



An Roinn Oideachais
agus Scileanna
Department of
Education and Skills



2020/2021 Term 1 Craft Apprenticeships Induction Day

The Induction Day for Craft Apprenticeships will be held in GMIT Dublin Road Campus on Monday 28th September 2020.

Please ensure that you have completed online registration prior to arriving in GMIT for the Induction Day.

You will be informed of the time and date of your Induction before you start in GMIT. Please **DO NOT arrive more than 10 minutes** before the start of your Induction.

- Electrical Apprenticeship Inductions will take place in Room 165
- Motor Apprenticeship Inductions will take place in PF 10

You **DO NOT need to bring work tools** for the Induction Day. The lecturers will advise you on what tools you require for practical classes during Induction.

Please ensure that you **bring all necessary paperwork** with you. This includes,

- The **Call Letter** you received from the ETB
- **Bank Account Credit Transfer Information Form** (*if you have not already returned this to the ETB*)
- A copy of the completed **Form F103a** (*if you have not already returned this to the ETB*)
 - **Part 2 Only** to be completed if you are currently employed
 - **Part 1 & 2** to be completed if you are currently unemployed

The wearing of face coverings is **mandatory at all times in GMIT**. You will not be supplied with a face covering, so please ensure that you bring one with you. You will **not be admitted to the building** without a face covering.