# HVAC DAYTIME
## APPRENTICESHIP TRAINING PROGRAM

### Central Virginia    2025-2026

ABC Virginia (ABC-VA) is an industry leader in construction apprenticeship programs. Companies that invest in employee development through apprenticeship programs attract a quality workforce of loyal and highly skilled employees, while closing the skilled workforce gap.

### ABC-VA APPRENTICESHIP

ABC-Virginia has a long history of providing high quality, student-centered learning with an emphasis on hands-on training. Our goal is to give individuals the opportunity to learn a trade, become skilled crafts professionals, earn a good living, and build Virginia.

Through our educational affiliate, National Center for Construction Education and Research (NCCER), we use Contren, a competency-based, task-driven, and nationally recognized curriculum. ABC-VA instructors are required to complete a formal certification in order to ensure consistent delivery of the curriculum.

### ELIGIBILITY

- 18 years of age or older
- Employed in the HVAC field
- Physically able to perform work in the HVAC trade
- Must be able to read and write in English
- High school diploma or GED equivalent

### RELATED TRAINING

By providing employers with the Advisory Apprenticeship Program Standards, ABC-VA delivers the related classroom training component of apprenticeship.

### VIRGINIA WORKS REGISTRATION

Employers must register as apprenticeship program sponsors and must register their apprentices on an individual basis with Virginia Works (formerly Virginia Department of Labor and Industry).

1. *Visit bit.ly/vaworks-apprenticeship (or click here)*

2. Fill out the Registered Apprenticeship Inquiry/Rental Form. Select Potential Employer/Sponsor as your status.

Virginia Works Phone: 804.786.6030
apprenticeship@virginiaworks.gov

Without this registration, a student is not considered an apprentice in the state of Virginia.

Participation in HVAC apprenticeship training will be strictly limited to apprentices that are employed by companies that are licensed HVAC contractors in the state of Virginia.

# COURSE CONTENT

## LEVEL ONE (THREE YEAR PROGRAM)

- Core Curriculum
- Intro to HVAC
- Trade Mathematics
- Basic Electricity
- Intro to Heating
- Intro to Cooling
- Intro to Air Distribution Systems
- Basic Copper and Plastic Piping Practices
- Soldering and Blazing
- Basic Carbon Steel Piping Practices
- CPR, First Aid & AED Certification

## LEVEL TWO (THREE YEAR PROGRAM)

- Leak Detection
- Evacuation
- Recovery and Charging
- Alternating Current
- Heat Pumps
- Basic Maintenance
- Refrigerant and Oils
- Compressors
- Metering Devices
- Troubleshooting Gas Heating
- Troubleshooting Cooling
- Retail Refrigeration Systems
- Soldering and Brazing
- Troubleshooting Heat Pumps
- Troubleshooting Accessories
- Fasteners
- Hardware and Wiring Terminations
- Construction Drawings and Specifications

## LEVEL THREE (THREE YEAR PROGRAM)

- Zoning
- Ductless & Variable Refrigerant Flow Systems
- Indoor Air Quality
- Commercial Hydronic Systems
- Steam Systems
- Troubleshooting Oil Heating
- Control Circuits and Motor Troubleshooting
- Water Treatment
- System Air Balancing
- Energy Conservation Equipment
- Building Management Systems
- System Startup and Shutdown
- Heating and Cooling System Design
- Commercial/Industrial Refrigeration Systems
- Alternative and Specialist Heating and Cooling Systems
- Fundamentals of Crew Leadership
- CPR, First Aid & AED Certification

# 2025-2026 APPRENTICESHIP SCHEDULE

The term of apprenticeship consists of four years or 8,000 hours (approximately 2,000 hours per year) of on-the-job training (OJT) and three years or 600 hours (approximately 150 hours per year) of related classroom instruction. OJT is administered by the student's employer. Related classroom instruction is administered by ABC-VA.

## DAYTIME CLASSES
**7:00AM - 4:00PM**

ABC-VA Central Virginia Training Facility
1600 East Parham Road, Richmond, VA 23228

Level l will meet every other Tuesday starting August 12, 2025.

Level ll will meet every other Wednesday starting August 13, 2025.

Level lll will meet every other Thursday starting August 14, 2025.

## CALENDAR
A comprehensive calendar will be provided to all employers and students.
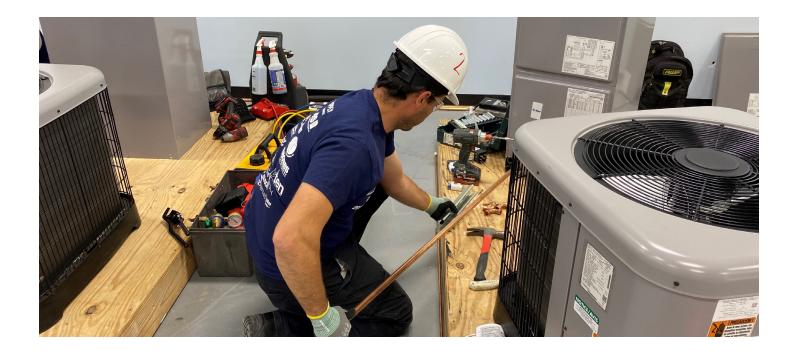
# 2025-2026 TUITION

Tuition is due at time of enrollment. Apprentices employed by ABC-VA members receive a discount. Tuition includes lab, materials and administrative fees. Tuition must be paid in full for apprentices to be considered enrolled.

**ABC-VA MEMBER**  $2100          **NON-MEMBER**  $2500

## DEADLINES
Enrollments received after August 1, 2025, will incur a late fee of $50. Classes are closed to new enrollment after August 22, 2025. There are absolutely no refunds after September 1, 2025.

# 2025-2026 HVAC APPLICATION

Last Name: _____ First Name: _____ Middle Initial: _____

SSN#: _____ Date of Birth: _____

Address: _____ City: _____

State: _____ Zip: _____ Cell Phone #: _____ Mobile Provider: _____

Email Address: _____

**SPONSORING EMPLOYER**: ☐ ABC-VA Member Firm    ☐ Non-Member Firm

Employer Company Name: _____ Employer Contact Name: _____

Address: _____ City: _____

State: _____ Zip: _____ Phone #: _____ Email Address: _____

**CLASS LEVEL**:  ☐ Level I    ☐ Level II    ☐ Level III

## LOCATION & TIME
ABC-VA Central Virginia Training Facility, 1600 East Parham Road, Richmond, VA 23228
7:00AM - 4:00PM

## TUITION
ABC-VA Member: $2100           Non-Member: $2500

## REGISTRATION
An application must be completed for each individual apprentice. Tuition must be paid in full by August 1, 2025. Applications are processed on a first-come, first-served basis. By submitting this application, it is understood that in addition to registering with ABC-VA for the related training apprenticeship program, apprentices must also be registered with Virginia Works in order to be considered a registered apprentice in the state of Virginia.

_____          _____
Signature of Applicant or Applicant's Employer          Date

## ENROLLMENT OPTIONS
IN-PERSON: Visit us during office hours, Monday through Friday 8:00AM-5:00PM
EMAIL: Sherrie Dickerson / **sherrie@abcva.org**
MAIL: ABC-VA Central Virginia Training Facility, 1600 East Parham Road, Richmond, VA 23228

## DEADLINES
Enrollments received after August 1, 2025, will incur a late fee of $50. Classes are closed to new enrollment after August 22, 2025. There are absolutely no refunds after September 1, 2025.

## PAYMENT
Name: _____ Date: _____ Tuition $_____

Signature: _____          3% CC Fee $_____

Credit Card #: _____          Late Fee $_____

Expiration Date: _____/_____ CVC #: _____ Billing Zip Code: _____ Total Enclosed $_____