinforced through immersive, hands-on training in the lab and field. Students learn to identify every component of an electrical system, choose the right tools, and apply safe work methods with confidence.

Training is split 60/40 between the field and classroom delivered Monday through Thursday, with Fridays reserved for study and preparation. In order to maintain a high-quality training environment, student-to-faculty ratios are kept to a maximum of 20:1 in the field, and 76:1 in the classroom across all campuses.

We deliver training that mimics the real world industry environment for a practical learning experience. Students work in crews of 4-5 members, supporting one another while our instructors guide them as crew leaders would.

When they graduate, NLC students don't just leave with skills—they leave with the safety mindset that defines true professionals in the power industry.





Program Details

Instruction and training in the ELP includes:

Courses

- Orientation
- Electrical Grid
- Rigging
- Working on Lines and Equipment
- Transformers
- Maps and Specifications
- Introduction to The Capacity Model®
- OSHA 10-Hour ET&D
- Career Planning and Strategies
- First Choice Behaviors
- Behavior Assessment
- Basic Electrical Theory

Competencies

- Climbing
- Equipment
- Distribution
- Transmission
- Groundman
- Underground
- Transformer
- Live-Line Equipment and Maintenance
- Overhead Secondary
- Material Identification
- General Line Construction
- Chainsaw Safety and Maintenance

Certifications

- Climbing
- First Aid
- CPR
- Pole Top Rescue
- Enclosed-Space Rescue
- Aerial-Lift Rescue
- Digger Derrick Safety
- Chainsaw Safety and Maintenance
- OSHA 10-Hour ET&D

Recommended Courses

- Crane Operator Certification
- Applied Mathematics
- Class A Commercial Driver's License Training (TX)/ Testing (FL)
- Smart Grid and Electrical Devices Certification


NLC
MR. MALLARD
QUANTA EDUCATIONAL INSTITUTION WATERS
QUANTA EDUCATIONAL INSTITUTION VANLEUEVN
NLC
NLC
NLC

OUR INSTRUCTORS

Great training starts with exceptional instructors. Every NLC instructor is a journeyman lineman who also completes our Professional Technical Educator (PTE) Program, a Department of Labor registered training program that transforms industry experts into master educators.

Built on NLC's proven Four-Step Delivery Method, the PTE Program ensures our instructors know how to teach, mentor, and inspire adult learners in the classroom, lab, and field. The result is a level of instruction that sets NLC apart—hands-on, engaging, and grounded in the real-world experience that prepares students for success from day one.

DOL Journeymen Linemen

NLC instructors are journeyman linemen who have worked across all sectors of the industry as crew leaders, troublemen, foremen, general foremen, superintendents, division leaders, and more.

Student-Centered Educational Model

NLC instructors deliver using the Four-Step Delivery Method, a proven method of training designed for adult learners, and a positive learning environment where key behaviors, including craftsmanship, professionalism, work ethic, and safety mindset, are modeled and expected of all students.

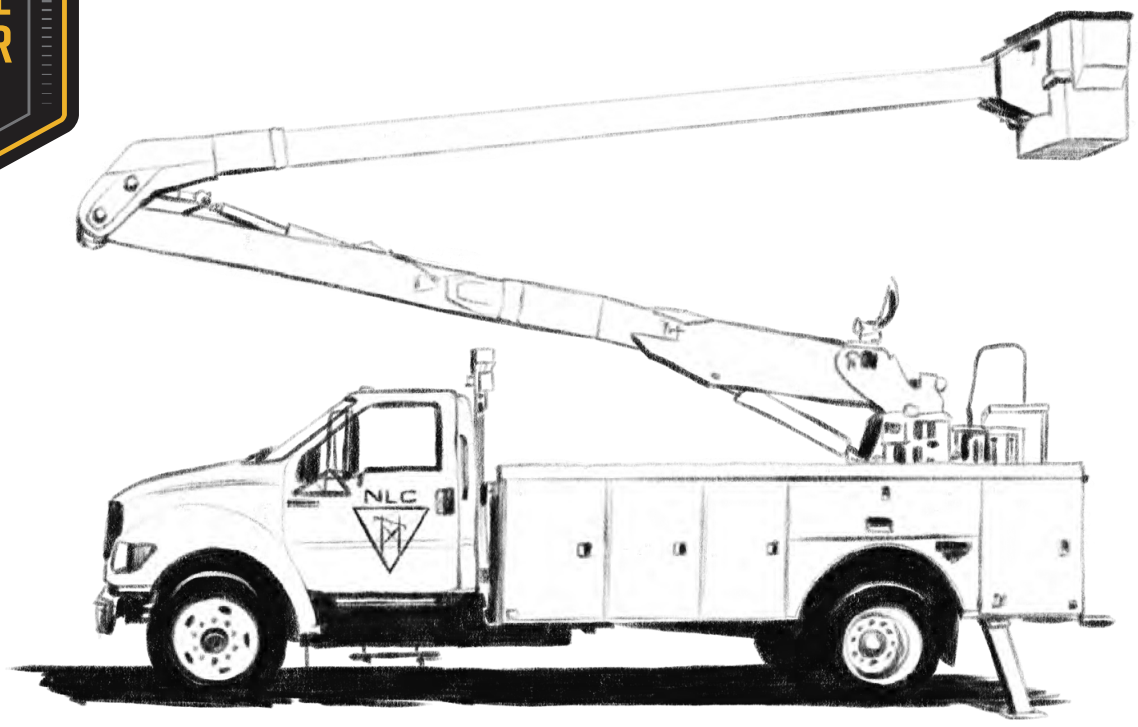
Educational Quality

Our Department of Educational Quality supports ongoing evaluation and coaching of all instructors. All NLC instructors receive ongoing evaluations and coaching.

Generations of Experience

Our instructors bring decades of experience at companies across the U.S. including Quanta Services, PG&E, SDG&E, SCE, Idaho Power, Oncor, Entergy, Duke Energy, Florida Power & Light, and more.

NORTHWEST LINEMAN COLLEGE
PROFESSIONAL TECHNICAL EDUCATOR
PROGRAM



PROGRAM OUTLINE

Program Objective

NLC's Electrical Lineworker Program objective is to provide the training and education needed to ensure that graduates are:

- Highly qualified for initial employment
- Highly successful in completing future training programs
- Prepared to pursue a long, rewarding career

Program Length

The program is fifteen weeks of full-time enrollment, totaling 480 clock hours ("Clock Hour" means a period of 60 minutes with a minimum of 50 minutes of instruction in the presence of an instructor, pursuant to 6E-1.003(15), F.A.C.). See the table on the next page for a complete breakdown of hours.

Daily Schedule

Class and field training are in session Monday through Thursday (occasionally Friday) 7:50 AM-4:40 PM (NLC—TX) or 7:00 AM-4:00 PM (NLC—FL). Included in this time frame are two 15-minute breaks (one morning, one afternoon) and a lunch break: 50 minutes (NLC—TX), one hour (NLC—FL). NLC reserves the right to adjust the daily scheduled course hours as deemed necessary by NLC staff for reasons such as lightning or adverse weather.

Course Numbering System

Course numbers consist of a three or four character prefix followed by a four-digit number sequence. The prefix represents a course category. The number sequence is broken into three parts: the first digit represents the level of the course, the second represents the version of the course, and the third and fourth numbers are sequential and build on each other as courses are added to a particular category.





NLC–TX

This table applies to 2026 term 3 and 2027 term 1.
For 2026 term 2, see Addendum 1 at the back of this catalog.

PROGRAM COURSES		Lecture Hours	Lab Hours	Clock Hours	Program Week
ORE 1008	Orientation	10	-	10	1
ORE 1109	First Choice Behaviors (Term 3)	2	5	7	1
ORE 1309	Essential Behaviors (Term 1)	2	5	7	1
SAF 1007	Introduction to The Capacity Model®	4	4	8	1
ELS 1001	Electrical Grid I	30	-	30	2–5, 15
RIG 1106	Rigging	30	-	30	2–5, 15
ELS 1002	Electrical Grid II	23	-	23	6–8, 15
ELS 1105	Working on Lines and Equipment	23	-	23	6–8, 15
TRA 1005	Transformers	30	-	30	9–12, 15
CAR 1007	Career Planning and Strategies	23	5	28	9-12, 15
ELS 1006	Smart Grid and Electrical Devices (Term 3)	10	10	20	13-14
ELS 1013	Maps and Specifications (Effective Term 1)	12	-	12	13-14
BEH 1008	Behavior Assessment	-	2	2	8, 15
CLI 1001	Climbing I Competencies	-	20	20	2–5
EQU 1001	Equipment I Competencies	-	8	8	2–5
DIS 1001	Distribution I Competencies	-	12	12	2–5
URD 1007	Underground Competencies	-	16	16	2–5
CLI 1002	Climbing II Competencies	-	12	12	6–8
EQU 1002	Equipment II Competencies	-	18	18	6–14
DIS 1102	Distribution II Competencies	-	32	32	6–12
TRS 1107	Transmission Competencies	-	20	20	6-14
CLI 1003	Climbing III Competencies	-	24	24	9–14
GRD 1205	Groundman Competencies	-	34	34	2–8, 13–14
TRA 1005 C	Transformer Competencies		8	8	9–12
LIV 1005	Live-Line Equipment and Maintenance Comp.	-	4	4	2–8, 13–14
DIS 1005	Overhead Secondary Competencies	-	4	4	12
PLD 1005	Material Identification Competencies	-	14	14	4–7, 13
PLD 1006	General Line Construction Competencies (Term 3)	-	19	19	13-15
PLD 1106	General Line Construction Competencies (Effective Term 1)	-	27	27	13-15
OSH 1005	OSHA 10-Hour ET&D	12	-	12	2–14
EQU 1009	Chainsaw Safety and Maintenance Comp.	-	4	4	2–5
FIR 1006	First Aid	-	4	4	1
CPR 1005	CPR	-	4	4	1
	Totals: '26-03	**197**	**283**	**480**	**15 Weeks**
	Totals: '27-01	**199**	**281**	**480**	**15 Weeks**

ELECTIVES		Lecture Hours	Lab Hours	Clock Hours	Program Week
CDL 1007	Class A CDL Training Course - TX	-	12	12	varies

OPTIONAL SEMINARS		Lecture Hours	Lab Hours	Clock Hours	Program Week
CRA 1005	Crane Operator Certification Training	20	40	60	varies
MAT 1012	Applied Mathematics	16	-	16	varies
	Program & Electives/Optional Seminars Totals: '26-03	**233**	**335**	**568**	**15 Weeks**
	Program & Electives/Optional Seminars Totals: '27-01	**235**	**333**	**568**	**15 Weeks**

A Class A Commercial Driver's License (CDL) is a graduation requirement for all NLC campuses. (The CDL graduation requirement is waived for DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants).) For information on obtaining a CDL, refer to the campus's CDL Graduation Requirement page.

CERTIFICATIONS

- Chainsaw Safety and Maintenance
- First Aid
- CPR
- Pole-Top Rescue
- OSHA 10-Hour ET&D
- Enclosed-Space Rescue
- Aerial-Lift Rescue
- Digger Derrick Safety*
- Climbing**

1. Weeks represent dedicated lab time. Material identification occurs throughout the term as part of related courses.
** Students must successfully complete RIG 1006, EQU 1001, and EQU 1002 to earn this certification. Associated hours are listed with respective course descriptions.*
*** Students must successfully complete CLI 1001, CLI 1002, and CLI 1003 to earn this certification. Associated hours are listed with respective course descriptions.*

NLC–FL

This table applies to 2026 term 3 and 2027 term 1.
For 2026 term 2, see Addendum 1 at the back of this catalog.

PROGRAM COURSES		Lecture Hours	Lab Hours	Clock Hours	Program Week
ORE 1008	Orientation	10	-	10	1
ORE 1109	First Choice Behaviors (Term 3)	2	5	7	1
ORE 1309	Essential Behaviors (Term 1)	2	5	7	1
SAF 1007	Introduction to The Capacity Model®	4	4	8	1
ELS 1001	Electrical Grid I	30	-	30	2–5, 15
RIG 1106	Rigging	30	-	30	2–5, 15
ELS 1002	Electrical Grid II	23	-	23	6–8, 15
ELS 1105	Working on Lines and Equipment	23	-	23	6–8, 15
TRA 1005	Transformers	30	-	30	9–12, 15
CAR 1007	Career Planning and Strategies	23	5	28	9-12, 15
ELS 1006	Smart Grid and Electrical Devices (Term 3)	10	10	20	13-14
ELS 1013	Maps and Specifications (Effective Term 1)	12	-	12	13-14
BEH 1008	Behavior Assessment	-	2	2	8, 15
CLI 1001	Climbing I Competencies	-	20	20	2–5
EQU 1001	Equipment I Competencies	-	8	8	2–5
DIS 1001	Distribution I Competencies	-	12	12	2–5
URD 1007	Underground Competencies	-	16	16	2–5
CLI 1002	Climbing II Competencies	-	12	12	6–8
EQU 1002	Equipment II Competencies	-	18	18	6–14
DIS 1102	Distribution II Competencies	-	32	32	6–12
TRS 1107	Transmission Competencies	-	20	20	6-14
CLI 1003	Climbing III Competencies	-	24	24	9–14
GRD 1205	Groundman Competencies	-	34	34	2–8, 13–14
TRA 1005 C	Transformer Competencies		8	8	9–12
LIV 1005	Live-Line Equipment and Maintenance Comp.	-	4	4	2–8, 13–14
DIS 1005	Overhead Secondary Competencies	-	4	4	12
PLD 1005	Material Identification Competencies	-	14	14	4–7, 13
PLD 1006	General Line Construction Competencies (Term 3)	-	19	19	13-15
PLD 1106	General Line Construction Competencies (Effective Term 1)	-	27	27	13-15
OSH 1005	OSHA 10-Hour ET&D	12	-	12	2–14
EQU 1009	Chainsaw Safety and Maintenance Comp.	-	4	4	2–5
FIR 1006	First Aid	-	4	4	1
CPR 1005	CPR	-	4	4	1
	Totals: '26-03	**197**	**283**	**480**	**15 Weeks**
	Totals: '27-01	**199**	**281**	**480**	**15 Weeks**

OPTIONAL SEMINARS		Lecture Hours	Lab Hours	Clock Hours	Program Week
CDL 1008	Class A CDL Testing Course - FL	-	26	26	varies
CRA 1005	Crane Operator Certification Training	20	40	60	varies
MAT 1012	Applied Mathematics	16	-	16	varies
	Program & Optional Courses Totals: '26-03	**233**	**349**	**582**	**15 Weeks**
	Program & Optional Courses Totals: '27-01	**235**	**347**	**582**	**15 Weeks**

A Class A Commercial Driver's License (CDL) is a graduation requirement for all NLC campuses. (The CDL graduation requirement is waived for DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants).) For information on obtaining a CDL, refer to the campus's CDL Graduation Requirement page.

CERTIFICATIONS

- Chainsaw Safety and Maintenance
- First Aid
- CPR
- Pole-Top Rescue
- OSHA 10-Hour ET&D
- Enclosed-Space Rescue
- Aerial-Lift Rescue
- Digger Derrick Safety*
- Climbing**

Licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding this institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, FL 32399-0400, toll-free telephone number (888)224-6684;

1. Weeks represent dedicated lab time. Material identification occurs throughout the term as part of related courses.
** Students must successfully complete RIG 1006, EQU 1001, and EQU 1002 to earn this certification. Associated hours are listed with respective course descriptions.*
*** Students must successfully complete CLI 1001, CLI 1002, and CLI 1003 to earn this certification. Associated hours are listed with respective course descriptions.*

COURSE DESCRIPTIONS

To ensure a well-rounded education, students attending 2026 term 3 or 2027 term 1 are required to complete all courses detailed in this section.[1] The following descriptions provide a basic overview of the fundamentals of each course. If you have any questions, please contact NLC for further information.

KNOWLEDGE PHASE

ELS 1001 (Terms 3 & 1) Electrical Grid

This course encompasses basic electricity and the elements of the electrical grid. Materials cover electrical quantities, Ohm's law, and the roles they play within the various elements of the electric grid. The methods of electrical generation and the components associated with transmission, sub-transmission, and distribution systems are also covered in this course.

ELS 1002 (Terms 3 & 1) Electrical Grid II

This course is designed to carry on the concepts discussed in Electrical Grid I. Students will gain a better understanding of how electrical quantities behave in series and parallel circuits and experience a detailed dive into three-phase power.

ELS 1006 (Term 3) Smart Grid and Electrical Devices

This course is designed to carry on the concepts discussed in Electrical Grid I. Students will gain a better understanding of how electrical quantities behave in series and parallel circuits and experience a detailed dive into three-phase power.

ELS 1013 (Term 1) Maps and Specifications

This course introduces students to maps, diagrams, and specification books used in utility construction. Students learn how to interpret mapping tools, symbols, and layouts across distribution and transmission systems. Emphasis is placed on reading construction drawings, understanding numbering methods, and applying specifications to real-world linework.

ELS 1105 (Terms 3 & 1) Working on Lines and Equipment

This course teaches students about the two main methods of working on lines and equipment, de-energized or energized. Much of the focus is on the de-energized method, including disconnecting sources of energy, lockout/tagout, and protective grounding. This course also provides instruction on the tools and equipment for performing energized work, with some discussions on work methods.

OSH 1005 (Terms 3 & 1) OSHA 10-Hour ET&D

This course is delivered by an authorized OSHA Outreach trainer and follows the OSHA 10 Electrical Transmission and Distribution (ET&D) format. Students will learn about the OSH Act, OSHA's mission, and important regulations for electrical crews. Emphasis is also given to OSHA's Focus Four hazards. Each successful participant will earn an OSHA Electrical Transmission and Distribution 10-hour card.

RIG 1106 (Terms 3 & 1) Rigging

This course is designed to teach the student about fall protection and the tensions associated with common rigging used on the job site. The proper application of knots and the effects that knots have on ropes are discussed in detail. In addition, students will learn about the mechanical advantage gained with parted blocks, tensions with snatch blocks, and safety when working around mechanical equipment.

TRA 1005 (Terms 3 & 1) Transformers

Classroom lectures and NLC's transformer lab focus on installing and operating distribution transformers, including theory and primary and secondary connections of single-phase and three-phase transformer banks. Students learn to identify system voltage, nameplate voltage ratings, and customer voltage needed to properly install transformers or a transformer bank.

SKILL PHASE

CLI 1001 (Terms 3 & 1) Climbing I Competencies

Students learn to use climbing gear and proper techniques for working from wood poles. Ascending, descending, and rotating at lower elevations are central themes.

CLI 1002 (Terms 3 & 1) Climbing II Competencies

Positioning and climbing techniques are refined as students ascend, descend, and rotate at higher elevations, enhancing pole-top work skills.

CLI 1003 (Terms 3 & 1) Climbing III Competencies

Climbing and work positioning are further refined in this final segment of climbing instruction, during which students perform work-related tasks at pole-top. Workmanship plays a significant role, paving the way for successful completion of other program certifications.

CPR 1005 (Terms 3 & 1) CPR

Students learn to safely perform as a competent first responder in an environment that requires use of basic CPR.

DIS 1001 (Terms 3 & 1) Distribution I Competencies

Activities familiarize students with materials and tools associated with distribution systems; students use these items to complete common tasks related to distribution system construction.

DIS 1005 (Terms 3 & 1) Overhead Secondary Competencies

Students will perform common tasks associated with overhead distribution secondary and services. There will be an enhanced focus on the correct use of materials and tools while working from a wood pole.

1. Students attending 2026 term 2 should refer to Addendum 1 at the back of this catalog for required course descriptions.

COURSE DESCRIPTIONS (CONT.)

SKILL PHASE (CONT.)

DIS 1102 (Terms 3 & 1) Distribution II Competencies
Students perform common tasks associated with working on distribution structures, with primary focus on use of materials and tools working from pole-top.

EQU 1001 (Terms 3 & 1) Equipment I Competencies
Course activities familiarize students with truck setup, work-site protection, equipment operation, boom operation, and hand signals.

EQU 1002 (Terms 3 & 1) Equipment II Competencies
This field course provides advanced instruction on digger-derrick operation—including load lifting, hole excavation (using the auger), and setting poles— with an emphasis on hand signals and safety around suspended loads.

EQU 1009 (Terms 3 & 1) Chainsaw Safety and Maintenance Competencies
The course teaches the essentials of chainsaw safety, maintenance, and use. Students will learn the skills to safely perform the basic chainsaw-related tasks on a jobsite.

FIR 1006 (Terms 3 &1) First Aid
Students learn to safely perform as a competent first responder in an environment that requires use of basic first aid.

GRD 1205 (Terms 3 & 1) Groundman Competencies
Students learn to safely perform various trade-related tasks that prepare them for linecrew support.

LIV 1005 (Terms 3 & 1) Live-Line Equipment and Maintenance Competencies
Students learn how to use and care for common live-line tools and equipment used in the construction, operation, and maintenance of electric transmission and distribution systems. *This course does not teach or certify students to conduct live-line work.*

PLD 1005 (Terms 3 & 1) Material Identification Competencies
In this course, students will be able to identify and explain the operation and purpose of various pieces of equipment and tools used in the construction, operation, and maintenance of electric transmission and distribution systems.

PLD 1006 (Term 3) General Line Construction Competencies
This culminating course is designed for the students to apply and refine the knowledge, skills, and behaviors learned during their term in the Electrical Lineworker Program to rebuild the ELP training yard.

PLD 1106 (Term 1) General Line Construction Competencies
This culminating course is designed for the students to apply and refine the knowledge, skills, and behaviors learned during their term in the Electrical Lineworker Program to rebuild the ELP training yard.

TRA 1005 C (Terms 3 & 1) Transformer Competencies
Students perform tasks associated with installing and operating single-phase and three-phase distribution transformers as well as final meter connections and meter set installations.

TRS 1107 (Terms 3 & 1) Transmission Competencies
Students learn climbing and maneuvering from different work positions on wood-pole transmission structures, with an introduction to various fall-protection methods. Students perform common maintenance tasks on transmission structures, applying necessary rigging techniques and using fall-protection systems correctly. Instruction also includes climbing and navigating steel structures safely.

URD 1007 (Terms 3 & 1) Underground Competencies
Tools and materials associated with underground residential distribution systems are covered, focusing mainly on common URD terminations for both primary and secondary systems.

BEHAVIOR PHASE

BEH 1008 (Terms 3 & 1) Behavior Assessment
Discussion, demonstration, and display of behaviors essential to the success of entry-level lineworkers. Instruction and assessment occur in classroom and field environments. Students learn the levels of general attitude, responsibility, and motivation required of lineworkers, and how to project themselves in a positive, professional manner using verbal and nonverbal skills.

CAR 1007 (Terms 3 & 1) Career Planning and Strategies
This course teaches students to identify employers, employment options, and career paths in the industry. The course is designed to simulate the hiring process. It guides students through the development of the materials and skills they need to secure a job: creating cover letters and resumes, establishing contact with potential employers, and developing their interviewing skills.

ORE 1008 (Terms 3 & 1) Orientation
In this course, students are introduced to the learning management system (LMS), the grading system and policies, important program dates, and campus rules and expectations. Students will also tour the campus.

ORE 1109 (Term 3) First Choice Behaviors
This course introduces students to essential information for successfully completing the Electrical Lineworker Program. Students will learn how NLC defines success, the objectives of the program, and the methods of grading and completion of program components. The course also provides students with study habits, tips, and the core behaviors (safety mindset, work ethic, craftsmanship, and professionalism) that they need to succeed.

ORE 1309 (Term 1) Essential Behaviors

This course introduces students to essential information for successfully completing the Electrical Lineworker Program. Students will learn how NLC defines success, the objectives of the program, and the methods of grading and completion of program components. The course also provides students with study habits, tips, and the core behaviors (safety mindset, work ethic, craftsmanship, and professionalism) that they need to succeed.

SAF 1007 (Term 3 & 1) Introduction To The Capacity Model®

In this blended learning course, students learn the essentials of workplace safety: the principles and elements of The Capacity Model®, STKY™ Controls for Crews, and job briefings and job hazard analysis. Students will also learn proper methods for using their climbing gear and hand tools.

☐ CERTIFICATIONS

Aerial-Lift Rescue Certification

Students learn to safely perform aerial rescue activities, and must complete the Aerial Lift Rescue competency. This certification is earned in EQU 1002. Certification provided by NLC.

Chainsaw Safety And Maintenance Certification

Students learn the essentials of chainsaw safety, maintenance and use. This certificate is earned by passing EQU 1009. Certification provided by NLC.

Climbing Certification

This certificate—which is earned by passing CLI 1001, CLI 1002, and CLI 1003 (in compliance with NLC certification requirements and applicable OSHA regulations)—is reflected on graduate transcripts and certification cards. Certification provided by NLC.

CPR Certification

Successful completion of CPR 1005 results in a nationally recognized cardiopulmonary resuscitation (CPR) certification. Certification provided by: NLC—ID—Health Solutions of America; NLC—CA/TX/FL: Health & Safety Institute (HSI).

Digger Derrick Safety Certification

Students learn the necessary behaviors, knowledge, and skills to safely work on and around digger derricks in utility construction sites. Topics include work-site protection, truck setup, underground facilities, lifting capacities, and sling tensions. This certification is earned in RIG 1106, EQU 1001, and EQU 1002. Certification provided by NLC.

Enclosed-Space Rescue Certification

Hazards associated with working in enclosed spaces are outlined, along with discussion of OSHA requirements for enclosed-space attendants. Students are required to demonstrate proper vault-rescue procedure. This certification is earned in GRD 1205. Certification provided by NLC.

First Aid Certification

Successful completion of FIR 1006 results in a nationally recognized first aid certification. Certification provided by: NLC—ID—Health Solutions of America; NLC—CA/TX/FL: Health & Safety Institute (HSI).

OSHA 10-Hour ET&D



FOUR CAMPUSES ACROSS THE U.S.

Campus Details

Students from all over the country come to attend NLC at these campuses.

All campuses feature:

- Classroom facilities equipped with digital projection systems, Internet access, educational props, instructional posters, and learning resource centers that include computers, industry-related publications, study areas, periodicals, and videos. Students can access any resource in the learning center during normal business hours.
- Well-equipped indoor labs and extensive outdoor field-training zones for practicing skills
- Student lunchrooms.
- Tool and merchandise stores.



IDAHO CAMPUS

7600 S Meridian Rd
Meridian, ID 83642

Situated at the base of the Rocky Mountains, Meridian, ID is a rapidly growing metro area in the Northwest.

- Three classrooms and administration space including corporate offices (20,000 sq ft)
- 7,200-sq-ft indoor lab area
- 25-acre field-training area





Visit One of Our Campuses

Join a guided campus tour available during the week. Or come to one of our end-of-term lineman rodeos to catch our students in action before graduation. Check our academic calendar on **lineman.edu** to sign up or call **1-888-546-3967** to find out more.



CALIFORNIA CAMPUS

2009 Challenger Ave
Oroville, CA 95965

Located north of Sacramento in an outdoor paradise surrounded by beautiful lakes, rolling hills, and recreational areas.

- Four classrooms and administration space (10,000 sq ft)
- 14,000-sq-ft indoor lab area
- 18-acre field-training area

CA



FLORIDA CAMPUS

501 Pullman Rd
Edgewater, FL 32132

Near Florida's stunning Central Atlantic Coast, with pristine beaches and coastal life. Also located near Daytona Beach and Orlando.

- Three classrooms and administration space (7,000 sq ft)
- 10,000-sq-ft indoor ELP lab area
- 16-acre field-training area
- 3,000-sq-ft advanced training lab

FL



CA

TEXAS CAMPUS

5110 Dakota Ln
Denton, TX 76207

Just north of Dallas, in a community renowned for its Southern hospitality, BBQ restaurants, and some of the finest horse ranches in America.

- Five classrooms and administration space (7,000 sq ft)
- 10,000-sq-ft indoor ELP lab area
- 14-acre field-training area



EDUCATIONAL EXCELLENCE

Three-Phase Educational Model™

NLC developed its Three-Phase Educational Model™ based on well-researched educational theories. Using this model as the foundation for training in all NLC programs, each academic course, skill competency, and behavior expectation clearly fits into one of the three educational phases: knowledge, skill, or behavior. NLC's Program Delivery department guarantees that curriculum and training are up-to-date and delivered through a positive learning environment in the classroom, lab, and field.



KNOWLEDGE PHASE

The Knowledge phase addresses cognitive, or intellectual, activities. Engaging students at the highest cognitive level occurs in a classroom or lab setting. The development of intellectual skills includes the recall or recognition of specific facts, procedural patterns, and concepts that serve in the development of intellectual abilities and skills.

SKILL PHASE

The Skill phase is the "hands-on" phase of training. This is where students learn and practice the fundamentals of field-based methods. After skills are first demonstrated by training specialists, students practice and build fluency in each competency, which is later timed and rated for proficiency. Often strenuous, the Skill phase offers students the opportunity to condition their physical strengths to meet the demands of their industry.

BEHAVIOR PHASE

While knowledge and skill are important, positive behavior and attitude have been identified by utility and construction company leadership as attributes a potential employee must have. For this reason, the Behavior phase focuses on safety, camaraderie, customer service, and conviction, to help students develop steadfast reputations for being mature, reliable, safe, and civic-minded.

Four-Step Delivery Method

To help students learn, NLC developed the Four-Step Delivery Method. This practical approach to teaching is designed to help students understand why a topic is important and to safely apply learning in field and classroom training. Lessons are structured to combine hands-on practice, repetition, and feedback from master craft educators to ensure students achieve success. The four steps create a framework for students to learn new information—and advance their skills in the classroom.

THREE-PHASE EDUCATIONAL MODEL™



FOUR-STEP DELIVERY METHOD

CLASSROOM



01 INTRODUCE



02 DELIVER



03 GUIDED PRACTICE



04 CLOSE

FIELD



01 INTRODUCE



02 DEMONSTRATE



03 GUIDED PRACTICE



04 CLOSE

OUR CURRICULUM

NLC curriculum has been specially crafted to maximize student learning

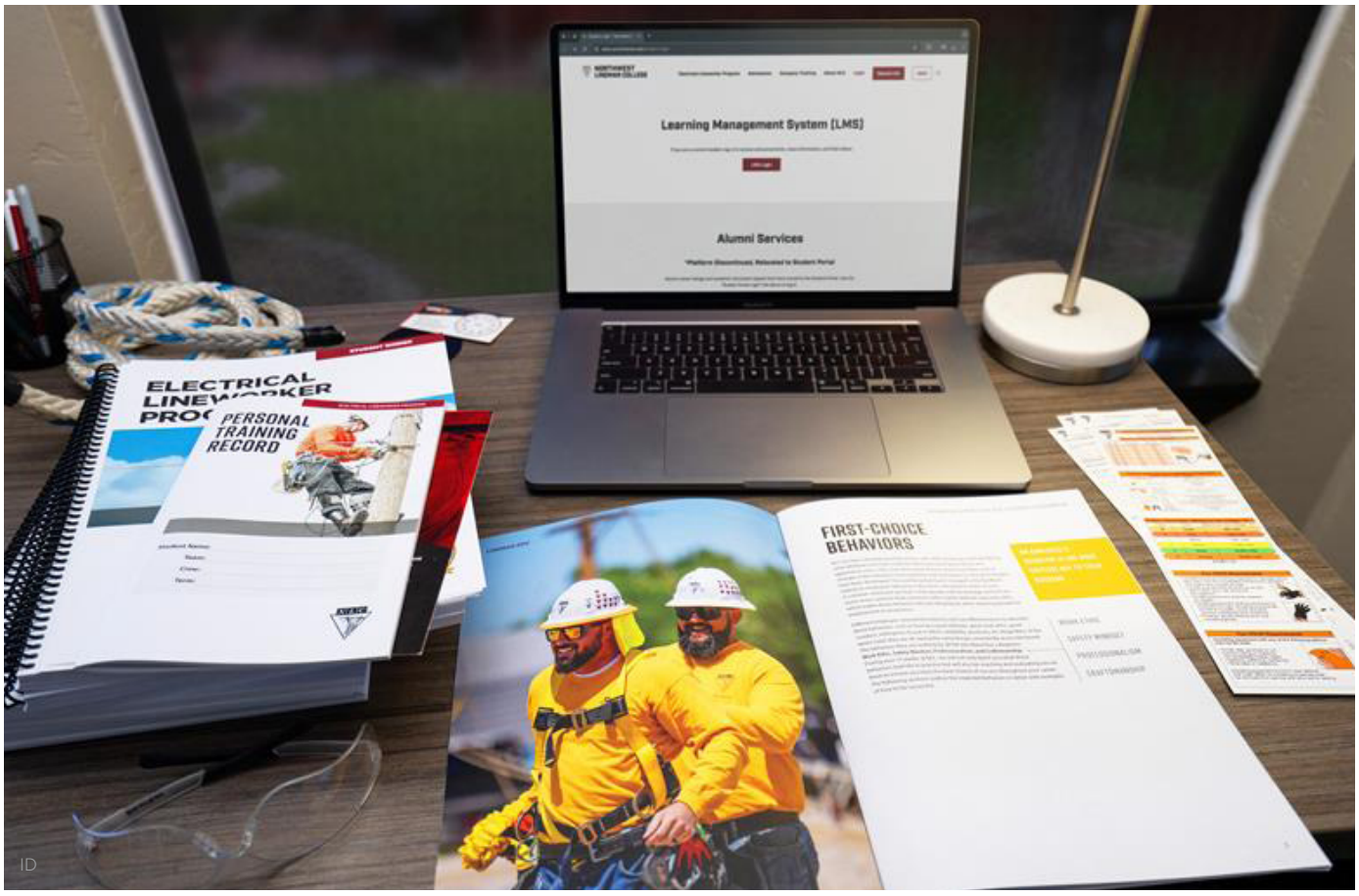
At NLC, every lesson is intentionally designed to make learning clear, engaging, and effective. Our curriculum development team—made up of educators, technical experts, writers, and designers—creates visually rich, easy-to-understand materials that connect classroom theory to hands-on lab and field experience. Students learn by reading, listening, and practicing, ensuring strong comprehension and lasting skill.

NLC continually evaluates and refines its curriculum based on student performance and industry feedback. Used by hundreds of power and construction companies nationwide and even selected by the U.S. Department of Energy to develop smart grid training, NLC's curriculum evolves with the industries it serves—keeping every graduate aligned with the latest standards, technologies, and opportunities.



An example of NLC's curriculum, created by NLC's own development team. It is specially designed to maximize student learning outcomes and is continually updated to include the latest industry standards and best practices.


EXIT
WORK ETHIC
SAFETY MINDSET
PROFESSIONALISM
CRAFTSMANSHIP
ELP
TRANSFORMERS
Anatomy – Week 1
EMERGENCY ACTION PLAN
NLC


Learning Management System (LMS)
Alumni Services
ELECTRICAL LINEWORKER PROG
PERSONAL TRAINING RECORD
FIRST-CHOICE BEHAVIORS

WHAT DO I NEED TO GET INTO NLC?

Electrical Lineworker Program Admission Requirements

- **Be at least 18 years of age by the start date of the term you select.**
- **Have a high school diploma or GED.**
- **Possess a valid driver's license.**
- **Be eligible to obtain a Class A commercial driver's license (CDL).**[1]
- **Be physically and mentally fit to participate.** *(Official medical release questions provided during the application process.)*
- **Provide proof of current medical insurance coverage by the start date of the term you select.** *(Students are required to keep current coverage for the duration of the program).*
- **Not have a felony conviction on your record.**
- **Weigh no more than 270 pounds due to weight restrictions of fall protection equipment.**
- **Be proficient in English.**[2]

Student Device Requirements[3]

LAPTOP OR TABLET

Minimum Recommended Specs:

- Operating System: Windows 10+, macOS 11+, iPadOS 15+, Android 11+
- Screen Size: 10” or larger
- Battery Life: 6+ hours
- Wi-Fi: Required
- Keyboard: Built-in or attachable (especially for tablets)

Suggested:

- 16 gigabytes of memory (RAM)
- PDF reader
- Web camera
- Access to a stable, high-speed internet connection (5-10 mbps, 25 mbps preferred)

When on campus, NLC provides an open guest network for Wi-Fi.



1. DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants) should refer to the CDL Graduation Requirement policies at the back of this catalog for additional information regarding the CDL graduation requirement.
2. NLC requires high-school-level English language proficiency as documented by a standard high school diploma or recognized equivalency certificate, such as the GED.
3. See Electronic Devices and Use of Artificial Intelligence (AI) Tools at NLC policies listed at the back of this catalog.

ADMISSIONS PROCESS

Due to NLC's commitment to maintaining a low student-to-instructor ratio, space is limited. It is recommended that you complete the admissions process as soon as you've decided that our program is a fit for you. The Admissions Portal will guide you through the admissions process, but here are helpful hints to get you started.

1 Apply Online

$100 APPLICATION FEE[1]

This process takes approximately 20 minutes to complete.

2 Submit Required Documents

Submit the following for an admission decision:

- Valid driver's license
- DOT Medical Exam
- Official High School/GED transcript

3 Complete Enrollment

$850 ENROLLMENT DEPOSIT[2]

Upon acceptance into the program, admissions will contact you to arrange payment of the enrollment deposit and to sign the electronic enrollment agreement.



1. Unless an applicant is not accepted, the application fee is nonrefundable, except in certain circumstances for applicants attending NLC—TX. See campus-specific policies for complete refund information.

2. Enrollment deposit is applied toward the training lab and materials fee.

GRADUATION REQUIREMENTS

The following requirements must be met for a student to earn an Electrical Lineworker Program Certificate of Completion.

Academic Achievement
70% or higher in each academic class.

Field Competencies and Certifications
All field competencies and certifications achieved before the start of the last week of class.

Performance and Behavior
Performance level of "Meets Expectations" ("M") or "Exceeds Expectations" ("E") in BEH 1008, and no behaviors marked as “Needs Improvement” ("NI") on final review in BEH 1008.

Class A CDL[1]
Class A commercial driver's license (CDL).

Attendance
No more than five absences.

1. The Class A Commercial Driver's License (CDL) graduation requirement is waived for DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants). Refer to the CDL Graduation Requirement policies at the back of this catalog for additional information. For information on obtaining a CDL, refer to the campus's CDL Graduation Requirement page.



ELP IS A PATHWAY TO COLLEGE CREDITS

Earn 34 credits toward an Associate of Applied Science in Utility Line and Management Technology degree through the Lamar Institute of Technology by completing ELP and one year of verified job experience. This pathway can broaden your career prospects and create opportunities for professional growth and advancement.

- *Courses are available online*
- *Financial aid and scholarships may be available*
- *Complete your associate's degree in half the time*



Keep Going!

Upon completion, transfer your AAS in Utility Line and Management Technology toward a bachelors degree at institutions in the Texas State University System.



Apply Online!

WWW.APPLYTEXAS.ORG

Learn more about the Associate of Applied Science!
LIT's AAS Utility Line and Management Technology

LAMAR INSTITUTE OF TECHNOLOGY

Contact Us!

Dr. Angela Hill
Provost/Vice President for Instruction
LAMAR INSTITUTE OF TECHNOLOGY
ajhill@lit.edu

NLC—TX'S CDL GRADUATION REQUIREMENT

Most utility and construction companies require that their lineworkers possess a Class A commercial driver's license (CDL). For this reason, students are required to obtain their Class A CDL prior to graduation. **Requirements vary from state to state, so check with your local DPS for specifics as early as possible.** Lengthy DPS processes or restrictive state residency requirements can be difficult to navigate. Please refer to the following requirements for obtaining a CDL or commercial learner's permit (CLP) in states where NLC campuses are located.

NLC—TX
Class A CDL Requirement

A valid Class A CDL is required for graduation.[1,2]

NLC, in coordination with Idaho CDL Training, LLC *dba* Impact CDL Training, offers an in-house option to aid students in fulfilling this requirement. To obtain a Class A CDL through NLC's optional course, CDL 1007, the general steps are outlined below:

For more detailed information on the steps below go to **idahocdltraining.com** and click the NLC Students tab.

- Entry-Level Driver Training (ELDT) theory is mandatory to obtain your CDL. It is recommended you complete the online CLP test preparation course to satisfy this requirement. There is a $225* charge to access the online training that is paid directly to cdlonline.com. Follow the directions to sign up for the online CLP test preparation course by going to **idahocdltraining.com** and clicking on the NLC Students tab. (*NLC students receive a discount code at time of enrolling in CDL 1007.)
- Take the required knowledge written tests (TX Commercial Rules, general knowledge, combination vehicles, and air brakes) at your local Department of Motor Vehicles (DMV) to obtain your CLP with air brakes. Fees for the written test and CLP vary by state; please check with your local DPS regarding fees. (These fees are outside of any Idaho CDL Training LLC fees or NLC fees charged.)
- Obtaining your CLP is a prerequisite for CDL 1007. NLC strongly recommends securing your CLP at least 14 days before term start to ensure there aren't any delays in training.
- **Washington or California residents, as well as all other out-of-state students under the age of 21, must obtain a Class C non-commercial license in Texas, then obtain their CLP in Texas**
- **Students have 21 days from the start of their term to obtain their CLP, after which they can train and test.**
  - Required by DPS for any out-of-state student who must get a Texas driver's license and Class A CLP:
    - Birth certificate (no photocopies accepted) or passport
    - Official state-issued driver's license from their current state
    - Proof of residency (2 forms—must show a Texas address to qualify to show proof of residency):
      - Rental agreement
      - Power bill, gas bill, or any utility bill in your name
      - Bank statement
    - Social Security card (original only, copies are not accepted)
    - Meet the self-certification of medical status requirement by completing the Self-Certification Affidavit
    - Present proof of Texas vehicle registration and liability insurance on all vehicles registered in your name
- Successfully complete and pass the mandatory drug screening facilitated by Idaho CDL Training, LLC *dba* Impact CDL Training before training begins.
- Complete the recommended hours of instructor-led training. (See NLC—TX's CDL Course Description page for a breakdown of hours.
- Successfully complete a CDL skills test. Skills tests are not included in the total cost of CDL 1007. If students choose to take their skills test through Idaho CDL Training, LLC *dba* Impact CDL Training additional charges for a CDL truck rental and testing fee apply. Additional charges are paid directly to Idaho CDL Training, LLC *dba* Impact CDL Training.
- The DOT medical card is recommended but not required for graduation.

1. If you do not already possess a valid Class A CDL, NLC's optional course, CDL 1007, is the recommended route. However, students can obtain a Class A CDL that meets graduation requirements any way they prefer. Please contact your local DMV/DPS for details on how to obtain a Class A CDL in your residence state as applicable. ***If you are 21 or over, most states will let you complete your CDL skills test in Texas except for a few (such as WA and CA).*** *This is due to the training program not meeting the hour requirements in those states. Students from states that will not let you take the CDL skills test in Texas with your home state CLP will either need to obtain the CDL in your home state or get a Texas driver's license and Texas CLP to be able to take the optional CDL course CDL 1007. Visit* ***idahocdltraining.com*** *for more information.*

2. DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants) should refer to the CDL Graduation Requirement policies at the back of this catalog for additional information regarding the CDL graduation requirement.

NLC—FL'S CDL GRADUATION REQUIREMENT

Most utility and construction companies require that their lineworkers possess a Class A commercial driver's license (CDL). For this reason, students are required to obtain their Class A CDL prior to graduation. **Requirements vary from state to state, so check with your local DMV for specifics as early as possible.** Lengthy DMV processes or restrictive state residency requirements can be difficult to navigate. Please refer to the following requirements for obtaining a CDL or commercial learner's permit (CLP) in states where NLC campuses are located.

NLC—FL
Class A CDL Requirement

A valid Class A CDL is required for graduation.[1,2]

NLC, in coordination with SAGE Truck Driving Schools, offers an in-house option to aid students in fulfilling this requirement. To obtain a Class A CDL through NLC's optional course, CDL 1008, the general steps are outlined below:

For more detailed information on the steps below go to **sageschools.com**.

- Obtaining your CLP is a prerequisite for CDL 1008. NLC strongly recommends securing your CLP at least 15 days before the term starts to ensure there aren't any delays in training.
  - o Recommended: complete the free online CLP test preparation course at **www.prodriveru.com.**
- **Students have 21 days from the start of term to obtain their CLP, after which they can train and test.**
- **If you are an out-of-state student or under 21, you will need to obtain a Class E license in the state of Florida to obtain your CLP.**
  - o See the FL Highway Safety and Motor Vehicles (FLHSMV) website, for the requirements to obtain a Class E license and CLP through the state of Florida
- Take the required knowledge written tests (general knowledge, combination vehicles, and air brakes) at your local Florida Department of Highway Safety and Motor Vehicles (FLHSMV) to obtain your CLP with air brakes. Fees for the written test and CLP vary by state; please check with your local FLHSMV regarding fees. (These fees are outside of any SAGE fees or NLC fees charged.)
- Complete the online Entry-Level Driver Training (ELDT) theory prior to the start of behind-the-wheel training. Link to be provided by SAGE. The state CDL exam cannot be administered unless the ELDT theory is completed.
- Complete the recommended hours of instructor-led training. (See NLC—FL's CDL Course Description page for a breakdown of hours.)
- Successfully complete the CDL test administered by SAGE.

1. If you do not already possess a valid Class A CDL, NLC's optional course, CDL 1008, is the recommended route. However, students can obtain a Class A CDL that meets graduation requirements any way they prefer. Please contact your local DMV for details on how to obtain a Class A CDL in your residence state as applicable. ***If you are 21 or over, most states will let you complete your CDL skills test in Florida.*** *Students from states that will not let you take the CDL skills test in Florida with your home state CLP will either need to obtain the CDL in your home state or get a Florida driver's license and Florida CLP to be able to take the optional CDL course; CDL 1008. Visit* ***sagetrucking.com*** *for more information.*

2. DACA recipients, international or U.S. Territory students, and intern students (including DoD SkillBridge participants) should refer to the CDL Graduation Requirement policies at the back of this catalog for additional information regarding the CDL graduation requirement.

OPTIONAL COURSE ["SEMINAR"] DESCRIPTIONS

These courses are recommended and are not considered part of the ELP curriculum and are not required for graduation.

Highly valued in certain facets of the power-delivery industry, these courses are for students who desire a focused experience in specific disciplines. Because not all utility and line-construction companies require that their workforce obtain these certifications, they are offered as optional courses. Classes may be scheduled after hours and on weekends, so students interested in enrolling should remain flexible. Every effort is made to accommodate all who wish to enroll; however, enrollment is limited.



CRA 1005
Crane Operator Certification Training

In the power delivery industry, large-line construction companies use cranes to install towers, substation equipment, and large wood-pole structures. For this reason, many construction companies place a high value on crane certification when recruiting. This course will provide classroom lecture, hands-on training, and skill-building exercises on the essential knowledge and practical skills necessary to successfully pass all exams required to receive a nationally recognized certification provided by NCCCO.

Testing for the five required exams to receive NCCCO certification are built into this course, three written and two practical. Upon notification of a passing score for all five exams, the student will receive the NCCCO nationally recognized certification to operate all swing-cab and fixed-cab telescopic boom cranes (valid for five years).

The total cost for this course includes a testing fee[1] paid to the certification agency* and all required course materials. If a student fails any exams, retest fees will apply.[2]

COURSE DETAILS

- Six 10-hour days, delivered over two weekends (Friday, Saturday & Sunday)
- 60 total contact hours: 24 classroom hours, 36 field hours

TUITION: $2,215 *(term 2&3)*/$2,260 *(term 1)*
NCCCO TESTING FEE[1]: $300
TOTAL: $2,515** *(term 2&3)*/$2,560 *(term 1)*
TRAINING HOURS: 60

See campus-specific policies for refund information.

**Certification provided by NCCCO.*

1. The testing fee is paid by Lift Tech on behalf of the student to NCCCO in advance of the course start for their written exams.

- *Prior to payment to NCCCO, the fee is refundable.*
- *The fee becomes nonrefundable by NCCCO within 7 business days of the scheduled test date.*
- *Prior to 7 business days of the scheduled test dates, but after payment to NCCCO, 90% of the fee may be refunded if a valid reason is provided and accepted by NCCCO or students can elect NCCCO to retain the fee for up to one year to go towards a rescheduled exam.*
- *If a student misses their scheduled written exams, an additional testing fee will be charged to reschedule, regardless of whether the fee was refunded or not.*

2. Retest exams are scheduled through Lift Tech.

MAT 1012 (NLC—FL/TX)
Applied Mathematics

Applied Mathematics has been specially developed for students to refresh or refine the math skills needed to pass industry-standard entrance exams. This optional course starts out reviewing basic arithmetic and gradually incorporates algebraic material. Though geared toward improving basic math skills, many graduates report that it not only helped them in passing employment entrance exams.

CONTENTS:

- Decimals
- Percentages
- Fractions
- Equations and Inequalities
- Positive Integer Exponents
- Variables
- Algebraic Expressions
- Word Problems

NLC – FL/TX

MODALITY: ONLINE
TUITION: $225
ONLINE COURSEWARE FEE[3]: $25
TOTAL: $250
HOURS OF INSTRUCTION: 16

See campus-specific policies for refund information.

3. Total cost includes a $25 fee for online courseware that is nonrefundable after the first five scheduled class days of the ELP.

CDL OPTIONAL COURSE ["ELECTIVE"] DESCRIPTIONS

Utility employers across the nation are increasingly requiring that new employees come to them with a valid Class A commercial driver's license (CDL). It is NLC's objective to create the most highly employable graduates possible, and offering in-house Class A CDL training as an optional course is another way to accomplish this goal.

TEXAS

A valid Class A CDL is required for graduation. This optional course, CDL 1007, is NLC's recommended option to aid students in seamlessly completing this graduation requirement.

CDL 1007
Class A CDL Training Course - TX

This course was designed in coordination with Idaho CDL Training, LLC *dba* Impact CDL Training to deliver NLC students a customized training program patterned after the Federal Motor Carrier Safety Administration's proposed minimum standards for training tractor- trailer drivers. Included in the course is training on the essential knowledge and practical skills necessary to successfully pass the CDL skills test through the applicable licensing agency, including behind-the-wheel driving time.

Training will be delivered by Idaho CDL Training, LLC *dba* Impact CDL Training in coordination with NLC. A total of 12 hours of instruction will be provided during the term. Course hours may take place any day of the week, including after hours and on the weekends to accommodate all trainees. Up to 14 hours of additional prep time will be offered as needed to demonstrate proficiency.

TUITION: $3,155 *(term 2&3)*/$3,235 *(term 1)*
DRUG TESTING FEE: $75
TOTAL[1]: $3,230 *(term 2&3)*/$3,310 *(term 1)*
TRAINING HOURS[2]: 12

Prerequisite

Students must obtain a commercial learner's permit (CLP) as a prerequisite for this course.

The CLP must be for the same state as the student's driver's license and must be obtained before a student can start training. NLC strongly recommends securing your CLP at least 14 days before term start to ensure there aren't any delays in training.

Idaho CDL Training, LLC *dba* Impact CDL Training can test for out-of state permits for students 21 years of age and older, except for Washington and California residents due to state requirements. Out-of-state students under 21 and WA and CA residents must do the following if they want to train and test in this course: obtain a "Class C" noncommercial license in Texas, then obtain their CLP in Texas.

Students will have 21 days from the start of their ELP term to obtain their CLP.

Idaho CDL Training, LLC *dba* Impact CDL Training offers an affordable online course option to help you meet this prerequisite. This online course also qualifies for the federal theory training that drivers are required to obtain prior to taking the CDL skills test, and is also the study guide for a CLP. A DOT physical exam is recommended but not required; these are provided by a DOT-approved medical provider. Students must successfully pass the Idaho Transportation Department's skills test to receive a Class A CDL.

CDLs will be issued by the student's state of residence licensing agency (the agency that issued the driver's license and CLP).

Students enrolled in CDL 1007 agree to be drug tested in accordance with DOT requirements before and randomly during training and/or testing.

Drug testing

All students enrolled in CDL 1007 will be drug tested; failure of this drug test, including for marijuana (regardless of your state of residence), will result in termination from the school as defined in NLC's *Drug and Alcohol* policy.

Idaho CDL Training, LLC *dba* Impact CDL Training's CLP Preparation Course

Securing a CLP prior to the commencement of training is a prerequisite of CDL 1007. Idaho CDL Training, LLC *dba* Impact CDL Training offers a convenient online option to help students obtain their CLP. Students may register for this preparation course online at cdlonline.com.

ONLINE PREPARATION COURSE COST[3]: $225[4]

2. The course cost does not include the fees collected by your local DMV to take the written knowledge tests required to obtain your CLP or for the skills testing. As a reminder, the student's CLP must be for the same state as the student's driver's license. Idaho CDL Training, LLC dba Impact CDL Training does have a truck available to rent for the skills test.

Students may secure their CLP in any way preferred; this online preparation course is not required, but recommended to help ensure a successful pass of the written knowledge test.

3. CDL Online reserves the right to change the cost of this course as deemed necessary. Prices cannot be raised after a student has paid for the course. Preparation course cost will be paid through cdlonline.com. NLC students receive a discount code at time of enrolling in CDL 1007.

NLC STUDENT HOTLINE

For any questions on state-by-state CLP and CDL requirements or this course, please call:

940-301-0045

See campus-specific policies for refund information.

1.Total cost does not include the optional CDL truck rental and skills test fee, estimated at $550, paid directly to Idaho CDL Training, LLC dba Impact CDL Training, who reserves the right to change this amount, however, this fee cannot be changed after a student has paid for the test.

FLORIDA

A valid Class A CDL is required for graduation. This elective, CDL 1008, is NLC's recommended option to aid students in seamlessly completing this graduation requirement.

CDL 1008
Class A CDL Testing Course - FL

This course was designed in coordination with SAGE Truck Driving Schools to deliver NLC students a customized training program designed to meet the Federal Motor Carrier Safety Administration's (FMCSA) Entry-Level Driver Training (ELDT) rule. Included in the course is theory and skills proficiency training to help prepare students to take the state Class A CDL skills test with an automatic transmission truck. The training includes online resources, vehicle inspection labs, and behind-the-wheel driving time.

To accommodate all trainees, course hours may take place any day of the week, including after hours and on the weekends, and are delivered in 4-hour sessions. Students are expected to attend all training sessions assigned, and absences/no shows may not be rescheduled. SAGE will schedule student's CDL test on-site to occur after training is completed. The training includes 26 hours of scheduled training and testing time in order to meet ELDT standards.

TUITION: $3,060 *(term 2&3)*/$3,135 *(term 1)*
DRUG TESTING FEE: $75
CDL TESTING FEE: $350
TOTAL[1*]: $3,485 *(term 2&3)*/$3,560 *(term 1)*

See campus-specific policies for refund information.

1. Online Prodriver ELDT course is included in the course cost.

2. Subsequent tests are $175 each, paid directly to SAGE.

Drug Testing

All students enrolled in CDL 1008 will be drug tested at the onset of training, as well as subject to random DOT drug or alcohol screening in accordance with DOT requirements. Failure of this drug test, including for marijuana (regardless of the laws of your state of residence), will result in termination from the CDL program as well as NLC, as defined in the NLC Drug and Alcohol policy.

CDL Licensing

Students must successfully pass the Florida CDL skills test to receive a Class A CDL. CDLs will be issued by the student's state of residence licensing agency (the agency that issued the driver's license and CLP). Students are responsible for confirming that their state of residence (driver licensure) will accept a Florida CDL test result. SAGE is not responsible for state policies regarding the transferability of CDL training or testing results. Out-of-state students over the age of 21 who hold a license and CLP from their home state are able to test in Florida with results electronically transmitted to the home state.

Prerequisite

PERMIT

Students must obtain a commercial learner's permit (CLP) as a prerequisite for this course. The CLP must be for the same state as the student's driver's license and must be obtained within 21 days after the start of the ELP term. NLC strongly recommends securing your CLP from your home state at least 15 days before term start to ensure there aren't any delays in training.

OUT-OF-STATE (NON-FLORIDA) STUDENT PERMIT

Students under the age of 21 must obtain a Class E non-commercial Florida driver's license, and then obtain their CLP in Florida, after which they can train and test as part of this Florida course. Check the state's required documents list so you come prepared with all documentation. Students under the age of 21 will be given 20 business days after the start of their NLC term to obtain a Florida CLP.

DOT MEDICAL EXAM

In order to obtain a CLP, students must pass a DOT physical exam, which can benadministered by a DOT-approved medical provider.

DOT DRUG SCREEN

It is a prerequisite that a student takes and passes a DOT drug screen (urinalysis) prior to beginning training; the drug test will be arranged by SAGE using a designated provider.

Online CDL Resources

ProDriverU.com offers the following online CDL resources:

- SAGE Truck Driving School offers a free, convenient, and self-paced online permit prep course to help students study to obtain a CLP.
- This resource is also used by SAGE to meet the ELDT CDL theory training requirement. ProDriverU is completed on the student's personal study time, and students are strongly encouraged to complete online theory work before behind the wheel driving sessions are scheduled. The state CDL test cannot be administered unless ELDT theory is completed.

PROGRAM TOOLS AND SUPPLIES

Tools listed here are stocked on campus for the Electrical Lineworker Program. NLC training specialists explain the use of each tool and provide a personal fitting for every student.

In addition to tuition and fees, students in the Electrical Lineworker Program are required to purchase the climbing and hand tools listed below. NLC works closely with leading utility and construction companies to identify widely utilized tools in the industry, then works with manufacturers and distributors to secure discounted prices. Though manufacturer and distributor prices fluctuate, every effort is made to ensure NLC students receive the lowest possible prices.



1
Gaff Guards
One pair included with climbers; replacements available



2
Climbers and Pads



3
Tool/Bolt Bag



4
Body Belt



5
Hard Hat and Chin Strap



6
Safety Glasses
ANSI Standard Z-87.1



7
Leather Gloves
Two pair short cuff



8
Tool Holster
Five-Pocket



9
SuperSqueeze™ and BuckAdjuster



10
Lineman Boots
Composite toe



11
Handline Hook



12
Climber Shields



13
Lineman Tool Bag



14
Gaff Sharpening Kit



15
Folding Ruler



16
Tongue & Groove



17
Pliers



18
Hammer
19 oz



19
Lineman's Skinning Knife



20
Adjustable Wrench



21
Lineman's Wrench



22
Box Wrench



23
Plumb Bob



24
Screwdriver
6-inch

CLOTHING

NLC Uniforms
Four safety shirts are included with the required tools. Additional shirts can be purchased exclusively at an NLC campus.

Rain Gear
Though not a requirement, it is recommended that students purchase rain gear, as training will proceed regardless of weather.

CLASSROOM SUPPLIES

The cost of your training manual is included in tuition, and will be provided the first day of class. All other classroom supplies should be purchased prior to the first day of the term.

The following are *recommended*:

Scientific Calculator
(e.g., Texas Instruments 30x)

Notepad

Pens and Highlighters

#2 Pencils

Lunch Box

Backpack

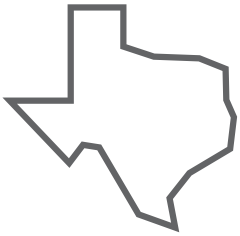
Laptop Computer or Tablet

NLC negotiates with manufacturers to provide high-quality tools to our students at reduced prices compared to retail. The tools pictured are representative of the actual tools that students receive at the time of catalog publication. NLC reserves the right to change tools as necessary to provide the best quality and value to our students.

Students should come to campus with the Microsoft Authenticator app installed on their mobile device.



PROGRAM CALENDAR



NLC—TX

2026 TERM 2

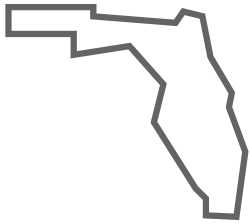
Classes begin.....May 26, 2026
Graduation.....Sep 4, 2026
No classes—campus closed
Independence Day (observed)*.....Jul 3, 2026

2026 TERM 3

Classes begin..... Sep 14, 2026
Graduation.....Jan 8, 2027
No classes—campus closed
Thanksgiving Break*.....Nov 23-27, 2026
Christmas Break*.....Dec 21-25, 2026
New Year's Day*.....Jan 1, 2027

2027 TERM 1

Classes begin..... Jan 25, 2027
Graduation..... May 14, 2027
No classes—campus closed
Company-Wide Training*.....Feb 15-19, 2027



NLC—FL

2026 TERM 2

Classes begin.....May 26, 2026
Graduation.....Sep 4, 2026
No classes—campus closed
Independence Day (observed)*.....Jul 3, 2026

2026 TERM 3

Classes begin..... Sep 14, 2026
Graduation.....Jan 8, 2027
No classes—campus closed
Thanksgiving Break*.....Nov 23-27, 2026
Christmas Break*.....Dec 21-25, 2026
New Year's Day*.....Jan 1, 2027

2027 TERM 1

Classes begin..... Jan 25, 2027
Graduation..... May 14, 2027
No classes—campus closed
Company-Wide Training*.....Feb 15-19, 2027

**Holidays do not count toward training time. Classes falling on holidays are rescheduled; refer to the orientation guide for dates. Although rare, dates are subject to change.*

While rare, If the expected graduation date changes students will be notified by faculty and or staff. Any travel arrangements should be flexible.

PROGRAM COSTS

ELECTRICAL LINEWORKER PROGRAM

	NLC–TX		NLC–FL	
	2026	2027	2026	2027
Tuition and Fees	Term 2 & 3	Term 1	Term 2 & 3	Term 1
Application Fee *paid with application*	$100	$100	$100	$100
Training Lab and Materials Fee *paid during enrollment process*	$850	$850	$850	$850
Tuition *FL,TX: due four weeks prior to term start;*	$19,025	$19,025	$18,375	$18,375
Total Tuition and Fees	**$19,975**	**$19,975**	**$19,325**	**$19,325**
Required Associated Costs[5]				
Climbing and Hand Tools, NLC Safety Shirts *FL,TX: due four weeks prior to term start*	$3,550	$3,550	$3,550	$3,550
Sales Tax on Tools and Shirts	$292.88	$292.88	$230.75	$230.75
Campus-Specific Fees				
Student Tuition Recovery Fund (STRF) Fee[3]	n/a	n/a	n/a	n/a
Total term cost [1,4]	**$23,817.88**	**$23,817.88**	**$23,105.75**	**$23,105.75**

OPTIONAL COURSES ["Seminars"/"Electives"]

ADDITIONAL COST

Advanced Training Courses				
Crane Operator Certification Training	$2,515	$2,560	$2,515	$2,560
Class A CDL Testing Course and Fees *Course cost includes skills test fee*	n/a	n/a	$3,485	$3,560
Class A CDL Training Course and Fees[2] *Course cost **does not** include optional fees*	$3,230	$3,310	n/a	n/a
Refresher Course				
Applied Mathematics	$250	$250	$250	$250
Total term cost with optional courses[1]	**$29,812.88**	**$29,937.88**	**$29,355.75**	**$29,475.75**

- **Students are encouraged to submit all requirements and pay in full as soon as possible to reserve their seat. Seats are not reserved until payment in full is received or alternate funding* is verified by NLC's Student Accounts. (*See Funding pages in this catalog for a list of alternate funding types.)**
- **Enrollment agreements and funding for optional courses must be completed by the end of business of the second day of the term unless an exception is requested and granted by the Campus President.**

1. It is a graduation requirement to obtain a Class A commercial driver's license (CDL). CDL/CLP costs are paid directly to the DMV/DPS. Confirm current pricing with the applicable state DMV/DPS.

2. Total cost does not include the following optional fees (estimated at $550, paid directly to Idaho CDL Training LLC (NLC—ID)/Idaho CDL Training, LLC dba Impact CDL Training (NLC—CA/TX)): NLC—CA - truck rental fee; NLC—ID & TX - skills test and truck rental fee.

3. California state is not assessing the Student Tuition Recovery Fund (STRF) fee as of April 1, 2024. This amount could be increased by the BPPE at any time. Assessments paid to NLC are nonrefundable once student signs the Enrollment Agreement. Optional course fees are subject to the STRF assessment. Optional course's total cost to include the applicable STRF assessment will be clearly listed and included in the total course cost on the optional course's enrollment agreement. See California-Specific Policies at the back of this catalog for more information.

4. The total term cost represents the total charges for the period of attendance and the entire educational program

5. Students receiving veteran education benefits, please refer to the "Consumable Instructional Supplies" policy at the back of this catalog.



GENERAL INFORMATION

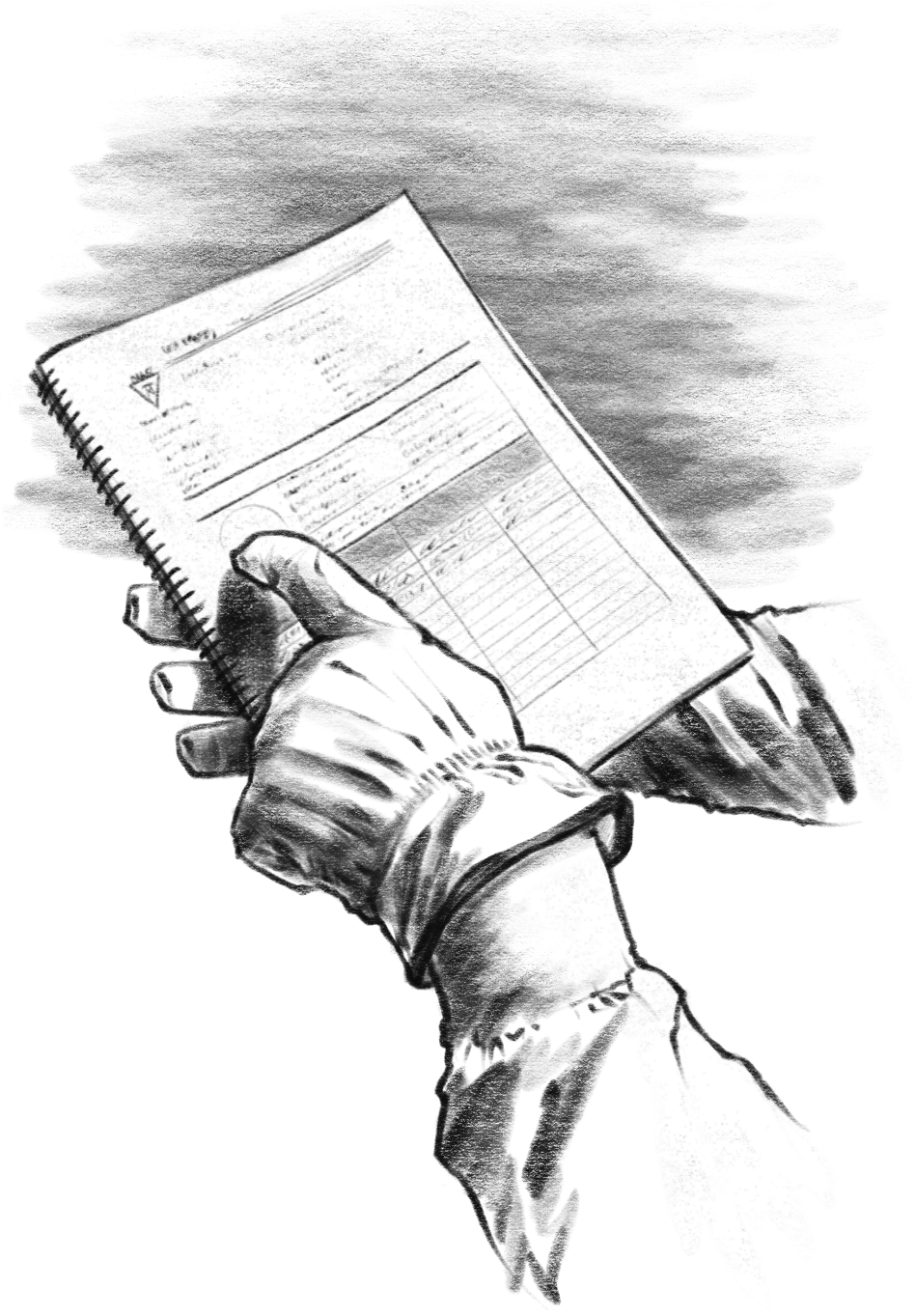
Student Services

Funding

Board and Officers

Contact Information

Instructors



STUDENT SERVICES

Our staff helps students get access to the services that we provide in-house and also helps them find information for local providers for services such as transportation, child care, counseling, and so forth.

Students needing help should consult the information below or complete a student request form, and a member of our staff will provide prompt assistance. Here are some of the student services available:

Enrollment Assistance

NLC's Admissions department is located in Meridian, Idaho. Admissions coordinators specialize in processing student applications and are available to answer questions regarding enrollment. Admissions coordinators can also connect students to our Student Accounts department for financial assistance. Call 888-LINEWORK to connect with a consultant.

Academic and Behavioral Guidance

It is the goal of NLC to set students up for success, and training specialists work daily to provide the guidance needed to do just that. Through daily and weekly behavioral and academic assessments, routine one-on-one evaluations, and academic improvement plans, instructors provide expertise and encouragement.

Student Records

The Office of the Registrar is located in Meridian, Idaho. The registrar is responsible for maintaining student records. To connect with the registrar's office, call 888-LINEWORK.

Student Complaints

Student complaints are resolved by the respective president of each campus. Please see the *Student Grievance Procedure* section of this catalog for further information on complaint procedure. To contact a Campus President, call 888-LINEWORK.

Housing

NLC does not offer on-campus housing. For short-term housing needs, visit **lineman.edu/campuses** or contact NLC's Admissions department at 888-LINEWORK.

Employment Assistance

NLC works diligently to make sure students have everything they need to find gainful employment after graduation. Through initiatives taught in the *Career Planning and Strategies* course, students learn how to write résumés and cover letters, proper interviewing behavior, and effective methods for researching job opportunities— all tailored to hiring practices common in the utility-delivery industry.

Company Visits

It is common for utility and construction company representatives to visit NLC to recruit future graduates.

Alumni Job Portal

Graduates of NLC's career programs can view in their Student Portal job postings from companies throughout the industry.

Alumni Outreach

After graduation, each graduate is contacted by a member of the campus staff to follow up on employment status and job prospects, and to offer assistance with transcripts and NLC-related topics.



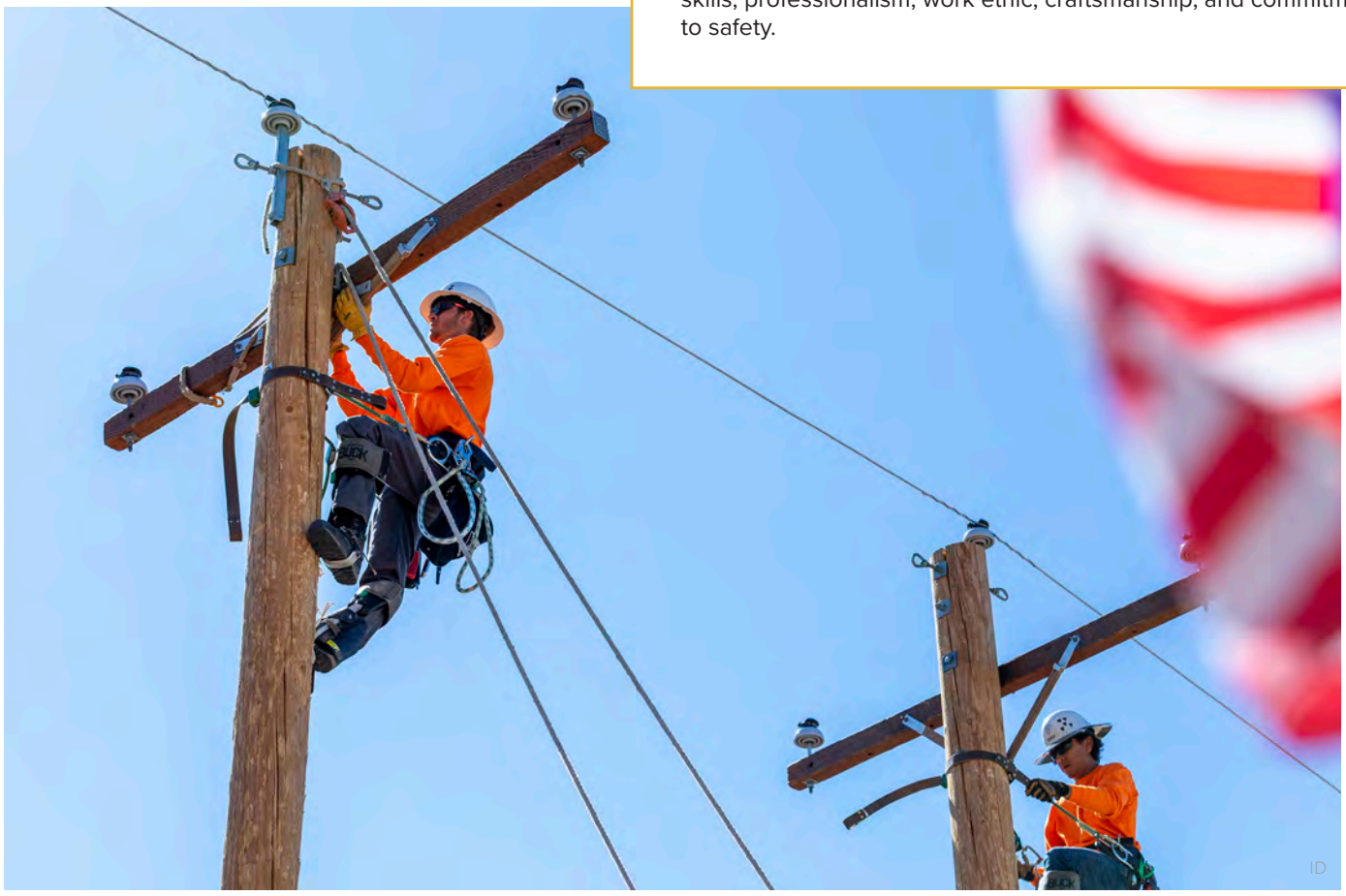




QUANTA

The Nation's Only Pre-Apprentice Recruiting Combine

Demonstrate your skills. Impress employers. Launch your career. Compete for careers during the industry's only performance-based hiring event designed to connect top-tier talent with opportunity through hands-on field events where students demonstrate their skills, professionalism, work ethic, craftsmanship, and commitment to safety.



FUNDING

Not sure how you will pay for your education? You're not alone—most prospective students have the same questions and concerns. It's important to keep in mind that your education is an investment, with the potential of a great return. The following information will give you a few options other students have used to successfully fund their education.

Loans*

When it comes to higher education, there are traditionally two types of loans available: federal and non-federal (private) student loans. In an effort to keep tuition costs as affordable as possible, NLC does not participate, receive, or qualify for federal funding programs—meaning it does not accept any federal loans or student aid (FAFSA). However, private student loans are accepted, which a great number of NLC students have used to pay for their education.

When obtaining a loan to pay for your education at NLC, you are responsible for repaying the full amount of the loan plus any interest agreed upon in your loan contract.

Sallie Mae

A majority of students who have used private student loans have utilized the Sallie Mae Smart Option Student Loan, which covers tuition, associated costs, and living expenses. Representatives at Sallie Mae recommend the following: Use a cosigner when possible, even if you believe you don't need one.

Avoid over-borrowing (borrow the minimum amount needed for tuition, associated costs, and living expenses).

Apply for funding as soon as you enroll in an NLC program.

Learn more at:
lineman.edu/students-home/apply/

Edly Income-Based Loans

- Built to be affordable–lower payments early in your career than with fixed-rate loans
- Monthly payments based on your income—not a fixed amount
- Payments adjust if your earnings change
- 1% interest rate discount with AutoPay enrollment
- No penalty for early repayment
- Fast pre-qualification with no impact to credit score

Edly Income-Based Repayment (IBR) Loans are financed by Transportation Alliance Bank dba TAB Bank which determines qualifications for and terms of credit.

UECU

Northwest LIneman College is proud to partner with UECU to offer students Energy Trade School Loans with competitive rates and flexible repayment options.

- Students are able to finance the full cost of attendance—tuition, fees, room and board.
- Full deferment of payments are available while in school.
- Terms up to seven years.
- There is no origination or application fee.

Learn more at:
https://uecu.org/northwestlineman/

Other Private Loans

Local banks and credit unions sometimes offer loans to those pursuing education, and can be a great resource. That said, it's important to know the following when seeking untraditional private student loans:

- NLC does not receive, participate, or qualify for Title IV Funding (anything requiring a FAFSA application—Pell Grant, Stafford Loan, etc.). As such, NLC does not provide 1098-T tax forms. Pass this info on to your loan officer to help them find the best option for you.
- Not all banks offer student loans, but don't be discouraged—ask them to help you explore all options.
- Private student loans are becoming more and more common, and most can be applied for online. An Internet search using keywords like "private student loans," "non-federal student loans," or "career training loans" may generate useful results.

Scholarships

Though scholarships can take time and commitment to research and obtain, it is often worth the effort. Quite a few students have received assistance for tuition, fees, and associated costs through scholarships. Remember, every little bit helps. There are a surprising number of scholarships available from a huge variety of companies and organizations, often with very few applicants. When searching for scholarships to apply for, consider the following:

High Schools

If you are still in high school, speak with your guidance counselor about scholarship opportunities. It is common for counseling centers to have lists of scholarships and applications on hand.

Community Organizations

Local chapters of organizations such as Rotary Club, Elks Club, American Legion, and many churches offer scholarships.

Employers

The company you or your parents work for may offer scholarships for employees and their families.

Power Companies/Municipalities

Several power and utility companies throughout the U.S. offer community scholarships, some being trade-specific.

Minority Organizations

Several organizations provide scholarships for minority students.

**NOTE: Financial assistance is available only to those who qualify.*

Government Funding

NLC is grateful for the service of our military men and women. We are approved to certify VA education benefits for veterans and their beneficiaries at our campuses in California, Idaho, Texas, and Florida.

GI Bill®[1]

Veterans, service members, and eligible persons can contact their local Veterans Affairs (VA) office or visit gibill.va.gov for more information. To apply for VA Education Benefits or verify remaining eligibility, please visit va.gov/education. NLC's School Certifying Official (SCO) must be able to verify student's VA Education Benefits prior to the term start.

If you are using GI Bill® benefits at NLC, you will need to provide the following documents, if applicable:

- Military transcript (JST or Air University)
- Postsecondary transcripts (from schools attended after high school using VA Education Benefits)

DOD SkillBridge participants will also need to provide a SkillBridge Command Letter signed by your Commanding Officer granting permission for you to participate in a DoD SkillBridge program, confirming you meet all requirements, and supporting your training before separation.

Veteran Readiness and Employment Service

VR&E services, offered by the VA, may help with job training, employment accommodations, resume development, and job-seeking skills for qualifying vets.

For more info visit: **va.gov/careers-employment/vocational-rehabilitation/**.

1. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government website at https://www.va.gov/education/.

State Funding

Many students have been able to use grant funds through their local Department of Labor office to attend NLC for career training. When contacting your local office, inquire about the following programs:

- Workforce Innovation Opportunity Act (WIOA)
- Trade Adjustment Assistance (TAA)
- Worker's Compensation Program
- Vocational Rehabilitation (VocRehab)

NLC is continually looking for new sources to help students find funding to power their education. For the most current information on loans, scholarships, and other available options, please visit: **lineman.edu/electrical-lineworker-program-overview/financial-aid.**

For questions or assistance, call Student Accounts at **888-LINEWORK.**

What's the Difference?

Loans, scholarships, and grants are the three leading methods of funding an education. Learn more about the differences to determine the right combination for you.

Loan

Student loans are borrowed funds which you (or your parents or guardians) are obligated to pay back over a certain agreed-upon period, with interest.

Scholarship

Scholarships are a form of financial aid that do not have to be repaid. Scholarships are granted based on a variety of criteria, including academic merit, athletic involvement, extracurricular activities, essays, ethnicity, and financial need.

Grant

Grants are monetary awards that, like scholarships, do not need to be repaid. Grants are funded by federal and state governments.

BOARD AND OFFICERS

NLC staff are well trained to answer your questions; this and the following page will help you find exactly the right person to contact. You are invited to visit any NLC campus for a tour, meet the friendly staff, and get a glimpse of what campus life is like—call 888-LINEWORK to schedule!



Ownership

QUANTA SERVICES, INC.
NLC TX., LLC
NLC FL., LLC

NLC Officers and Key Staff

MIKE PEPIN
President

BEN BESE
SVP & CFO, Business Operations

MARK GROVES
ID Campus President

PONY KRUEGER
CA Campus President

BRANDON WYLIE
FL Campus President

JAMAAL WOFFORD
TX Campus President

CONTACT INFORMATION

JENNELL HALL
Director, Enrollment Services
jhall@lineman.edu

Admissions

MOLLY BOOMER
Admissions Supervisor

VICTORIA DOZIER
Admissions Supervisor

For information regarding admissions, class schedules, facility tours, housing, funding, or general information, contact the admissions department at **admissions@lineman.edu** or by calling **888-546-3967**.

ANTHONY TROGLIA

BAILEY MARVIN

CHELSEA EDWARDS

GIANNA GARCIA

JACKIE MELESIO

JENNIFER GARIEPY

KARLI CHALOUPKA

KRISTI MATTULAT

MADISON CALHOUN

RUTH ANN VAN ORDEN

SALEEN JONES

SARAH LOWDEN

STEVEN VAZQUEZ

Student Accounts

JESSICA HILD
Assistant Controller
jhild@lineman.edu

If you have funding-related questions, contact Student Accounts at **studentaccounts@lineman.edu.**

If you have veteran's education-related questions, contact the NLC Veterans' Education office at **veterans@lineman.edu** or by calling **833-NLC-VETS**.

JESSICA VAN HYNING

KENDAL JOHNSON

KRISTY FOREMAN

WHITNEY EDWARD

Registrar

ROSE REICH
Registrar
rreich@lineman.edu

For information regarding records and transcripts, contact the Registrar's Office at **registrar@lineman.edu**.

JILL EROLIN

NATHAN WISENBAKER

Northwest Lineman College

IDAHO CAMPUS
7600 S Meridian Rd
Meridian, ID 83642
Phone: 888-LINEWORK
Email: nlc@lineman.edu

Northwest Lineman College

CALIFORNIA CAMPUS
2009 Challenger Ave
Oroville, CA 95965
Phone: 888-LINEWORK
Email: nlc@lineman.edu

Northwest Lineman Center

TEXAS CAMPUS
5110 Dakota Ln
Denton, TX 76207
Phone: 888-LINEWORK
Email: nlc@lineman.edu

Northwest Lineman Center

FLORIDA CAMPUS
501 Pullman Rd
Edgewater, FL 32132
Phone: 888-LINEWORK
Email: nlc@lineman.edu

INSTRUCTORS

Directors, Education

KRISTOFER TANNER
Director, Education, CA
Entered trade: 2012
Joined NLC: 2021

ERIK PELTIER
Training Specialist, FL
Entered trade: 2007
Joined NLC: 2020

VACANT
Director, Education, TX

VACANT
Director, Education, ID

Training Specialists

NLC—CA

ANDREW GREEN
Training Specialist, CA
Entered trade: 2010
Joined NLC: 2016

BEN OSBURN
Training Specialist, CA
Entered trade: 2014
Joined NLC: 2021

COLLIN BIRKHOLZ
Training Specialist, CA
Entered trade: 2012
Joined NLC: 2020

DOUG ELFORD
Training Specialist, CA
Entered trade: 1985
Joined NLC: 2022

IVAN TURNER
Training Specialist, CA
Entered trade: 2006
Joined NLC: 2021

JOSH VILLARREAL
Training Specialist, CA
Entered trade: 2012
Joined NLC: 2023

NICK ESQUIVEL
Training Specialist, CA
Entered trade: 2008
Joined NLC: 2025

RANDY BUCHANAN
Training Specialist, CA
Entered trade: 2013
Joined NLC: 2023

RON HARTMAN
Training Specialist, CA
Entered trade: 2013
Joined NLC: 2025

TOM SCHOONOVER
Training Specialist, CA
Entered trade: 2006
Joined NLC: 2011

TRAVIS LESTER
Training Specialist, CA
Entered trade: 2005
Joined NLC: 2025

NLC—FL

AARON SNYDER
Training Specialist, FL
Entered trade: 2014
Joined NLC: 2025

HANK BRADFORD
Training Specialist, FL
Entered trade: 2001
Joined NLC: 2021

JERRY PROENZA
Training Specialist, FL
Entered trade: 1999
Joined NLC: 2025

RORY GODFREY
Campus EQ Specialist, FL
Entered trade: 2005
Joined NLC: 2021

RUSSELL COBB
Training Specialist, FL
Entered trade: 1995
Joined NLC: 2019

UBALDO AGUILERA
Training Specialist, FL
Entered trade: 2009
Joined NLC: 2022

NLC—ID

ALLAN EDMONDSON
Training Specialist, ID
Entered trade: 2006
Joined NLC: 2019

BILLY JOSEN
Campus EQ Specialist, ID
Entered trade: 2003
Joined NLC: 2020

BRIAN SPRAGUE
Training Specialist, ID
Entered trade: 1985
Joined NLC: 2007

JAMES MATTHEWS
Training Specialist, ID
Entered trade: 2006
Joined NLC: 2020

JED MARTIN
Training Specialist, ID
Entered trade: 2001
Joined NLC: 2019

JOHN HANCE
Training Specialist, ID
Entered trade: 1998
Joined NLC: 2003

KEONI HANCE
Training Specialist, ID
Entered trade: 2008
Joined NLC: 2015

MIKE BARTHOLOMEW
Training Specialist, ID
Entered trade: 2012
Joined NLC: 2018

NOAH MALLARD
Training Specialist, ID
Entered trade: 2007
Joined NLC: 2018

RICHARD SCOTT
Training Specialist, ID
Entered trade: 2010
Joined NLC: 2018

ROY FLOOK
Training Specialist, ID
Entered trade: 2006
Joined NLC: 2016

ZACH STANKO
Training Specialist, ID
Entered trade: 2013
Joined NLC: 2019

NLC—TX

ADAM SMITH
Training Specialist, TX
Entered trade: 2010
Joined NLC: 2018

ANDREW POOL
Training Specialist, TX
Entered trade: 2011
Joined NLC: 2025

BLAKE SCHMIDT
Training Specialist, TX
Entered trade: 2010
Joined NLC: 2020

BRIAN PETERS
Training Specialist, TX
Entered trade: 2007
Joined NLC: 2025

CALEB LENZ
Campus EQ Specialist, TX
Entered trade: 2007
Joined NLC: 2018

CURTIS ESPEDAL
Training Specialist, TX
Entered trade: 2007
Joined NLC: 2021

DUSTIN BERGLUND
Training Specialist, TX
Entered trade: 2014
Joined NLC: 2025

RICKY COLLINS
Training Specialist, TX
Entered trade: 1979
Joined NLC: 2012

RORY DELATORRE
Training Specialist, TX
Entered trade: 2008
Joined NLC: 2019





POLICIES

General Program Policies

CDL Graduation Requirements—International Students

CDL Graduation Requirements—DACA Recipients

CDL Graduation Requirements—U.S. Territory Students

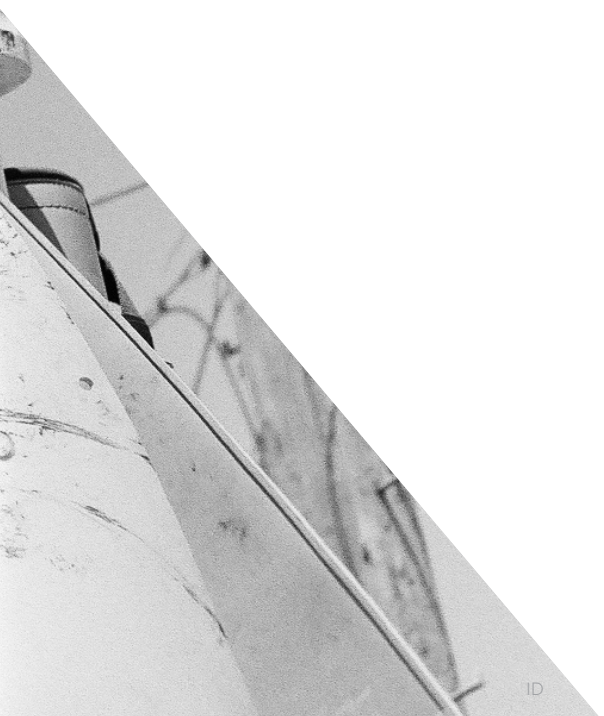
CDL Graduation Requirements—Intern Students

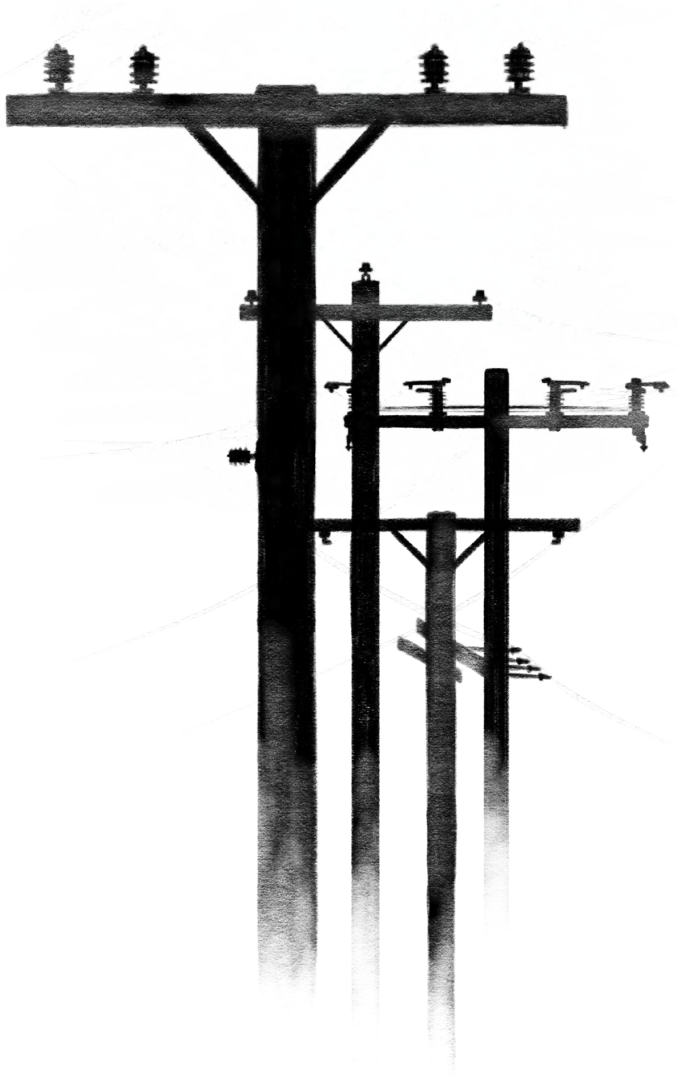
NLC'S VA and Eligible Persons-Specific Policies

Florida-Specific Policies

Texas-Specific Policies

Privacy Statement





POLICIES

General Program Policies

STUDENT CONDUCT

In order to preserve the safety of NLC students, faculty, and staff, and the quality of the NLC student experience as a whole, individual students who do not conduct themselves appropriately, as determined in NLC's sole discretion, may be sent home for the day, placed on probation, or terminated from the program, depending on the nature and severity of the offense.

Examples of conduct that will result in one of the three listed consequences include, but are not limited to:

- Violation of rules or policies listed in the program catalog, curriculum, or program documents.
- Violation of the *Academic Honesty* policy.
- Any behavior on or off campus that brings discredit to NLC, negatively affects student or staff morale, or negatively impacts the quality of training or training environment.
- Use or possession of any illegal substance, on or off campus.
- Use or possession of alcoholic beverages on campus or while logged in to online classrooms.
- Use of tobacco products, including smoking, vaping, and chewing/spitting while in academic classes, including when logged in to online classrooms.
- Being under the influence of any intoxicating substance while on NLC property or while logged into online classrooms (for alcohol, defined as blood alcohol content (BAC) of 0.04 or higher).
- While on or off campus, stealing or deliberately destroying property of NLC, its employees, students, or any other individuals.
- Posting or stating inappropriate, hostile, or harassing language, photographs, videos, or documents (whether directed at self, peers, instructors, or NLC at large).
- While on or off campus, engaging in disrespectful, hostile, or aggressive conduct toward fellow students, faculty, staff, or others. This includes, but is not limited to, verbal abuse (such as yelling, personal insults, or threats), intimidation, or any act of physical aggression (such as pushing, hitting, or throwing objects), or unwanted physical contact.
- Any expression of intent to self-harm or exhibit suicidal ideations.

When a student is sent home for a violation of the *Student Conduct* policy, that absence will count towards the student's total absences and calculated as defined in the *Attendance* policy.

FIT FOR DUTY DETERMINATION

NLC defines being "fit for duty" as an individual who is in a physical, mental, and emotional state that enables the student to perform the essential tasks of his or her field and classroom assignments in a manner which does NOT threaten the safety or health of oneself, fellow students, property, NLC staff and/or the public at large. In order to ensure the safety and health of all individuals on NLC property, NLC reserves the right to evaluate students on a case-by-case basis to determine if they are fit for duty. This evaluation will be conducted by a training specialist and the Director of Education following NLC's Fit for Duty Assessment Checklist. The Director of Education will make the ultimate determination of fit for duty and recommend a course of action to the Campus President. The Campus President will then approve or disapprove the Director of Education's recommendation.

If the student is determined not fit for duty, the student will be sent home for the day after arranging transportation, if applicable. When a student is sent home because it was determined they were not fit for duty, they will be counted absent for that day. That absence will count toward the student's total absences and calculated as defined in the *Attendance* policy.

DRUG AND ALCOHOL

NLC conducts training and prepares its students for careers in industries where drugs and alcohol create unsafe conditions; therefore, NLC is a drug- and alcohol-free educational institution. **All marijuana use is prohibited. (CBD oils, depending on the source, may cause the failure of drug testing due to trace levels of THC.)**

Prescription Drug Notification

Students must notify NLC of any prescription drug they are taking while enrolled at NLC. For students who fail to notify NLC of prescription medication immediately upon enrollment (or upon receipt of a new prescription during the program), or if any reported prescriptions might impair the student's behavior physically or mentally, NLC reserves the right to terminate enrollment. Correspondence or discussion with the prescribing physician may be required.

Drug Or Alcohol Testing

Students may be randomly tested for drugs or alcohol.

Students may be drug or alcohol tested for reasonable cause or suspicion, such as sleeping in class, poor test grades, accidents, odd behavior, and credible reports.

Students will be terminated from the program for refusing a drug or alcohol test. Students who alter, dilute, tamper with, provide a false sample, deliberately delay, or in any way compromise the drug or alcohol testing procedure will be terminated from the program. Students who possess, use, or sell any drugs or alcohol on campus will be terminated from the program.

Results Of A Drug Or Alcohol Test

If drug or alcohol testing occurs on campus and initial test results are available, they are classified as either conclusively negative or non-conclusively positive. Non-conclusive tests are sent to a laboratory for conclusive analysis.

In the event of a non-conclusive positive test result, the student is permitted to attend classes during lab analysis, so long as that student is found to be in compliance with NLC's Drug and Alcohol policy and all prescribed medications have been previously disclosed. In such cases, the student will be limited to activities that do not endanger themself or others until lab results are obtained.

In the event of a non-conclusive test result where a student is found to be out of compliance by having failed to disclose prescribed medication, they will be required to leave campus for the duration of the lab analysis and marked absent for days missed. Upon confirmation of a conclusively negative test result from the lab, immediate reinstatement to full participation occurs. The student will be counted as present for all days attended, including days where they were limited to activities that did not endanger themself or others. If drug or alcohol testing occurs off campus and/or initial test results are not available, all students subjected to random testing are assumed to be negative (drug or alcohol-free) and may fully participate in training until conclusive test results are received.

Upon confirmation of a conclusively positive test result from the lab, immediate termination will occur; the student's last date of attendance will be reported as the date the drug/alcohol test was administered or the first day of the term, whichever is later.

If a student withdraws from the ELP after a drug or alcohol test has been administered but prior to positive results being received, the student will be re-processed as an Institutional Termination.

Re-Enrollment Requirements

Students terminated from their program due to violation of the Drug and Alcohol policy may re-enroll in the program only after completion of a pre-approved drug/alcohol rehabilitation program.If terminated due to positive marijuana drug test results, an 8-hour completion certificate from a pre-approved substance abuse course is required. If terminated for any other positive drug test results, a 32-hour completion certificate is required. Please contact Admissions at NLC@lineman.edu for resources and to gain pre-approval before completing a rehabilitation program.

Students terminated from or who withdrew from their program that expressed an intent to, or acted on, any self-harm suicidal ideations may re-enroll in their program only after they provide proof from a medical professional that clears them to return to school in order to preserve the safety of NLC students, faculty and staff.

ATTENDANCE

The best employees in the world show up early and ready to work. Punctual attendance is required Monday through Thursday, and some Fridays. Absences are not excused for any reason, except that NLC reserves the sole and exclusive right, at its discretion, to approve an excused absence for a student who must be absent to obtain a Class A Commercial Driver's License (CDL) or complete required CDL testing. Students who incur more than five absences (due to an additional tardy or sixth absence) will be terminated from the program. If excessive absences are due to hardship beyond a student's control, the student can request a hardship withdrawal. (See Delayed Completion Due To Hardship Withdrawal for information.)

Tardies

Students 1–14 minutes late for class are recorded as tardy. Students 15 or more minutes late (or leaving 15 or more minutes before class ends) are recorded as absent. Two tardies are recorded as one absence, subject to the *Attendance* policy.

ACADEMIC HONESTY

Honesty and integrity are essential traits of great employees; thus, NLC students are expected to be honest in their academic work. Any academic dishonesty (such as cheating, plagiarism, or collusion in connection with examinations) results in automatic termination.

ELP GRADING SYSTEM

Knowledge Phase

Grade	Range	Grade	Range
A+	100—97	C+	79—77
A	96—93	C	76—73
A-	92—90	C-	72—70
B+	89—87	D+	69—67
B	86—83	D	66—63
B-	82—80	D-	62—60
		F	Below 60

Students must earn a letter grade of "C-" or better ("Pass" for OSHA classes) in each Knowledge phase course to complete the program. The grading system is a straight scale with no rounding; only whole numbers are reported and used to determine a student's final grade in any applicable class.

Skill Phase

Pass or Fail: A "Pass" for a certification is achieved when a student satisfactorily completes required training as determined by an instructor. A "Pass" for a competency is achieved when an instructor observes a student complete competency requirements per the respective standard.

Behavior Phase

Behavior Assessment

Behavior is graded on the following scale:

- Exceeds Expectations (E)
- Meets Expectations (M)
- Needs Improvement (NI)

Students must receive a grade of "E" or "M" on their Behavior Assessment to complete the program.

Behavior Courses

Students must earn a "Pass" in each Behavior phase course to complete the program. A "Pass" is earned when students meet the completion criteria for the course, i.e., attendance, assignment, etc.

GPA

Grade point average (GPA) is calculated based on a 4.0 scale as follows:

Grade	Points	Grade	Points
A+	4.0	C+	2.5
A	4.0	C	2.2
A-	3.7	C-	2.0
B+	3.4	D+	1.7
B	3.1	D	1.4
B-	2.8	D-	1.0

POLICIES (CONT.)

Grade	Points	Grade	Points
		F	0

Pass/Fail courses are not included in a student's GPA.

The ELP GPA* is the average of points from all Knowledge phase courses (except OSHA) and Career Planning and Strategies. If a student re-enrolls or retakes a course under the Course Retake policy, both grades will be reflected on the transcript, however, the retake grade will replace the original grade in the cumulative GPA calculation.

*A grade of "W" or "IT" for a course is not included in the GPA.

ELP GRADING PERIOD DEFINITION AND FREQUENCY

Student progress is recorded at the midterm and final evaluations. Students receive formal progress evaluation reviews by a training specialist. Training specialists may also conduct spot performance assessments at any time.

ELP SATISFACTORY PROGRESS AND PROBATION

To earn a Certificate of Completion, students must successfully complete all courses within each phase of NLC's Three-Phase Educational Model®:

- **Knowledge**—academic training that addresses cognitive or intellectual activities.
- **Skill**—hands-on, competency-based training wherein students must physically demonstrate proficiency.
- **Behavior**—continual exhibition of positive attitude, safe work habits, and team-oriented behaviors that industry employers seek.

Knowledge Probation

Students are placed on Knowledge Probation in a course when their cumulative score in that course falls below 70%. The Director of Education or designee meets with the student to review deficient performance, identify possible causes, and introduce an Academic Improvement Plan (AIP). The Director of Education or designee completes and signs a performance evaluation to document the session, which is then signed by the student. Students who raise their cumulative score in the course above 70% are removed from probation. Students who fail to raise their average above 70% may choose to complete the remainder of the program and retake the failed course(s) during a subsequent term, in accordance with the *Course Retake* policy. Students who fail to raise their GPA above 70% and still choose to complete the remainder of the program will be academically dismissed at the end of the term due to unsatisfactory academic progress and will not receive a Certificate of Completion.

Skills Probation

Students are placed on Skills Probation when they fail to complete a Skill phase course to standards within its scheduled calendar time frame. Students who are unable to physically demonstrate proficiency throughout the Skill phase courses—and are subsequently creating unsafe environments for themselves or others—are at risk of being dismissed from the program. The Director of Education or designee meets with the student to review deficient performance, identify possible causes, and list steps for improvement. The Director of Education or designee completes and signs a performance evaluation to document the session, which is then signed by the student. Students who fail to correct their deficiency where it has been determined an unsafe environment is being created will be considered for institutional termination. The Director of Education or designee will submit a written request to the Campus President for approval of the termination. If it is determined there is a safety risk posed that cannot be remedied, the student will be terminated from the program. Students who remain in the program will stay on probation until the Skill phase course is complete. Students who fail to complete all competencies or certifications within a Skill phase course prior to the end of the term, and do not pose a safety risk, may choose to retake the failed Skill phase course during a subsequent term, in accordance with the *Course Retake* policy. Students who fail to complete all competencies or certifications within the Skill phase course prior to the end of term and still choose to complete the remainder of the program will be academically dismissed at the end of the term due to unsatisfactory academic progress and will not receive a Certificate of Completion.

Behavior Probation

Students who fail to meet behavior standards may be terminated from the program or, at the discretion of the respective Campus President, assigned Behavior Probation. If the student is assigned probation, the Director of Education or designee meets with the student to review deficient behavior, identify possible causes, and list recommended or mandatory steps for improvement. The Director of Education or designee completes and signs a performance evaluation to document the session, which is then signed by the student. The student remains on probation until the deficient behavior has been corrected or mandatory action has been completed. Students who fail to correct their behavior are terminated from the program and are not eligible to take advantage of the *Course Retake* policy, but may be eligible for program re-enrollment under the *Program Re-Enrollment* policy.

ELP COURSE RETAKE

Retake enrollment is subject to seat availability. Students who are academically dismissed for failing one or more Knowledge or Skill phase courses are eligible to retake the failed course(s) during a subsequent term at any NLC campus within 6 months of the student's last date of attendance if the below requirements are met:

- Successfully completed all other graduation requirements including full term attendance and the Class A CDL graduation requirement
- Have failed no more than three knowledge and/or skill courses
- Sign an acknowledgment document outlining retake terms
- Retake committee review and

approval at the receiving campus

Students not eligible for course retake, (but who may be eligible for program re-enrollment) fall into one or more of the following categories:

- Failed four or more knowledge and/or skill courses
- Enrollment was terminated
- Received a grade of "needs improvement" on their behavior assessment.
- Withdrew from the program prior to completion of all program requirements, including full term attendance.
- Failed previous retake course(s)

Any requests for exception to policy must be in writing and submitted to the Campus President at the chosen retake campus for review and approval.

For any questions regarding the retake process, please contact campus operations staff at 888-LINEWORK.

Completion Requirements

To receive full credit for a course retake, students must meet minimum requirements for successful completion as follows:

Knowledge Phase Courses

- Attend all classroom sessions in accordance with all policies.
- Complete all required course assignments.
- Take all required written exams, including the final exam.
- Earn a letter grade of "C-" or better (70%), per the *Grading System* policy.
- Successfully complete all associated lab activities.
- Comply with all Behavior phase expectations and maintain appropriate conduct.

Skill Phase Courses

- Attend all course-related classroom and field sessions in accordance with all policies.
- Earn a grade of "Pass" on all competencies and/or certifications, per the *Grading System* policy.
- Comply with all Behavior phase expectations and maintain appropriate conduct.

Absences

Absences from the original term carry over, and are added to any absences incurred during the retake term. Cumulative absences are subject to the *Attendance* policy.

Curriculum

Curriculum for course retakes corresponds with the retake term, not the unsuccessfully completed term. New books and materials for the course retake will be issued if curriculum has been revised, or if requested by the student.

Course Retake Tuition

A nonrefundable $100 application fee (per term, regardless of number of courses being retaken), plus a charge equaling 5% of the tuition rate in effect during the retake term, is required per course. The application fee and total charge for all retake courses must be paid in full prior to the start date of the first retake course.

Course Retake Tuition Refund

If a student chooses to cancel prior to the start of the first retake course, all retake fees will be refunded minus the $100 application fee.

If a student chooses to withdraw or is terminated during the retake term, the full amount of tuition for each retake course not started by the date of withdrawal or termination will be refunded in full.

ELP MISSED EXAMINATIONS AND MAKE-UP WORK

Students are expected to make every effort to attend regularly scheduled examinations, including finals. Students who will miss an examination due to circumstances beyond their control must, prior to the regularly scheduled exam, coordinate a make-up exam with the course instructor. The make-up exam must be completed within three school days of the regularly scheduled exam date. Because of the additional study time available to students who miss a regularly scheduled exam, make-up versions are generally more challenging and require deeper understanding of course material. All make-up exams must be completed prior to conclusion of the program (graduation day), and all assignments must be turned in by the end of the week prior to the final week to receive credit, unless stated otherwise in the Orientation Guide.

ELP MAXIMUM TIME FRAME

The maximum time a student is expected to complete the program and any retake courses shall not exceed 1.5 times the duration of the program. Students wishing to retake a course must follow the procedures as outlined in the *Course Retake* policy.

ELP INCOMPLETION

Students who do not complete the program as scheduled are designated Delayed Completion Due to Hardship Withdrawal, Withdrawal, Enrollment Termination, or Dismissal.

When a student withdraws from the program, a verbal conversation takes place if the student is still on campus and the official withdrawal paperwork is completed. The withdrawn student receives a copy of all withdrawal paperwork. In the case of course failures and incompletions, students access final grades through the Student Portal. Final grades are published at the end of term for all students. If a student has been struggling academically, they will first be placed on an AIP (Academic Improvement Plan).

Delayed Completion Due To Hardship Withdrawal

Students in this category have incurred a hardship beyond their control that has caused them to involuntarily leave the program. Typical examples of hardship are physical impairment, serious illness, or family tragedy. Students are required to request a hardship withdrawal in writing, submitted to the Campus President. A medical hardship withdrawal request must be accompanied by appropriate medical documentation. If approved, the student must re-enroll in a subsequent term that begins within 180 days of the effective date of the hardship withdrawal. Students may attend a term at a

POLICIES (CONT.)

different campus, providing approval is granted by the campus presidents at both campuses. Students will be required to restart their respective program at the beginning, completing all contact hours, regardless of when the hardship withdrawal occurred during their original term. Incomplete Knowledge, Skill, and Behavior courses, as well as any incomplete optional course/seminar/elective that the student is enrolled in, will be recorded as "W" (withdrawal) on the student's official transcript. Students who have received an approved hardship withdrawal are not obligated to pay the full tuition and fees upon re-enrollment in the program. However, they must repay any tuition and fees that were refunded at the time of withdrawal, along with any applicable increases in tuition or fees that have occurred since their initial enrollment.

Withdrawal

Students who wish to withdraw from the program for any reason should speak to their Operations Coordinator. The Operations Coordinator will schedule a meeting between the student and the Director of Education to discuss. If the student decides to move forward with the withdrawal after the meeting, the Operations Coordinator will fill out the Personal Choice Withdrawal Form on behalf of the student and get signatures from the student and the Director of Education confirming the withdrawal. When a student withdraws, or if a student withdraws without completing the form or notifying the school in writing, the official withdrawal date will be the last date of recorded attendance.[1] Students who withdraw may reapply for a later term if deemed eligible. If accepted, the applicant will be responsible for program costs and fees in effect for the new term in which they enroll. Incomplete Knowledge, Skill, and Behavior courses, as well as any incomplete optional course/seminar/elective that the student is enrolled in, will be recorded as "W" (withdrawal) on the student's official transcript.

1. If a student submits a request to withdraw after a drug/alcohol test was administered but prior to positive results being received, the school will withhold processing the withdrawal request until results are received. If results are negative, a personal choice withdrawal will be processed; if results are positive, an institutional termination will be processed.

Enrollment Termination

Enrollment in the ELP may be terminated if a student:

- Violates *Student Conduct, Attendance*, *Drug and Alcoho*l, or *Academic Honesty* policies.
- Fails to maintain satisfactory behavior as indicated in behavior assessments.
- Fails to meet financial obligations to NLC.
- Fails to comply with the requirements of acceptance, to the extent the same may be continuing obligations, in the ELP.
- Violates conditions stipulated in their enrollment agreement.

A student whose enrollment is terminated will be refunded tuition, if a refund is due, in accordance with the campus-specific *ELP Tuition Refund policy*. If a student is terminated, incomplete Knowledge, Skill, and Behavior courses, as well as any incomplete optional course/seminar/elective that the student is enrolled in, will be recorded as "IT" (institutional termination) on the student's official transcript.

Students who wish to appeal their termination may do so by writing a letter addressed to the Campus President. The letter should address the specific reasons they are appealing, point to any applicable policy and include documentation. The Campus President will schedule a meeting with the student once the appeal letter is received.

Dismissal

Academic Dismissal: Academic dismissal takes place when a student does not achieve by the end of the ELP term a passing grade in one or more Knowledge, Skill, or Behavior courses required for successful completion of the ELP. Students who are academically dismissed for a non-passing grade may reapply for a later term and are eligible to retake failed course(s) during a subsequent term, in accordance with the *Course Retake* policy. If a student is academically dismissed, "Dismissed – Academics" will show as their status on official transcripts.

For students attending 2026 Term 3: NLC will discontinue offering the Smart Grid and Electrical Devices (SGED) course as a core requirement. Accordingly, any SGED course retake must occur during the week following the graduation ceremony, unless alternative arrangements are approved by the Campus President.

Non-academic Dismissal: A non-academic dismissal takes place when a student attending NLC has achieved all graduation requirements except for the Class A commercial driver's license (CDL). Students who are dismissed for the sole reason of not providing campus operations proof of their CDL will be updated to graduate status upon NLC receiving and processing the document. If a student is dismissed for non-academic reasons, "Dismissed" will show as their status on official transcripts.

ELP RE-ENROLLMENT

Students who do not complete the program may apply for re-enrollment in a later term, subject to any and all tuition increases, policy changes, and course requirements. Returning students are required to complete a new enrollment package. Refer to the *Drug and Alcohol* policy if re-enrolling following termination due to a violation thereof.

OPTIONAL COURSE (FL) / OPTIONAL SEMINAR & ELECTIVE (TX) GRADING SYSTEM

Optional courses (FL) / optional seminars & electives (TX) that a student has enrolled in will be listed on the transcript unless the student withdraws from the optional or elective course within the first five scheduled class days of the term they are enrolled in. If a student withdraws from an optional or elective course after the first five scheduled class days of the term but

before the last class date of the optional or elective course, a grade of "W" will be assigned. Students are not permitted to withdraw from an optional or elective course after the last class date of the optional or elective course, except when their last date of attendance is before their assigned optional or elective course end date. Students who do not show up for the first scheduled class session of an optional or elective course will be considered withdrawn from the course.

If a student is withdrawn, terminated, dismissed, or granted a hardship withdrawal from the program they are enrolled in, they will also be removed from the optional or elective courses they are enrolled in, effective as of their last date of attendance of the term unless the student has requested and been granted permission by the Campus President to continue in an optional or elective course beyond their last date of attendance in the program. Grades issued for optional or elective courses where the student is no longer attending the program are listed below by reason for cessation of the term.

Program Cessation Reason	Grade Issued
Withdrawal	W
Hardship Withdrawal	W
Termination	IT

Grades will be assigned to the following courses in accordance with the *ELP Grading System* policy for Skill phase courses.

- **CRA 1005 Crane Operator Certification Training**
- **CDL 1009 Class A CDL Training Course - ID**
- **CDL 1106 Class A CDL Training Course - CA**
- **CDL 1007 Class A CDL Training Course - TX**
- **CDL 1008 Class A CDL Testing Course - FL**
- **MAT 1011/1012/1013 Applied Mathematics**
- **ELS 1106 Smart Grid and Electrical Devices Certification**

Optional or elective courses that have not been completed by term end may be given an incomplete grade, designated by an "I". Students who have been given an "I" will have 7.5 weeks to complete the course (per the following *Optional Training Courses* policy). After this time, the "I" will be updated to a failing grade.

OPTIONAL TRAINING COURSES

As part of NLC's commitment to each student to increase their opportunity for success in launching a long and rewarding career, NLC may, on behalf and for the benefit of students, coordinate the enrollment and scheduling of certain optional training courses provider by providers that are wholly unrelated to NLC, its affiliates, subsidiaries, and its/ their owners, officers, employees, and agents (each an "Optional Training"). Optional Training offered may include Applied Mathematics, Class A CDL Training Course, Class A CDL Testing Course, and Crane Operator Certification Training. Optional Training is available subject to the enrollment agreements for each, and by participating in Optional Training, you acknowledge that the Optional Training involves inherent danger and hazards and that you are participating in Optional Training with full knowledge of the dangers involved, and you confirm that **YOU ASSUME ANY AND ALL RISK OF PERSONAL INJURY OR DEATH OR LOSS OF OR DAMAGE TO PROPERTY OWNED BY YOU** associated with such participation.

Optional course training is only for students who are in good standing[1] with NLC and may take place during or up to 7.5 weeks following the student's ELP term they are enrolled in. Additionally, optional course training at NLC FL may take place up to 7.5 weeks prior to the student's ELP term start. Optional course availability and scheduling are up to the discretion of campus administration within these scheduling parameters. Students enrolled in the current ELP term get priority scheduling.

1. Students who take a personal choice withdrawal or are institutionally terminated or dismissed, are not considered to be in good standing, and therefore cannot continue with any optional course they are registered for unless they request an exception in writing from the Campus President and that request is approved. Please refer to the Optional Course Refund policy for your campus.

APPLICATION TRANSFER

An applicant is defined as an individual who has completed an application, paid the associated application fee, and has not yet attended a class session. Applicants seeking to transfer their application to a different program, term, campus, or any combination thereof, are permitted one (1) transfer request prior to the start date of the term for which they are applying. To initiate a transfer, the applicant (lead) must communicate with the Admissions Department and request that their application be transferred to the desired term and campus. The application fee for this transfer will be waived.

The transfer window closes on the first day of the term start for the most recent term to which the applicant applied. If no transfer request is received by this date, the applicant will remain enrolled in the originally selected term and program. Applicants who complete a transfer will be expected to sign a new enrollment agreement reflecting the updated term and/or campus.

If an applicant requests a transfer due to a circumstance initiated by NLC—such as being placed on a waitlist and not receiving a seat in the intended term—the assigned Admissions Coordinator may initiate a second transfer request, even if the applicant has already used their one allowed transfer. This exception is granted only when the transfer is necessitated by an action or decision made by the institution.

CREDIT OR TRAINING CLOCK HOUR ACCEPTANCE AND TRANSFERABILITY

NLC does not accept credits or training clock hours earned through other institutions, employers, challenge examinations, achievement tests, or prior experiential learning.

NLC is a clock-hour institution. The term "credit", as referenced herein, pertains to training clock hours required to complete the program.

POLICIES (CONT.)

NLC has not entered into an articulation agreement with any other institution. NLC does not accept ability-to-benefit students.

NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT NLC

The transferability of credits you earn at NLC is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the training hours or certificate you earn in the Electrical Lineworker Program is also at the complete discretion of the institution to which you may seek to transfer. If the training hours or certificate that you earn at this institution are not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending NLC to determine if your training hours or certificate will transfer. It is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice.

Granting of credit for work experience or through examination is not accepted.

ELECTRONIC DEVICES

Students are required to bring and use an approved electronic (laptop or tablet) device to access digital textbooks and course materials. Responsible use of devices is expected at all times.

Authorized Use

- Devices may only be used for class-related purposes, including accessing digital textbooks, taking notes, completing assignments, and participating in instructor-directed activities.
- Personal use (social media, messaging, gaming, streaming, etc.) during class hours is prohibited.
- Phones are only authorized for use with explicit permission from the instructor.

Power & Connectivity

- Devices should be fully charged at the start of each academic day. Limited charging options are available, but students are responsible for ensuring their device has adequate battery life.
- Students are expected to download digital textbooks for offline use to avoid issues with connectivity.

Classroom Etiquette

- Devices must be kept in silent mode and used in a manner that does not distract the instructor or fellow students (e.g., no loud key-clicking, notifications, or unrelated browsing).
- Internet access is permitted when directly related to the lesson or activity.

Instructor Authority

- Instructors may redirect or restrict device use if it becomes disruptive or violates this policy.
- A first violation may result in a warning or temporary surrender of the device until the end of the class session.
- Repeated violations may lead to disciplinary actions under such as behavior probation and actions listed on the Student Conduct Policy.

Student Responsibility

Students are solely responsible for the purchase, maintenance, repair, and overall functionality of their personal devices. The institution does not provide repair services, troubleshooting, or technical support for personally owned devices, including but not limited to hardware, operating systems, or installed software.

Institutional IT support is limited to assistance with:

- Connecting to the institution's Wi-Fi network, and
- Accessing institution-provided systems, including the Learning Management System (LMS).

All other technical issues must be resolved by the student through the device manufacturer, vendor, or third-party service provider.

The institution is not liable for any loss, theft, damage, malfunction, or data loss related to personal devices, regardless of cause, including use on campus or connection to institutional systems.

Students must also ensure their device meets the minimum technical requirements for accessing digital textbooks and course software.

USE OF ARTIFICIAL INTELLIGENCE (AI) TOOLS AT NLC

As part of NLC's commitment to innovation, students may have access to AI-powered study tools to reinforce learning, support academic success, and simulate tutoring interactions. These tools are integrated into specific segments to help students prepare for assessments and better understand technical content. Any use of AI must adhere to the policy below.

AI Use Policy

Supplement, Not Substitute: AI is meant to support, not replace, traditional instruction. These tools are designed to reinforce material already taught in class, not to replace lectures, hands-on learning, or instructor feedback. Students are expected to engage with course content directly and use AI as a study companion, not a shortcut.

Behavioral Expectations Apply: All use of AI must reflect NLC's 4-Pillars of Behavior: Work Ethic, Professionalism, Safety Mindset, and Craftsmanship. Misuse of AI, including attempts to game assignments, avoid personal effort, or generate vulgar, offensive, or unprofessional content, will result in disciplinary action per the student conduct and academic honesty policies. AI usage is subject to the same expectations for respect, maturity, and purpose as any other learning tool.

Academic Integrity: Submitting AI-generated work as your own is a violation of NLC's academic honesty policy. AI should only be used as a research resource and study tool, never to complete or generate student assignments.

Respect for Safety and Human Judgment: AI cannot replace critical

thinking, real-world decision-making, or safety training. Students must never rely on AI-generated responses to make decisions related to physical tasks, fieldwork, or emergency procedures. Always follow instructor direction and field protocols.

Device Use Compliance: AI access must comply with NLC's electronic device policy. Use of AI tools during class, yard, or lab sessions is only permitted with instructor approval. Unauthorized use of device, including for AI access, may result in disciplinary action.

SECTION 504/ADA

NLC does not discriminate in admission or access to programs on the basis of age, race, color, sex, disability, sexual orientation, or national origin. If you would like to request reasonable accommodations, please use the process outlined below to contact the respective individual responsible for coordinating compliance with Section 504 of the Rehabilitation Act of 1973 and Title III of the Americans with Disabilities Act of 1990.

Applicants with disabilities, as defined in paragraph 104.3(j) of the regulation under Section 504 of the Rehabilitation Act of 1973, may apply for admittance into the program. NLC will work with the applicant or student to determine whether reasonable accommodations can be effective and/or are available.1 Any qualified individual with a disability requesting an accommodation or auxiliary aid or service should follow this procedure:

Notify Admissions, in writing, of the accommodation needed, date needed, documentation of the nature and extent of the disability including any individualized education plan (IEP), and any need for auxiliary aid. The request should be made at least four weeks in advance of the term start date. NLC will respond within two weeks of receiving a request.

To make a request after the start of a respective term, an enrolled student must make an appointment with the Director of Education to start the formal Request for Reasonable Accommodation process. Accommodations are not retroactive.

1. ADA accommodations do not extend to optional courses. If you have any questions, please contact NLC's Admissions department at 888-LINEWORK.

GENERAL PROVISIONS AND CONDITIONS

NLC may reject an applicant in the event it is unable to verify information provided at the time of application for enrollment. The enrollment agreement does not constitute a contract for training until it has been approved by an official of NLC at its administrative office. A copy of the agreement indicating acceptance by NLC will be emailed to the student upon approval. Upon acceptance of the applicant for enrollment, NLC will present the program of study as outlined in the catalog. NLC reserves the right to modify program curriculum content as deemed necessary for improvement and update. Changes that require prior approval from a state that regulates such changes shall have state approval prior to being implemented.

Upon completion of training, each student is awarded a Certificate of Completion, showing the title of the program and that training was satisfactorily completed.

NLC does not guarantee employment.

Students understand and agree to abide by all rules of conduct and appearance provided both in writing and by direction of instructors or other NLC officials. Excessive absences, failing grades, unsatisfactory conduct or appearance may result in disciplinary action and possible dismissal or suspension.

Students accept full responsibility for tools, vehicles, and personal property on school premises. The school is not responsible for lost, damaged, or stolen property.

Students are required to attend orientation.

NLC may sell and assign its rights hereunder, and the student or other financial sponsors hereby consent to such sale. Any such sale and assignment shall not relieve the student of any obligation hereunder. In the event of sale, stated refund policy of the institution shall remain in effect.

If a student leaves school under any circumstance with a balance due, the outstanding balance must be paid within 45 days of student's last date of attendance. In the event of a default, the student and/ or parents or legal guardian promise to pay any late fees incurred and collection costs, including attorney and/or collection agency fees. The student and/or parents or legal guardian promise to pay any additional sums, including but not limited to court costs or additional sums awarded by the courts. Default is defined as an account that is more than 90 days (three monthly payments) past due (sooner in certain individual circumstances). Returned checks incur a $30 fee.

GRADE APPEAL

NLC will consider appeals to final grades, with justification, only if students have submitted NLC's Grade Appeal Form (obtained from the campus) within ten (10) business days of the applicable final grade being posted.

STUDENT GRIEVANCE PROCEDURE

A student with a grievance relating to classroom matters must first discuss the grievance with the instructor. If the grievance is unrelated to classroom matters and/or is unresolved to the student's satisfaction after speaking to an instructor, the student should fill out a student request form. Assigned NLC staff will respond to the student request form within one business day after submission and escalate the grievance to the appropriate contact based on the specific concern. Meetings will be scheduled between NLC staff and the student, with the typical escalation order being the Director of Education and then the Campus President.

A student shall have the right to complain to their respective state licensing agency at any time during the grievance process. Contact information can be found here:

Commission For Independent Education, Florida Department

POLICIES (CONT.)

of Education
325 W Gaines St, Suite 1414
Tallahassee, FL 32399-0400
888-224-6684
www.fldoe.org/policy/cie/studentconcerns.stml

Texas Workforce Commission
Career Schools and Colleges
Room 226T
101 East 15th Street
Austin, TX 78778-0001
512-936-3100
texasworkforce.org/careerschools

STUDENT RECORDS

Student records shall be retrievable by student name and shall contain all of the following applicable information:

- Written records and transcripts of any formal education or training relevant to student's qualifications for admission.
- Copies of all documents signed by student, including contracts, instruments of indebtedness, and documents relating to financial aid.
- Copies of all tests given to student before admission.
- Records of dates of enrollment and, if applicable, withdrawal, leaves of absence, and graduation.
- Transcripts showing all classes, courses, or other educational services completed or attempted, along with grades/evaluations.
- Copies of documents relating to student financial aid required to be maintained by law or by a loan guarantee agency.
- Documentation showing total amount of money received from or on behalf of the student and date(s) money was received.
- Documentation specifying amount of any refund, including amounts refunded for tuition and equipment, method of calculating refund, date refund was made, check number of refund, and name and address of person or entity to which refund was sent.
- Copies of any official advisory notices or warnings regarding student's progress.
- Complaints received from student, including any correspondence, notes, memoranda, or telephone logs related to complaint.
- Student's attendance records.

Record Retention

NLC maintains student records for each student on the following schedule:

- Transcripts are retained permanently.
- All required student records outlined in this section are retained for five years from student's graduation, withdrawal, or termination date.
- Supporting documentation is retained for one year from conclusion of the term.

ENGLISH AS A SECOND LANGUAGE (ESL) INSTRUCTIONS

- NLC's Idaho campus is the only campus admitting international students at this time.
- NLC does not offer ESL instruction.
- All instruction is conducted, and all ELP materials are provided, solely in English.

OFFICIAL TRANSCRIPTS

Student official and unofficial transcripts may be requested through the Student Portal, a fee may apply.

Student documentation, including transcripts, may be held until accounts are paid in full. *(Not applicable to students attending NLC—CA.)*

INFORMATION COLLECTION AND PROCESSING

We collect and process personal information for our internal purposes.

Contact or Request Submission

When you contact us with a request, we collect personal information from you to evaluate and respond to your request, and we may also use the information to improve our services. For example, we may collect the following personal information from you:

- Personal identifiers, such as your name, email address, and telephone number
- Professional or business-related information, such as your job title and company name
- Message content

Student Applications – Admissions and Financial Assistance

If you apply for our educational programs or financial assistance, we collect the personal information you submit to us so we can use it for evaluating your application, considering and/or facilitating financial assistance opportunities, providing our educational programs, and for administration and business purposes. The information we may collect consists of the following:

- Personal identifiers, such as your name, phone number, address, email address, driver's license number, Social Security number (when necessary), physicians, emergency contact information, and names of individuals that we can release information to
- Other personal details, such as your date of birth
- Professional and business-related information, such as your employer name and contact information
- Educational information, such as your high school and GED transcript information
- Health information, including information recorded on any medical release form you submit to us
- Insurance-related information
- Relevant communications histories
- Protected class information, such as ethnicity, gender, veteran status, certificate of eligibility, and citizenship
- Signature data, when you sign documents electronically or physically
- Any other information that you submit to us or that we receive from a reference, your employer, or any other relevant entity

Student Attendance and Participation In Educational Programs

When you participate in our educational programs, we maintain records associated with your attendance and performance so we can provide the programs, facilitate recruiting, conduct surveys and competitions, and for other educational, administrative, and business purposes. The information we may collect consists of the information described above as well as the following:

- Any student ID that we assign
- Visual information, such as your photograph or images collected in connection with the programs
- Financial information, such as your payment information
- Professional or business-related information, such as your employer name and contact information
- Educational records including program and/or course registration, enrollment and completion information, withdrawal and termination information, grades and competency tracking, certifications
- Other records of your activities on our information systems, as well as any extracurricular activities in connection with a course or program
- Any drug test information, prescriptions, and information collected when you attend our training programs
- Relevant communications with you

Enrollments By Employers

If your employer engages us for training programs, we may collect personal information concerning you as necessary to conduct and maintain a record of the training. In most cases, this consists of your name, phone number and contact information, records of attendance and completion, and any student ID that we may provide. In some cases, safety considerations may require, or your employer may request, that we collect additional, relevant personal details.

Communications

We receive information through your communications with us by email or phone, and we process this information to respond to you and in the normal course of our business operations. For example, we may receive the following personal information from you:

- Personal identifiers, such as your name, email address, and telephone number
- Professional or business-related information, such as your job title and company name
- Message content

INFORMATION SHARING

We may share any of the categories of personal information listed above for our educational and business purposes as described below.

FERPA Directory Information

We may provide directory information to third-party entities, including the general public and employers, as contemplated under the Family Educational Rights and Privacy Act ("FERPA"). This information may include some or all of the following: student name, address, phone number, email address, photograph, enrollment status, dates of attendance, candidacy for certificate, and certificate conferred status and date. To prevent the release of directory information, a student must complete and submit to the Registrar's Office a Request to Opt Out of Directory form (which may be obtained and, upon completion, submitted by emailing optout@lineman.edu).

Customers or Employers That Engage Us for Training Purposes

When customers engage us to provide training programs for their employees, we share their employees' education-related information with them, such as course completion and certification information.

Affiliates

We share information, including personal information, with our affiliates, and any successors thereto in the normal course of our business operations, such as to communicate with you and to promote and provide our services. In this regard, personal information may be shared with one of our affiliates for use in providing a service to us. Note that NLC is a member of the Quanta Services family of companies, and we may share certain information with Quanta Services affiliates in order to receive administrative, corporate, and other support, and for reporting purposes.

Vendors And Service Providers

We share information, including personal information, with vendors and service providers that process such information to perform services for us in connection with our business operations.

Legal And Similar Disclosures

We may share personal information with law enforcement, the courts, our advisors, attorneys, and others who participate in the legal process, if we believe doing so is required or appropriate to: comply with legal requirements and law enforcement requests (such as a court order or subpoena); comply with legal process (such as discovery); or protect your, our, or others' rights, property, or safety.

Merger, Sale, or Other Asset Transfers

If we are involved in a merger, acquisition, financing due diligence, reorganization, bankruptcy, receivership, sale of company assets, or transition of service to another provider, your personal information may be shared with the other parties and advisors involved under an obligation of confidentiality in connection with the negotiation of such transaction, and your personal information may be sold or transferred as part of such a transaction to the other parties.

DO NOT SELL DISCLOSURE

We do not sell your personal information for money or other consideration.

PRIVACY RIGHTS

Students may have certain rights to inspect and request correction of educational records, and we will comply with requests to exercise such rights as required by law. If you wish to exercise such rights, please contact us by sending an email to

POLICIES (CONT.)

registrar@lineman.edu. In addition, certain jurisdictions have specific legal requirements and grant privacy rights with respect to personal information, and we will comply with restrictions and any requests you submit as required by applicable law. For example, you may have the right to review, correct, and delete personal information we have about you, or to consent or withdraw consent to certain uses or sharing of personal information. If you are a California resident, see our Supplemental California Privacy Notice and Rights section below. If you are not a California resident and you seek to exercise your rights under the law of another jurisdiction, please contact us by sending an email to registrar@lineman.edu.

Please note that, when you make a request, we may require that you provide information and follow procedures so that we can verify your identity (and the applicable jurisdiction). The verification steps we take may differ depending on your jurisdiction and the request. Where possible, we will attempt to match the information that you provide in your request to information we already have on file to verify your identity. If we are able to verify your request, we will process it. If we cannot verify your request, we may ask you for additional information to help us do so.

We will respond to your request within the time period required by applicable law. However, we may not always be able or required to comply with your request, in whole or in part, and we will notify you in that event.

UPDATE YOUR INFORMATION OR POSE A QUESTION OR SUGGESTION

If you have questions about this Privacy Statement, or if you would like to request that we update or correct any information that you have provided to us, please send an email to privacy@lineman.edu.

CHANGES TO THIS PRIVACY STATEMENT

We may update this Privacy Statement from time to time, and the revised version will apply to personal information received after the effective date of the updated Privacy Statement. If we make any material changes, we will make reasonable efforts to provide notice of such changes to our current students and applicants, using the latest contact information we have on file.

SUPPLEMENTAL CALIFORNIA PRIVACY NOTICE AND RIGHTS

This Supplemental California Privacy Notice and Rights section applies only to personal information of consumers who are California residents.

Consistent with the California Consumer Privacy Act ("CCPA"), we will honor a California consumer's request for additional information about our data collection, use, and disclosure practices in connection with the consumer's personal information; request for the specific personal information collected about the consumer during the previous 12 months; and request for the deletion of the personal information we have about the consumer. A California consumer will not be discriminated against for exercising the consumer's California privacy rights.

California consumers may use an authorized agent to make privacy rights requests. We require the authorized agent to provide us with proof of the California consumer's written permission (for example, a power of attorney) that demonstrates authorization to submit a request for the California consumer. An authorized agent must follow the process described below to make a request, and we will also (a) require the authorized agent to verify the agent's own identity and (b) confirm the agent's authority with the California consumer about whom the request was made.

To make a request, you may email us at privacy@lineman.edu or call 888-564-3967. In most cases, you will be required to provide your name and email address so that we can verify your request, and in some cases additional information may be required.

As stated above, we do not sell personal information, and we have not sold personal information since January 1, 2020.

CDL Graduation Requirement—International Students

The CDL graduation requirement is waived for international students who are attending the ELP on a student visa or using an I-20 Certificate of Eligibility. These students are encouraged to obtain the equivalent of a CDL in their home country before or after attending the ELP because it will assist them in securing trade-related employment.

CDL Graduation Requirement—DACA Recipients

DACA recipients enrolled in the ELP are exempt from the CDL graduation requirement, as federal regulations prevent them from obtaining a CDL.

CDL Graduation Requirement—U.S. Territory Students

The Class A Commercial Driver's License (CDL) graduation requirement is waived for students who were living in a U.S. Territory prior to attending the ELP and plan to return to their U.S. Territory to work. These students are encouraged to obtain the equivalent of a CDL in their U.S. Territory before or after attending the ELP, since it will assist them in securing trade-related employment.

To be eligible for this waiver, the

student must provide documentation showing they were residing in a U.S. Territory, such as a U.S. Territory-issued ID card, and must sign a statement confirming their intention to return to their U.S. Territory to work after attending the ELP.

CDL Graduation Requirement—Intern Students

Intern Students, including DoD SkillBridge Participants, enrolled in the ELP are exempt from the CDL

graduation requirement. These students are encouraged to obtain a CDL before or after attending the ELP to assist them in securing trade-related employment.

NLC'S VA and Eligible Persons—Specific Policies

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www. benefits.va.gov/gibill.

Credit for Previous Training

NLC requests transcripts from all prior post-secondary institutions of learning (including military transcripts), evaluates all previous education and training, grants credit in accordance with the Credit or Training Clock Hour Acceptance and Transferability policy, and notifies applicants of their results.

- Military transcripts for Air Force service members are available from Air University at https://www.airuniversity.af.edu/Registrar/Transcript-Requests/.
- Military transcripts for all other service members are available from Joint Services Transcript at https://jst.doded.mil/.

Delayed Payment of VA Education Benefits

Students who are entitled to educational assistance under Chapter 31, 33, or 35 of Title 38, U.S. Code or Chapter 1606 of Title 10, U.S. Code are allowed to attend and participate in a course of education, pending VA payment, so long as they have provided NLC a Certificate of Eligibility or a Statement of Post- 9/11 GI Bill® Benefits by the first day of class and have provided any additional information needed to properly certify the enrollment.

Student Responsibility for Uncovered Costs

Students utilizing VA Education Benefits are responsible for any portion of tuition, tools, fees, and other charges not covered by VA funding. In the event that benefits are exhausted, denied, or otherwise insufficient to satisfy the total balance of the student's account, the student is required to secure an alternative method of payment by the established deadline to maintain enrollment.

Programmatic Satisfactory Progress

Students who are entitled to VA educational assistance under Title 38 U.S. Code § 3676 will have their programmatic conduct and progress evaluated in the following way:

- **Knowledge**—academic training that addresses cognitive or intellectual activities
- **Skill**—hands-on, competency-based training wherein students must physically demonstrate proficiency
- **Behavior**—continual exhibition of positive attitude, safe work habits, and team-oriented behaviors that industry employers seek

Knowledge Probation

Students are placed on Knowledge Probation in a course when their cumulative score in that course falls below 70%. The Director of Education or designee meets with the student to review deficient performance, identify possible causes, and introduce an Academic Improvement Plan (AIP). The Director of Education or designee completes and signs a performance evaluation to document the session, which is then signed by the student. Students who raise their cumulative score in the course above 70% are removed from probation. Students who fail to raise their average above 70% may choose to complete the remainder of the program and retake the failed course(s) during a subsequent term, in accordance with the *Course Retake* policy. Students who fail to raise their GPA above 70% and still choose to complete the remainder of the program will be academically dismissed at the end of the term due to unsatisfactory academic progress and will not receive a Certificate of Completion.

Skills Probation

Students are placed on Skills Probation when they fail to complete a Skill phase course to standards within its scheduled calendar time frame. Students who are unable to physically demonstrate proficiency throughout the Skill phase courses and are subsequently creating unsafe environments for themselves or others are at risk of being dismissed from the program. The Director of Education or designee meets with the student to review deficient performance, identify possible causes, and list steps for improvement. The Director of Education or designee completes and signs a performance evaluation to document the session, which is then signed by the student. Students who fail to correct their deficiency where it has been determined an unsafe environment is being created will be considered for institutional termination. The Director of Education or designee will submit a written request to the Campus President for approval of the termination. If it is determined there is a safety risk posed that cannot be remedied, the student will be terminated from the program. Students who remain in the program will stay on probation until the Skill phase course is complete. Students who fail to complete all competencies or certifications within a Skill phase course prior to the end of the term, and do not pose a safety risk, may choose to retake the failed Skill phase course during a subsequent term, in accordance with the *Course Retake* policy. Students who fail to complete all competencies or certifications within the Skill phase course prior to the end of the term and still choose to complete the remainder of the program will be academically dismissed at the end of the term due to unsatisfactory academic progress and will not receive a Certificate of Completion.

Behavior Probation

Students who fail to meet behavior standards may be terminated from the program or, at the discretion of the respective Campus President, assigned Behavior Probation. If the student is assigned probation, the Director of Education or designee meets with the student to review deficient behavior, identify possible causes, and list recommended or mandatory steps for improvement.

The Director of Education or

POLICIES (CONT.)

designee completes and signs a performance evaluation to document the session, which is then signed by the student. The student remains on probation until the deficient behavior has been corrected or mandatory action has been completed. Students who fail to correct their behavior are terminated from the program and are not eligible to take advantage of the Course Retake policy, but may be eligible for program re-enrollment under the *Program Re-Enrollment* policy.

Refund of Tuition and Fees or Institutional Debt

In the event a veteran or eligible person fails to enter the course, withdraws, or is discontinued from the program prior to completion, a pro rata refund of applicable tuition, fees, and other charges will be issued to the responsible party. This refund is contingent upon NLC's collection and retention of all charges for non-returnable consumable instructional supplies and any associated sales tax. The proration of the refund will be determined by the ratio of completed instructional days or hours to the total instructional days or hours of the program. NLC will process the corresponding refund to the appropriate party upon receipt of the official VA Debt Letter detailing the determined amount.

Consumable Instructional Supplies

To ensure safety and maintain the integrity of its specialized equipment, NLC considers all issued Climbing and Hand Tools and NLC Safety Shirts to be final sales. These items are non-returnable and non-refundable upon issuance. In accordance with Title 38 CFR § 21.4255, these materials are classified as consumable instructional supplies, for which the institution retains all charges. If a student terminates their enrollment at any point after receiving these items, the student or their designated payor is liable for the remaining unpaid proration of the Climbing and Hand Tools and NLC Safety Shirts. Should the U.S. Department of Veterans Affairs (VA) not remit payment for this specific charge, the liability for the outstanding debt becomes the sole responsibility of the student.

VA-Related Grievance Process

Any grievances, at any campus, not resolved by the school may be submitted online by using the GI BILL®[1] School Feedback Tool. The URL for this is at: https://www.va.gov/education/submit-school-feedback/

An additional layer of contact option at the Idaho Campus may be forwarded to the Idaho State Approving Agency (a department of the Idaho Division of Veterans Services), 351 Collins Rd., Boise, Idaho 83702. If additional assistance is needed, contact Veterans Education at (208) 780-1334, or by emailing Education@ veterans.idaho.gov.

1. GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at https://www.benefits.va.gov/gibill.

Florida-Specific Policies

CANCELLATION OF ENROLLMENT

Cancellation Refund (Cancellation Period)

All moneys will be refunded if an applicant is not accepted by the school. Applicants who cancel their enrollment prior to or after signing their enrollment agreement, but prior to the class commencement date, will receive a full refund of all moneys paid less the application fee.

Cancellation Procedure

Notice of cancellation need not take any particular form and, however expressed, is effective if it states that the applicant no longer wishes to be bound by the enrollment agreement. Notice of cancellation may be provided in any of the following ways:

- Delivered by U.S. mail to Northwest Lineman College, Attn: Admissions Department, 7600 S Meridian Rd, Meridian, ID 83642 (effective when postmarked and properly addressed with postage prepaid).
- Hand delivered to 501 Pullman Rd, Edgewater, FL 32132.
- Emailed to nlc@lineman.edu.
- Texted to 844-296-4007.
- Documented by NLC in a phone conversation with the Northwest Lineman College Admissions department, which can be reached at 888-546-3967.

ELP TUITION REFUND

Students who choose to withdraw or are terminated from the ELP will receive a refund of tuition as outlined below, based on their last date of attendance.

- Students whose last date of attendance is within the first five scheduled class days of the term will receive a full refund of moneys paid for tuition and fees less the application fee.
- Students whose last date of attendance is after the first five scheduled class days and within 40% of the class commencement date, will receive a refund of moneys paid for tuition and fees less: application fee, training lab and materials fee, and tuition and fees for educational services rendered. Charges for educational services rendered will be prorated based on that portion of the ELP term completed through the last date of attendance.
- Students whose last date of attendance is after 40% of the ELP term has been completed will receive no refund.
- Training lab and materials fee is nonrefundable after the end of the cancellation period.
- Student tools and NLC safety shirts are nonrefundable after purchase.
- CLP and CDL costs are paid to the DMV and are nonrefundable by NLC.
- Any refund amounts owed to the student shall be refunded within 30 days of the last date of attendance.
- Information regarding any applicable third-party funding agency refund or return of funds policy may be obtained from the respective office where the funds were obtained.
- Refunds of amounts paid via a state funding agency or scholarship will be issued to the respective entity.

- Refunds of amounts paid by a private entity will be issued to the student.
- Refunds of amounts paid by a student's employer directly to NLC will be issued to the respective employer.
- If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.
- If a student is eligible for a loan guaranteed by a governmental agency and the student defaults on the loan: (a) the governmental or the loan guarantee agency can take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan and/or (b) the student may not be eligible for any other government assistance for education at a different school until the loan is repaid. The student should refer to the specific loan documents for all rights and responsibilities of the student and lender.
- If a student receives federal student financial aid funds, the student may be entitled to a refund of moneys not paid by federal financial aid funds.

OPTIONAL COURSE REFUND

Students must provide notice of withdrawal to NLC if they want to take advantage of the *Optional Course Refund* policy. Notice of withdrawal does not need to take any particular form and, however expressed, is effective if a student states clearly and definitively that they want to withdraw from an optional course. Students who wish to withdraw from the course for any reason are encouraged to request to withdraw from the course by filling out a Student Request Form. Students who choose to withdraw or are terminated from the program or optional course will receive a refund of tuition as outlined below, based on their last date of attendance.

- Students whose last date of attendance is within the first five scheduled class days of the term will receive a full refund of moneys paid for the course's tuition and fees less nonrefundable charges.
- Students whose last date of attendance is after the first five scheduled class days of the ELP will fall under the below refund policy:
  - Students who withdraw, are dismissed, or terminated within 40% of their **assigned** optional course delivery dates, will receive a prorated refund of moneys paid for tuition and fees for optional courses less tuition and fees for educational services rendered for **scheduled** optional course delivery dates through the last date of attendance.
  - Students who withdraw after 40% of their scheduled optional course delivery date has been completed will receive no refund.
- To take advantage of this policy, students must start their optional course training hours prior to the conclusion of the ELP term they are enrolled in. Students who withdraw from an optional course after their ELP term ends, regardless of optional course hours attended, will receive no refund.
- If a student is allowed to attend optional course training hours prior to commencement of the ELP term they are enrolled in, this optional course refund policy (based on days of attendance) overrides the cancellation policy. The student will be charged and be responsible for charges for all educational services rendered as part of the optional course.
- CLP and CDL costs are paid to the DMV and are nonrefundable by NLC.
- The NCCCO testing fee for CRA 1005 Crane Operator Certification Training is nonrefundable within 7 business days of the scheduled test date. Prior to this, if testing fee payment has been issued to NCCCO, 90% of the fee *may* be refunded if a valid reason is provided and accepted by NCCCO.
- The drug testing fee for CDL 1008 Class A CDL Testing Course is nonrefundable after the drug test has been administered.
- The skills test fee for CDL 1008 Class A CDL Testing Course is nonrefundable after the first five scheduled class days of the term.
- The total cost for MAT 1010 Applied Mathematics includes a $25 fee for online courseware that is nonrefundable after the first five scheduled class days of the term.
- Any refund amounts owed to the student shall be refunded within 30 days of the last date of attendance.
- Information regarding any applicable third-party funding agency refund or return of funds policy may be obtained from the respective office where the funds were obtained.
- Refunds of amounts paid via state funding agency, or scholarship will be issued to the respective entity.
- Refunds of amounts paid by a private entity will be issued to the student.
- Refunds of amounts paid by a student's employer directly to NLC will be issued to the respective employer.
- If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.
- If a student is eligible for a loan guaranteed by a governmental agency and the student defaults on the loan: (a) the governmental or the loan guarantee agency can take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan and/or (b) the student may not be eligible for any other government assistance for education at a different school until the loan is repaid. The student should refer to the specific loan documents for all rights and responsibilities of the student and lender.
- If a student receives federal student financial aid funds the student may be entitled to a refund of moneys not paid by federal financial aid funds.

CIE STATEMENT

The Florida campus is licensed by the Commission for Independent Education, Florida Department of Education. Additional information may be obtained by contacting the Commission for Independent Education, Department

POLICIES (CONT.)

of Education, 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400, toll free telephone number 888-224-6684.

Texas-Specific Policies

CANCELLATION OF ENROLLMENT

Cancellation Refund (Cancellation Period)

All moneys will be refunded if an applicant is not accepted by the school or if a student cancels within 72 hours (until midnight of the third day excluding Saturdays, Sundays, and legal holidays) after signing their enrollment agreement. Applicants who cancel their enrollment prior to signing their enrollment agreement, but prior to the class commencement date, will receive a full refund of all moneys paid less the application fee. Applicants who cancel their enrollment after the 72-hour cancellation privilege, but prior to the class commencement date, will receive a full refund of all moneys paid less the application fee.

Notice of cancellation need not take any particular form and, however expressed, is effective if it states that the applicant no longer wishes to be bound by the enrollment agreement. Notice of cancellation may be provided in any of the following ways:

- Delivered by U.S. mail to Northwest Lineman College, Attn: Admissions Department, 7600 S Meridian Rd, Meridian, ID 83642 (effective when postmarked and properly addressed with postage prepaid).
- Hand delivered to 5110 Dakota Ln, Denton, TX 76207.
- Emailed to nlc@lineman.edu.
- Texted to 844-296-4007.
- Documented by NLC in a phone conversation with the Northwest Lineman College Admissions department, which can be reached at 888-546-3967.

ELP TUITION REFUND

Refund computations will be based on scheduled course time of class attendance through the last date of attendance. Leaves of absence, suspensions, and school holidays will not be counted as part of the scheduled class attendance.

2. The effective date of termination for refund purposes will be the earliest of the following:
    a. The last date of recorded attendance, if the student does not follow the withdrawal procedure or is terminated by the school; or
    b. The date of receipt of written notice from the student.
3. If tuition and fees are collected in advance of entrance, and if after expiration of the 72-hour cancellation privilege the student does not enter school, not more than $100 in any administrative fees charged shall be retained by the school for the entire residence program, elective course(s) and/or synchronous distance education course.
4. If a student enters a residence program, elective course(s), and/or synchronous distance education program and withdraws or is otherwise terminated after the cancellation period, the school or college may retain not more than $100 in any administrative fees charged for the entire program, including any elective courses the student enrolled in.

5. Students who withdraw or are terminated from the Electrical Lineworker Program (ELP) will receive a refund as follows:

    a. Students whose last date of attendance is within the first five scheduled class days of the ELP will receive a full refund of moneys paid for tuition and fees less nonrefundable charges.
    b. After the first five scheduled class days and prior to 75% program completion, the refund will be the pro rata portion of tuition and fees that the number of hours remaining in the portion of the course or program for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the course or program for which the student has been charged less nonrefundable charges.
    c. A student may not collect a refund if the student has completed 75% or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.

6. Students who remain in the ELP and withdraw from an elective will receive a refund as follows:
    a. Students whose last date of attendance is within the first five scheduled class days of the ELP will receive a full refund of moneys paid for tuition and fees less any nonrefundable charges.
    b. After the first five scheduled class days and prior to 75% completion of the elective, the refund will be the pro rata portion of the elective's tuition that the number of hours remaining in the portion of the elective for which the student has been charged after the effective date of termination bears to the total number of hours in the portion of the elective for which the student has been charged less nonrefundable charges.
    c. A student may not collect a refund if the student has completed 75% or more of the total number of hours in the portion of the program for which the student has been charged on the effective date of termination.
7. Refunds for items of extra expense to the student such as books, tools, or other supplies are to be handled separately from refunds of tuition and other academic fees. The student will not be required to purchase instructional supplies, books, or tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold costs for these types of items from the refund as long as they were necessary for the portion of the program attended and separately

stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.

a. Student tools and NLC safety shirts are nonrefundable after purchase.

b. CLP and CDL costs are paid to the DMV and are nonrefundable by NLC.

c. Any costs paid for required devices are nonrefundable by NLC.

8. Under Texas Education Code, Section 132.061(f), a student who withdraws for a reason unrelated to the student's academic status after the 75% completion mark and requests a grade at the time of withdrawal shall be given a grade of "incomplete" and permitted to re-enroll in the course or program during the 12-month period following the date the student withdrew without payment of additional tuition for that portion of the course or program.

9. A full refund of all tuition and fees is due and refundable in each of the following cases:

a. An enrollee is not accepted by the school.

b. The course of instruction is discontinued by the school, preventing the student from completing the course.

c. The student's enrollment was procured as a result of any misrepresentation in advertising, promotional materials, or by the owner or representatives of the school.

A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

Students Called to Active Military Services

10. A student of the school or college who withdraws from the school or college as a result of the student being called to active duty in a military service of the United States or the Texas National Guard may elect one of the following options for each program in which the student is enrolled:

a. If tuition and fees are collected in advance of the withdrawal, a pro rata refund of any tuition, fees, or other charges paid by the student for the program and a cancellation of any unpaid tuition, fees, or other charges owed by the student for the portion of the program the student does not complete following withdrawal;

b. A grade of incomplete with the designation "withdrawn-military" for the courses in the program, other than courses for which the student has previously received a grade on the student's transcript, and the right to re-enroll in the program, or a substantially equivalent program if that program is no longer available, not later than the first anniversary of the date the student is discharged from active military duty without payment of additional tuition, fees, or other charges for the program other than any previously unpaid balance of the original tuition, fees, and charges for books for the program; or

c. The assignment of an appropriate final grade or credit for the courses in the program, but only if the instructor or instructors of the program determine that the student has:

- Satisfactorily completed at least 90 percent of the required coursework for the program; and
- Demonstrated sufficient mastery of the program material to receive credit for completing the program.

11. The payment of refunds will be totally completed such that the refund instrument has been negotiated or credited into the proper account(s), within 40 days after the effective date of termination.

OPTIONAL COURSE ("SEMINAR") REFUND POLICY

Students must provide notice of withdrawal to NLC if they want to take advantage of the *Optional Course ("Seminar") Refund* policy. Notice of withdrawal does not need to take any particular form and, however expressed, is effective if a student states clearly and definitively that they want to withdraw from a seminar. Students who wish to withdraw from the course for any reason are encouraged to request to withdraw from the course by filling out a Student Request Form. Students who choose to withdraw or are terminated from the program or seminar will receive a refund of tuition as outlined below, based on their last date of attendance.

1. Refund computations will be based on scheduled optional course (seminar) time of class attendance through the last date of attendance. Leave of absence, suspensions, and school holidays will not be counted as the scheduled class attendance.

2. The effective date of termination for refund purposes will be the earliest of the following:

a. The last date of recorded attendance, if the student does not follow the withdrawal procedure or is terminated by the school; or

b. The date of receipt of written notice from the student.

3. If tuition and fees are collected in advance of entrance, and the student does not enter school, the student will receive a full refund of all moneys paid for the optional course.

4. Students who withdraw or are terminated from the Electrical Lineworker Program will receive a refund as follows for any optional course they are enrolled in:

a. Students whose last date of attendance is within the first five scheduled class days of the ELP will receive a full refund of moneys paid for tuition and fees less nonrefundable charges.

b. After the first five scheduled class days and prior to 75% optional course completion, the refund will be the pro rata portion of tuition and fees that the number of hours remaining in the portion of the optional course for which the

POLICIES (CONT.)

students have been charged after the effective date of termination bears to the total number of hours in the portion of the optional course for which the student has been charged.

c. A student may not collect a refund if the student has completed 75% or more of the total number of hours in the optional course for which the student has been charged on the effective date of termination.

d. To take advantage of this policy, students must start their optional course training hours prior to the conclusion of the ELP term they are enrolled in. Students who withdraw from an optional course after their ELP term ends, regardless of optional course hours attended, will receive no refund.

e. If a student is allowed to attend optional course training hours prior to commencement of the ELP term they are enrolled in, this optional course refund policy (based on days of attendance) overrides the cancellation policy. The student will be charged and be responsible for charges for all educational services rendered as part of the optional course.

5. Any refund amounts owed to the student shall be refunded within 60 days of the last date of attendance.

6. CLP and CDL costs are paid to the DMV and are nonrefundable by NLC.

7. Refunds for items of extra expense to the student such as books, tools, or other supplies are to be handled separately from refund of tuition and other academic fees. The student will not be required to purchase instructional supplies, books, or tools until such time as these materials are required. Once these materials are purchased, no refund will be made. For full refunds, the school can withhold cost for these types of items from the refund as long as they were necessary for the portion of the program attended and separately stated in the enrollment agreement. Any such items not required for the portion of the program attended must be included in the refund.

   a. The NCCCO testing fee for CRA 1005 Crane Operator Certification Training is nonrefundable within 7 business days of the scheduled test date. Prior to this, if testing fee payment has been issued to NCCCO, 90% of the fee *may* be refunded if a valid reason is provided and accepted by NCCCO.

   b. The drug testing fee for CDL 1007 Class A CDL Training Course is nonrefundable after the drug test has been administered.

   c. The total cost for MAT 1012 Applied Mathematics includes a $25 fee for online courseware that is nonrefundable after the first five scheduled class days of the term.

8. A full refund of tuition and fees for optional courses enrolled in are due and refundable in each of the following cases:

   a. An enrollee is not accepted by the school.

   b. The course of instruction is discontinued by the school, preventing the student from completing the course.

   c. The student's enrollment was procured as a result of any misrepresentation of advertising, promotional materials, or by the owner or representatives of the school.

9. A full or partial refund may also be due in other circumstances of program deficiencies or violations of requirements for career schools and colleges.

ADDITIONAL REFUND POLICY INFORMATION

1. Any refund amounts owed to the student shall be refunded within 40 days of the last date of attendance.

2. Information regarding any applicable third-party funding agency refund or return of funds policy may be obtained from the respective office where the funds were obtained.

3. Refunds of amounts paid via a state funding agency or scholarship will be issued to the respective entity.

4. Refunds of amounts paid by a private entity will be issued to the student.

5. Refunds of amounts paid by a student's employer directly to NLC will be issued to the respective employer.

6. If a student obtains a loan to pay for an educational program, the student will have the responsibility to repay the full amount of the loan plus interest, less the amount of any refund.

7. If a student is eligible for a loan guaranteed by a governmental agency and the student defaults on the loan: (a) the governmental or the loan guarantee agency can take action against the student, including applying any income tax refund to which the person is entitled to reduce the balance owed on the loan and/or (b) the student may not be eligible for any other government assistance for education at a different school until the loan is repaid. The student should refer to the specific loan documents for all rights and responsibilities of the student and lender.

8. If a student receives federal student financial aid funds, the student may be entitled to a refund of moneys not paid by federal financial aid funds.

In all cases, refunds will meet or exceed the requirements of TEC §§132.061 and 132.0611 and TAC Chapter 807, Subchapter N.

ADDITIONAL TERMINATION POLICY

A student whose enrollment is terminated due to unsatisfactory progress or violation of *Student Conduct* policy may not be readmitted until a minimum of one grading period has passed. A student whose enrollment is terminated for violation of *Attendance* policy may not be readmitted before the start of the next grading period (Title 40, Texas Administrative Code, Section 807-221-224).

NOTICE OF STUDENT COMPLAINT POLICY

Dear Students:

This school has a Certificate of Approval from the Texas Workforce Commission (TWC).

The TWC-assigned school number is: S3713.

The school's programs are approved by TWC.

Students must address their concerns about this school or any of its educational programs by following the grievance process outlined in the school's catalog. Schools are responsible for ensuring and documenting that all students have received a copy of the school's grievance procedures and for describing these procedures in the school's published catalog. If, as a student, you were not provided with this information, please inform school management.

Students dissatisfied with this school's response to their complaint or who are not able to file a complaint with the school, can file a formal complaint with TWC.

Information on filing a complaint with TWC can be found on TWC's website at www.texasworkforce.org/careerschoolstudents.

APPROVED AND REGULATED BY THE TEXAS WORKFORCE COMMISSION, CAREER SCHOOLS AND COLLEGES, AUSTIN, TEXAS.

NLC received its Certificate of Approval to Operate from the Texas Workforce Commission, Career Schools and Colleges Section on July 20, 2010. Unresolved complaints may be referred to the Texas Workforce Commission (TWC):

Texas Workforce Commission
Career Schools and Colleges
Room 226T
101 East 15th Street
Austin, TX 78778-0001
512-936-3100
texasworkforce.org/careerschools

PRIVACY STATEMENT

This Privacy Statement explains how Grid Training, LLC and its subsidiaries doing business as Northwest Lineman College or Northwest Lineman Center ("NLC" or "we") collects, uses, discloses, and secures personal information in the normal course of our educational and related business operations. For details about personal information collected online, please see the Online Privacy Policy posted on our website.

California residents should also see the Supplemental California Privacy Notice and Rights section.

EMERGENCY PREPAREDNESS STATEMENT

NLC's Emergency Preparedness Plan and Information are available at the front desk, or by requesting via the student request form.

All information and policies contained in this catalog are represented to be true and correct to the best of my knowledge at the time of publication. Information that has changed, if any, since the last date of publication will be represented on addenda that accompany this catalog.





NLC

QUANTA EDUCATIONAL INSTITUTION

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ELP CENTER Catalog 9/18/2026 1:49PM

NORTHWEST LINEMAN CENTER
Electrical Lineworker Program - TX/ FL
2026/2027 Catalog, Volume I Addendum I

This document serves as an addendum to the 2026/2027 Volume I Northwest Lineman Center (NLC) Electrical Lineworker Program catalog published on November 13, 2025.

Any policy and/or procedure changes noted in this addendum supersede the applicable sections of the 2026/2027 volume I NLC Electrical Lineworker Program catalog. It should also be noted that any policies and/or procedures outlined herein are in addition to all applicable policies in the 2026/2027 volume I.

2026 Term 2 ELP Overview has been updated to:

Page 25 (NLC—TX Program Courses table)

NLC–TX

PROGRAM COURSES		LECTURE HOURS	LAB HOURS	CLOCK HOURS	PROGRAM WEEK
ORE 1008	Orientation	10	-	10	1
ORE 1009	Essentials for Success	2	5	7	1
SAF 1007	Introduction to The Capacity Model®	4	4	8	1
ELS 1001	Electrical Grid I	30	-	30	2–5, 15
RIG 1006	Rigging	30	2	32	2–5, 15
ELS 1002	Electrical Grid II	23	-	23	6-8, 15
ELS 1005	Working on Lines and Equipment	23	2	25	6–8,15
TRA 1005	Transformers	30	-	30	9–12, 15
CAR 1007	Career Planning and Strategies	23	5	28	9–12, 15
ELS 1006	Smart Grid and Electrical Devices	10	10	20	13–14
BEH 1008	Behavior Assessment	-	2	2	8, 15
CLI 1001	Climbing I Competencies	-	20	20	2–5
EQU 1001	Equipment I Competencies	-	8	8	2–5
DIS 1001	Distribution I Competencies	-	12	12	2–5
URD 1007	Underground I Competencies	-	16	16	2–5
CLI 1002	Climbing II Competencies	-	12	12	6–8
EQU 1002	Equipment II Competencies	-	18	18	6–14
DIS 1102	Distribution II Competencies	-	32	32	6–12
TRS 1005	Transmission I Competencies	-	12	12	6–8
TRS 1106	Transmission II Competencies	-	4	4	9–11, 13–14
GRD 1105	Groundman Competencies	-	32	32	2–8, 13–14
CLI 1003	Climbing III Competencies	-	24	24	9–14
TEL 1107	Overlashing Competencies	-	2	2	13–14
TRA 1005 C	Transformer Competencies		8	8	9–12
LIV 1005	Live-Line Equipment and Maintenance Comp.	-	4	4	2–8, 13–14
DIS 1005	Overhead Secondary Competencies	-	4	4	12
PLD 1005	Material Identification Competencies	-	14	14	4–7, 12[1]
PLD 1006	General Line Construction Competencies	-	19	19	15
OSH 1005	OSHA 10-Hour ET&D	12	-	12	13–14
EQU 1009	Chainsaw Safety and Maintenance Comp.	-	4	4	2–5
FIR 1006	First Aid	-	4	4	1
CPR 1005	CPR	-	4	4	1
	TOTALS:	197	283	480	15 weeks

1. Weeks represent dedicated lab time. Material identification occurs throughout the term as part of related courses.

** Students must successfully complete RIG 1006, EQU 1001, and EQU 1002 to earn this certification. Associated hours are listed with respective course descriptions.*

*** Students must successfully complete CLI 1001, CLI 1002, and CLI 1003 to earn this certification. Associated hours are listed with respective course descriptions.*

Page 26 (NLC—FL Program Courses table)

NLC–FL

PROGRAM COURSES		LECTURE HOURS	LAB HOURS	CLOCK HOURS	PROGRAM WEEK
ORE 1008	Orientation	10	-	10	1
ORE 1009	Essentials for Success	2	5	7	1
SAF 1007	Introduction to The Capacity Model®	4	4	8	1
ELS 1001	Electrical Grid I	30	-	30	2–5, 15
RIG 1006	Rigging	30	2	32	2–5, 15
ELS 1002	Electrical Grid II	23	-	23	6-8, 15
ELS 1005	Working on Lines and Equipment	23	2	25	6–8,15
TRA 1005	Transformers	30	-	30	9–12, 15
CAR 1007	Career Planning and Strategies	23	5	28	9–12, 15
ELS 1006	Smart Grid and Electrical Devices	10	10	20	13–14
BEH 1008	Behavior Assessment	-	2	2	8, 15
CLI 1001	Climbing I Competencies	-	20	20	2–5
EQU 1001	Equipment I Competencies	-	8	8	2–5
DIS 1001	Distribution I Competencies	-	12	12	2–5
URD 1007	Underground I Competencies	-	16	16	2–5
CLI 1002	Climbing II Competencies	-	12	12	6–8
EQU 1002	Equipment II Competencies	-	18	18	6–14
DIS 1102	Distribution II Competencies	-	32	32	6–12
TRS 1005	Transmission I Competencies	-	12	12	6–8
TRS 1106	Transmission II Competencies	-	4	4	9–11, 13–14
GRD 1105	Groundman Competencies	-	32	32	2–8, 13–14
CLI 1003	Climbing III Competencies	-	24	24	9–14
TEL 1107	Overlashing Competencies	-	2	2	13–14
TRA 1005 C	Transformer Competencies		8	8	9–12
LIV 1005	Live-Line Equipment and Maintenance Comp.	-	4	4	2–8, 13–14
DIS 1005	Overhead Secondary Competencies	-	4	4	12
PLD 1005	Material Identification Competencies	-	14	14	4–7, 12[1]
PLD 1006	General Line Construction Competencies	-	19	19	15
OSH 1005	OSHA 10-Hour ET&D	12	-	12	13–14
EQU 1009	Chainsaw Safety and Maintenance Comp.	-	4	4	2–5
FIR 1006	First Aid	-	4	4	1
CPR 1005	CPR	-	4	4	1
	Totals:	197	283	480	15 weeks

1. Weeks represent dedicated lab time. Material identification occurs throughout the term as part of related courses.

** Students must successfully complete RIG 1006, EQU 1001, and EQU 1002 to earn this certification. Associated hours are listed with respective course descriptions.*

*** Students must successfully complete CLI 1001, CLI 1002, and CLI 1003 to earn this certification. Associated hours are listed with respective course descriptions.*

2026 Term 2 Course Descriptions are:

KNOWLEDGE PHASE

ELS 1001 Electrical Grid I
This course encompasses basic electricity and the elements of the electrical grid. Materials cover electrical quantities, Ohm's law, and the roles they play within the various elements of the electric grid. The methods of electrical generation and the components associated with transmission, sub-transmission, and distribution systems are also covered in this course.

RIG 1006 Rigging
This course is designed to teach the student about fall protection and the tensions associated with common rigging used on the job site. The proper application of knots and the effects that knots have on ropes are discussed in detail. In addition, students will learn about the mechanical advantage gained with parted blocks, tensions with snatch blocks, and safety when working around mechanical equipment.

ELS 1002 Electrical Grid II
This course is designed to carry the concepts discussed in Electrical Grid I further. Students will gain a better understanding of how electrical quantities behave in series and parallel circuits and experience a detailed dive into three-phase power.

ELS 1005 Working on Lines and Equipment
This course teaches students about the two main methods of working on lines and equipment, de-energized or energized. Much of the focus is on the de-energized method, including disconnecting sources of energy, lockout/tagout, and protective grounding. This course also provides instruction on the tools and equipment for performing energized work, with some discussions on work methods.

TRA 1005 Transformers
Classroom lectures and NLC's transformer lab focus on installing and operating distribution transformers, including theory and primary and secondary connections of single-phase and three-phase transformer banks. Students learn to identify system voltage, nameplate voltage ratings, and customer voltage needed to properly install transformers or a transformer bank.

OSH 1005 OSHA 10-Hour ET&D
This course is delivered by an authorized OSHA Outreach trainer and follows the OSHA 10 Electrical Transmission and Distribution (ET&D) format. Students will learn about the OSH Act, OSHA's mission, and important regulations for electrical crews. Emphasis is also given to OSHA's Focus Four hazards. Each successful participant will earn an OSHA Electrical Transmission and Distribution 10-hour card.

ELS 1006 Smart Grid and Electrical Devices
Students will receive a broad overview of the smart grid and its protective equipment, plus an in-depth understanding of specific electrical devices such as reclosers, capacitor banks, voltage regulators, and overhead and underground switches.

SKILL PHASE

CLI 1001 Climbing I Competencies
Students learn to use climbing gear and proper techniques for working from wood poles. Ascending, descending, and rotating at lower elevations are central themes.

EQU 1001 Equipment I Competencies
Course activities familiarize students with truck setup, work-site protection, equipment operation, boom operation, and hand signals.

DIS 1001 Distribution I Competencies
Activities familiarize students with materials and tools associated with distribution systems; students use these items to complete common tasks related to distribution system construction.

URD 1007 Underground I Competencies
Tools and materials associated with underground residential distribution systems are covered, focusing mainly on common URD terminations for both primary and secondary systems.

CLI 1002 Climbing II Competencies
Positioning and climbing techniques are refined as students ascend, descend, and rotate at higher elevations, enhancing pole-top work skills.

EQU 1002 Equipment II Competencies
This field course provides advanced instruction on digger-derrick operation—including load lifting, hole excavation (using the auger), and setting poles—with an emphasis on hand signals and safety around suspended loads.

DIS 1102 Distribution II Competencies
Students perform common tasks associated with working on distribution structures, with primary focus on use of materials and tools working from pole-top.

TRS 1005 Transmission I Competencies
Students learn climbing and maneuvering from different work positions on wood pole transmission structures. Various methods of fall protection are introduced.

TRS 1106 Transmission II Competencies
Students apply knowledge and skills learned in the program to perform common maintenance tasks on transmission structures. Necessary rigging skills and proper use of fall protection systems are taught, in addition to

climbing and navigating steel structures.

GRD 1105 Groundman Competencies
Students learn to safely perform various trade-related tasks that prepare them for linecrew support.

CLI 1003 Climbing III Competencies
Climbing and work positioning are further refined in this final segment of climbing instruction, during which students perform work-related tasks at pole-top. Workmanship plays a significant role, paving the way for successful completion of other program certifications.

TEL 1107 Overlashing Competencies
Students will learn and practice the process of overlashing fiber-optic cable.

TRA 1005 C Transformer Competencies
Students perform tasks associated with installing and operating single-phase and three-phase distribution transformers as well as final meter connections and meter set installations.

LIV 1005 Live-Line Equipment and Maintenance Competencies
Students learn how to use and care for common live-line tools and equipment used in the construction, operation, and maintenance of electric transmission and distribution systems. This course does not teach or certify students to conduct live-line work.

DIS 1005 Overhead Secondary Competencies
Students will perform common tasks associated with overhead distribution secondary and services. There will be an enhanced focus on the correct use of materials and tools while working from a wood pole.

PLD 1005 Material Identification Competencies
In this course, students will be able to identify and explain the operation and purpose of various pieces of equipment and tools used in the construction, operation, and maintenance of electric transmission and distribution systems.

PLD 1006 General Line Construction Competencies
This culminating course is designed for the students to apply and refine the knowledge, skills, and behaviors learned during their term in the Electrical Lineworker Program to rebuild the ELP training yard.

FIR 1006 First Aid
Students learn to safely perform as a competent first responder in an environment that requires use of basic first aid.

CPR 1005 CPR
Students learn to safely perform as a competent first responder in an environment that requires use of basic CPR.

CERTIFICATIONS

Chainsaw Safety and Maintenance Certification
Students learn the essentials of chainsaw safety, maintenance, and use. This certificate is earned by passing EQU 1009. Certification provided by NLC.

First Aid Certification
Successful completion of FIR 1006 results in a nationally recognized first aid certification. Certification provided by: NLC—ID—Health Solutions of America; NLC—CA—Coyne; NLC—TX and NLC—FL—Health & Safety Institute (HSI).

CPR Certification
Successful completion of CPR 1005 results in a nationally recognized cardiopulmonary resuscitation (CPR) certification. Certification provided by: NLC—ID—Health Solutions of America; NLC—CA—Coyne; NLC—TX and NLC—FL—Health & Safety Institute (HSI).

Pole-Top Rescue Certification
Students learn to safely perform pole-top rescue activities and must complete the Pole-Top Rescue competency. This certificate is earned in CLI 1003. Certification provided by NLC.

Enclosed-Space Rescue Certification
Hazards associated with working in enclosed spaces are outlined, along with discussion of OSHA requirements for enclosed-space attendants. Students are required to demonstrate proper vault-rescue procedure. This certification is earned in GRD 1105. Certification provided by NLC.

Aerial-Lift Rescue Certification
Students learn to safely perform aerial rescue activities and must complete the Aerial Lift Rescue competency. This certification is earned in EQU 1002. Certification provided by NLC.

Digger Derrick Safety Certification
Students learn the necessary behaviors, knowledge, and skills to safely work on and around digger derricks in utility construction sites. Topics include work-site protection, truck setup, underground facilities, lifting capacities, and sling tensions. This certification is earned in RIG 1006, EQU 1001, and EQU 1002. Certification provided by NLC.

Climbing Certification
This certificate—which is earned in CLI 1001, CLI 1002, and CLI 1003 (in compliance with NLC certification requirements and applicable OSHA regulations)—is reflected on graduate transcripts and certification cards. Certification provided by NLC.

OSHA 10-Hour ET&D
Successful completion of OSH 1005 results in a nationally recognized OSHA Electrical Transmission and Distribution 10-hour card. Certification provided by OSHA.

BEHAVIOR PHASE

ORE 1008 Orientation
In this course, students are introduced to the learning management system (LMS), the grading system and policies, important program dates, and campus rules and expectations. Students will also tour the campus.

ORE 1009 Essentials for Success
This course introduces students to essential information for successfully completing the Electrical Lineworker Program at Northwest Lineman College (NLC). Students will learn how NLC defines success, the objectives of the program, and the methods of grading and completion of program components. The course also provides students with study habits, tips, and information for successfully completing the program.

SAF 1007 Introduction to the Capacity Model®
In this blended learning course, students learn the essentials of workplace safety: the principles and elements of The Capacity Model®, STKY™ Controls for Crews, and job briefings and job hazard analysis. Students will also learn proper methods for using their climbing gear and hand tools.

CAR 1007 Career Planning and Strategies
This course teaches students to identify employers, employment options, and career paths in the industry. The course is designed to simulate the hiring process. It guides students through the development of the materials and skills they need to secure a job: creating cover letters and resumes, establishing contact with potential employers, and developing their interviewing skills.

BEH 1008 Behavior Assessment
Discussion, demonstration, and display of behaviors essential to the success of entry-level lineworkers. Instruction and assessment occur in classroom and field environments. Students learn the levels of general attitude, responsibility, and motivation required of lineworkers, and how to project themselves in a positive, professional manner using verbal and nonverbal skills.