Building Inspection Technology
Program Application Packet
Fall 2022

Packet Includes:

- *Program Guide*
- *Program Information*
- *Building Inspection Technology Program Application*

CHEMEKETA POLK CENTER
1340 SE Holman Avenue
Dallas, OR 97338
503-623-5567
Email: *buildinginspection@chemeketa.edu*
Website: *go.chemeketa.edu/buildinginspection*

(THIS DOCUMENT CAN BE PRINTED DOUBLE-SIDED)

Building Inspection Technology 2-Year AAS Degree

Application Open Date:

Tuesday, February 1, 2022 – Building Inspection Technology application is available on the website.

Priority Status Deadline Date:

Friday, June 10, 2022, 1:00pm – Applications received by this date will be given "priority status" and screened first. All required documentation listed on the application checklist must be received by the Chemeketa Community College Polk Center for the application to be considered complete.

Final Deadline Date:

Friday, August 5, 2022, 1:00pm – Applications received between June 11, 2022 and August 5, 2022 will be considered for review after "Priority Status" applications have been reviewed, if the program is not full. All required documentation listed on the application checklist must be received for the application to be considered complete.

Applicants who submit accurate and complete applications are qualified for admission (or alternate status if the program is full). Applicants will be placed on the Building Inspection Technology program admission or alternate list based on the evaluation of their application packet.

Notification:

Applicants will be notified by the program of their acceptance status through their my.chemeketa email. It is necessary that applicants keep Admissions (503.399.5006) and the Building Inspection Program (503.623.5567) informed of any address or phone number changes after application submittal. Applicants should check their my.chemeketa email daily after June 10, 2022 for Chemeketa program communications.

Mandatory Student Orientation:

Wednesday, August 10, 2022, 6:00-8:00pm – Chemeketa Polk Center (Dallas,OR), face-to-face or via Zoom if preauthorized by Program Director.

Students will be notified through their my.chemeketa e-mail if they have been invited to join the program. Students who accept an offer of Program Admission **are REQUIRED to attend the program orientation on Wednesday, August 10, 2022 from 6:00-8:00pm**. The orientation will include program information, policies, procedures, course registration numbers, and a chance to meet some of the faculty and staff.

CHEMEKETA COMMUNITY COLLEGE
BUILDING INSPECTION TECHNOLOGY PROGRAM APPLICATION CHECKLIST
Fall 2022 (September Start)

Name (print) _____

Address (print) _____

City, State, Zip (Print) _____   **Telephone Number (w/area code)** _____

Student ID/ K# _____   **Personal Email** _____

Chemeketa E-Mail _____   **@my.chemeketa.edu**

Program application requirements must be presented **AS ONE COMPLETE PACKET.** A complete Building Inspection Technology Application Packet consists of this page and the contents of this checklist. **The priority application period is Tuesday, February 1, 2022 to Friday, June 10, 2022 at 1pm.** Applications will be accepted either by mail at the address shown at the bottom of this application page or by email. Scan all required documents as one packet to *buildinginspection@chemeketa.edu*.

I have completed the College Admission application form online:
- ☐ Apply online at *www.chemeketa.edu/admission/enroll/*
- ☐ If you are a current Chemeketa student, you have completed this step (make sure your personal data is updated).

I agree to the following:
- ☐ I have read the Building Inspection Technology Program Application Information and will retain it for reference.
- ☐ I have updated my current address and/or phone number with Chemeketa Community College.
- ☐ I have clicked on the Gmail icon at the top of the page in My Chemeketa to verify my my.chemeketa email account is active.
- ☐ I understand that an offer of admission to the Building Inspection Technology program for Fall term 2022 is dependent on successfully testing out of or completing all prerequisite courses with at least a "C" grade by the end of summer term 2022.
- ☐ I understand that if I qualify for admission, I will be placed on a Building Inspection Technology Program admission or alternate list based on the program review of my application packet.
- ☐ I understand that if admitted and I accept, I will attend the **mandatory orientation on Wednesday, August 10, at 6pm.**
- ☐ I understand that I will be notified through my.chemeketa e-mail of my status as either: admitted to the program, alternate status, or not admitted.
- ☐ I understand that if I do not attend the mandatory orientation on Wednesday, August 10, 2022, I may be dropped from the Building Inspection Technology Program.
- ☐ I understand that I must notify Enrollment Services and the Building Inspection Technology Program of any address change.
- ☐ I am submitting this application for admission into the Building Inspection Technology AAS degree program.
- ☐ I hereby attest that all of the documentation I have submitted with this packet are accurate and authentic.

I have attached the following documents to this application form: (please make sure your name and K# are on all documents)
- ☐ A copy of my Chemeketa Writing, Reading and Mathematics Placement Test scores **OR** an unofficial transcript showing completion of college level coursework in math and writing.
- ☐ A copy of my current resume, including any construction experience I may have (not required for program entry).
- ☐ A one to two-page response to the supplementary questions (see page 6).

Please keep a copy of this page and your attachments for your records.

SIGNATURE: _____   **DATE:** _____

Submit this completed application page and the above required checklist items by email to *buildinginspection@chemeketa.edu*, or mail all documents directly to Glen Miller at Chemeketa Polk Center, 1340 SE Holman Ave, Dallas, OR 97338

Building Inspection
Chemeketa Community College

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| OFFICE USE ONLY: Decision Date _____ |
| ___ Accepted into BIT Program |
| ___ Alternate Status |
| ___ Not Accepted |

THIS RESOURCE GUIDE IS FOR ASSISTANCE IN THE 2-YEAR AAS DEGREE PROGRAM APPLICATION PROCESS. STUDENTS MAY APPLY AFTER THOROUGHLY READING THIS GUIDE. THE APPLICATION PACKET IS AVAILABLE AT: *go.chemeketa.edu/buildinginspection*

This guide includes the following:

- Program Outline
- Estimated Program Cost
- Admissions Criteria
- Program Prerequisites
- Building Inspection Technology Program Application Scoring Sheet

The Application Packet includes the following:

- Building Inspection Technology Program Application Form
- Application Requirements Checklist

Building Inspection Technology Program Outline

PROGRAM OBJECTIVES: The Building Inspection Technology curriculum covers technical and general education courses as you work toward an Associate of Applied Science degree. Classes on building codes, plan review, inspection techniques, and construction materials complement courses in mathematics, communication skills, and public relations. The program trains students to work in the industry as a building inspector, plan reviewer or other related positions and prepares students to sit for national certification tests. NOTE: This program is NOT preparation for real estate home inspection.

NATIONAL AND STATE CERTIFIED INSTRUCTORS: The program instructors hold multiple certifications through the International Code Council (ICC) and Oregon State Building Codes Division (BCD) in commercial and residential inspection, plan review, and building department administration.

FURTHER CONSIDERATIONS: Since the goals of the Building Inspection Technology Program include training and preparing students for employment in building inspection, you should be advised that most future employers will require a criminal background check and a clean driving record. Some might also require a pre-employment drug screening. If you are unable to pass a drug test, do not have a valid driver's license, have a license with multiple moving violations, and/or have a felony conviction, your opportunities for employment could be limited. It is your responsibility to verify if your background will exclude you from employment prior to beginning the program.

CRIMINAL BACKGROUND CHECK, DRUG TESTING, and DMV DRIVING RECORD: Please familiarize yourself with common screening practices of jurisdictions for these three items. For some jobs, screening is required for insurance purposes and by federal or state law. The current emphasis on security and safety has dramatically increased the number of employment background checks conducted. For more information, visit *privacyrights.org*. You may not be allowed to work in the industry if you have certain convictions.

PROGRAM DETAILS:

- Program is a **Fall term entry only**.
- The AAS degree program is two-years in length, for seven terms, which includes a full-time internship (CWE) during the summer between the first and second year.
- Students must apply for the program, attend a mandatory Building Inspection Technology Program Orientation, be accepted into the program, and have their major changed to Building Inspection Technology AAS to be eligible to register for program classes.
- Current program curriculum can be viewed at: *go.chemeketa.edu/buildinginspection*
- New student enrollment is limited to 25 participants per year.
- Classes will be primarily delivered remotely in the evening through Zoom technology.

PROGRAM COST: These costs are <u>estimates</u> over the two years based on current tuition and fee structure and are subject to change at any time without notice.

Tuition & universal fee, $13,200; books, $2,700; class fees, $2,040; equipment and supplies, $375 (total of $18,315). Visit *www.chemeketa.edu/cost-aid/tuition-fees* for the current Tuition/Fee Rate Table.

ADMISSION CRITERIA—REQUIRED DOCUMENTS

APPLICATION PROCESS:

If not currently enrolled at Chemeketa Community College, applicants must first apply for admission on the college's website using the "Admissions Application" form, *http://www.chemeketa.edu/admission/enroll/* prior to applying to the Building Inspection program.

Directions: To apply for the Building Inspection program, mail the following information as one complete packet to Glen Miller, Chemeketa Polk Center, 1340 SE Holman Ave, Dallas, OR 97338 or scan and email as one complete packet to *buildinginspection@chemeketa.edu*: (Make sure your **name and K# are visible on all documents**.)

☐ Building Inspection Technology Program Application Form (Page 3)

☐ A copy of your *Chemeketa Accuplacer Reading, Writing, and Mathematics Placement Test scores (print from your My Chemeketa account) **OR** a copy of an unofficial transcript showing completion of college level coursework in math and writing.

*Placement assessment is being conducted using a variety of options. To begin, go to *https://www.chemeketa.edu/admission/enroll/placement-assessment/*. You will receive a response by email within 3-5 business days with information about your placement assessment. **Note - If the placement scores are over three years old from the time you submit the Building Inspection Technology Program Application, they are not valid, and you will need to retest for placement.**

☐ Current resume describing work experience, especially highlighting construction related experience.

☐ Answers to the following supplementary questions on a separate page (maximum two pages).
   a. What is the purpose of the building department in the construction process?
   b. What is the role of the building inspector and/or plans examiner?
   c. How does completion of the Building Inspection Technology program fit into your future career goals?

IMPORTANT: Applicants to the Building Inspection Technology Program must submit an application packet that includes all items listed above. Make sure your name and K# are on ALL DOCUMENTS. If your test scores show that you do not meet the minimum requirements for entry, you can still apply but you **must complete all required prerequisites BEFORE registering for fall program courses (see page 7).**

REMINDER: You are responsible for checking to see if any criminal or driving background will hinder your ability to obtain employment after completing the Building Inspection Technology Program.

Other College Transcripts:
Applicants may submit transcripts from another college/university for substitute for the general education requirements of the program. Students must request an evaluation through Enrollment Services which may take several months.

Chemeketa Community College

Building Inspection Technology Program Prerequisite Courses
Fall 2022

FOR APPLICANT INFORMATION/USE ONLY
(Do not submit this form with your application)

Prerequisite Requirement	Criteria for Fulfilling Requirement	Completed with "C" Grade or Higher?		Final Grade
Writing	• Placement test score showing recommended course placement into WR088 or higher taken in the past 3 years*; **OR** • Successful completion of WR 080 with a C grade or higher taken within the past 5 years **OR** • Successful completion of college level writing class with a C grade or higher.	Yes	No	
Reading	• Placement test score showing recommended course placement into RD115 or higher taken in the past 3 years*; **OR** • Successful completion of RD 090 with a C grade or higher taken within the past 5 years	Yes	No	
Mathematics	• Placement test score showing recommended course placement into MTH052 or MTH060 or higher taken within the past 3 years*; **OR** • Successful completion of MTH 020 with a C grade or higher taken within the past 5 years **OR** • Successful completion of college level math class with a C grade or higher.	Yes	No	

*Compass, Asset or Accuplacer placement tests accepted

Please note: *Chemeketa Community College reserves the right to modify the criteria and process for admission to the Building Inspection Technology program as necessary.*

Chemeketa Community College

Building Inspection Technology Program
Application Scoring Sheet
Fall 2022

<u>**FOR APPLICANT INFORMATION/USE ONLY**</u>
(Do not submit this form with your application)

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1. **Student Assessment and Recommendation Score**
   One point for each step recommended above minimum required course.

Required Prerequisite	Placed into	OR	Completed	Points
WR080	_____		_____	_____
RD090	_____		_____	_____
MTH020	_____		_____	_____

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2. **Work experience in construction related job.**
   2-5 years (1 point), 5-10 years (3 points), 10+ years (5 points)

   Points _____

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3. **Military service or a degree from an accredited institution.**
   Must be documented from military records.
   Three points possible.

   Points _____

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4. **Answers to supplementary questions.**

   One to five points possible

   Points _____

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5. **Qualified Building Inspection Technology program alternate from previous year.**

   Two points possible

   Points _____

Applicant Score: _____

<u>In the event of a tie, the following tiebreakers will be applied in the order listed below:</u>

1. **Legal residence in the Chemeketa Community College service district**
2. **Cumulative GPA from Chemeketa Community College**
3. **Date of program readiness**
4. **Random selection**

<u>Please note</u>: Chemeketa Community College reserves the right to modify the criteria and process for admission to the Building Inspection Technology Program as necessary.

BUILDING INSPECTION TECHNOLOGY PROGRAM CLASSES BY TERM: Students may earn an Associate of Applied Science degree by successfully completing these 100 required credit hours with a grade of "C" or better in all courses.

Course	Title	Credit Hours

Term 1

BLD141	International Residential Code 1	3
BLD151	Building Codes 1	3
BLD158	Construction Materials and Blueprints	2
CIS101	Intro to Microcomputer Apps	3
	OR	
BA131	Business Computing	3
MTH052	Intro to Algebra/Geometry (or higher)	3

Term 2

BLD142	International Residential Code 2	3
BLD152	Building Codes 2	3
BLD165	Residential Inspection	3
BLD181	Mechanical Codes 1	3
FE205B	Resumes and Job Search Correspondence	1
MTH053	Intro to Trigonometry/Geometry (or higher)	3

Term 3

BLD153	Building Codes 3	3
BLD166	Commercial Inspection	3
BLD170	ADA Accessibility Code	3
BLD182	Mechanical Codes 2	3
BLD193A	Building Inspection Lab	2

Term 4

BLD280L	Cooperative Work Experience (summer term)	12	(40 hrs/week for 10 weeks during second year)

Term 5

BLD260	Fire Protection for Buildings	4
BLD268	Foundations, Excavation and Grading	3
BLD269	Engineering for Code Professionals 1	4
PSY104	Workplace Psychology	4

Term 6

BLD155	Building Department Administration	4
BLD267	Plan Review 1	3
BLD270	Engineering for Code Professionals 2	4
WR088	Introduction to Technical Writing 1	3
	OR	
WR121	Academic Composition (or higher)	4

Term 7

BLD255	Building Department Administration 2	4
BLD266	Plan Review 2	3
BLD273	International Fire Codes	3
BLD290	Capstone	2
WR089	Introduction to Technical Writing 2	3
	or	
WR227	Technical Writing	4

TOTAL CREDITS.. 100