

Core Heavy Equipment Operator Apprenticeship Curriculum

2026 - 2027



AGC
INLAND NORTHWEST CHAPTER
THE CONSTRUCTION ASSOCIATION

Spokane Instructor Information

Instructor	Availability	Campus Locations		
Kurt Miller (360) 815-1690 kmiller@nwagc.org	Monday – Friday Please allow 48 hours for a response	Bellingham Technology Development Center 1000 F St. Bellingham, WA 98225 360-815-1690	Spokane Apprenticeship Training Center 2110 N Fancher Rd. Spokane, WA 99212 509-534-0502	Kennewick Associated General Contractors 3321 W. Kennewick AVE Kennewick, WA 99336 509-534-0502

AGC Apprenticeship Program Learning Requirements

Hybrid Learning Structure

Your employer has sponsored you in this apprenticeship program and expects your full participation. Attendance is mandatory—**no exceptions**. Share this syllabus with your foreman and scheduling supervisors **immediately**. If anyone directs you to miss class or fails to accommodate your attendance, contact your company's leadership or AGC Administrative Staff directly. The AGC Apprenticeship Program utilizes NCCER curriculum, a nationally accredited certification system recognized throughout the construction industry. NCCER provides national testing, skills performance documentation, and certification transcripts that document your advancing competencies. These transcripts are shared with employers and serve as portable credentials for your career advancement.

Program Description

Learning Management System Policy

The program operates on a hybrid learning model combining synchronous and asynchronous instruction. Synchronous sessions (scheduled lectures, discussions, hands-on training, and evaluations) require real-time attendance and **cannot be made up**. Asynchronous components (online exercises, assignments, and research) provide flexibility—apprentices complete these at their own pace, at times and locations that work best for them.

The AGC Apprenticeship Program employs multiple learning management systems (LMSs) to deliver comprehensive training. Apprentices are required to attend all scheduled online sessions as outlined in the program calendar. Scheduled lectures, discussion sessions, hands-on training, and performance evaluations are mandatory and **cannot** be repeated or made up if missed.

Completion Requirements

To receive credit for any module, apprentices must achieve a minimum score of 80% on all tests AND complete 100% of assigned asynchronous LMS activities. All asynchronous assignments are mandatory regardless of module test performance. Failure to complete any required asynchronous component will result in no credit for that module, even if the module test score meets or exceeds the 80% threshold.

Class Schedule and Format

Year 1 (CORE) apprentices begin the program with Orientation Focus Week — a fully face-to-face week at the designated campus that often determines an apprentice's success in the program. Orientation Focus Week runs four ten-hour days, beginning at 7:00 a.m. Students must bring their laptops for the full week.

Attendance on Monday at 7:00 a.m. MANDATORY. Apprentices are expected to be on time. Late arrivals will be sent home for the day and their employer will be notified. The first four hours of Orientation Focus Week may be the most important hours an apprentice spends with us.

During this week, apprentices are introduced to the online learning system used throughout the program — a significant part of their training moving forward. This includes logging into their accounts for the first time, setting the correct browser permissions and cookies, and receiving the passcodes needed to access coursework. Apprentices who arrive with an assigned identification number will use it to complete this setup. Getting this right during Orientation Focus Week prevents access problems once the hybrid schedule begins.

Beginning with Focus Week 2, instruction shifts to the hybrid format used for the remainder of the program: three Zoom classes followed by one in-person day at the designated campus. Zoom sessions are live, instructor-led classes attended remotely, typically Monday, Tuesday, and Wednesday from 4:30 p.m. to 7:30 p.m.; the in-person day is a required face-to-face session at the designated campus. This applies to Focus Weeks 2 through 4.

Attendance at Orientation Focus Week, all Zoom sessions, and all in-person days is mandatory

Core Heavy Equipment Operators Expectations and Goals

The **Core Introduction to Basic Construction Skills** textbook is the *first-year* curriculum for Heavy Equipment Operators in the apprenticeship program. This curriculum introduces the apprentice to safety, construction drawings, rigging, material handling, and more

Attendance:

- Apprentices **MUST** attend ALL Zoom and in-person classes. No exceptions. Failure to attend can result in course failure.
- Zoom attendance via cellphone is **PROHIBITED**.
- Attending Zoom sessions while driving is **STRICTLY FORBIDDEN** and can result in immediate dismissal from the program.
- Your employer has committed to ensuring you are available for training at a laptop during all scheduled times. **This commitment must be honored.**

Attitude and Participation:

- A positive, professional attitude is mandatory at all times.
- Active communication and participation throughout the entire course duration is required.

Technical Requirements:

- A computer, mouse, and webcam are mandatory for all online sessions. (**NO CHROMEBOOKS**)

- Cameras MUST remain on at all times unless explicitly instructed otherwise by the instructor.
- The apprentice's face must be clearly visible on camera throughout each session.

Communication:

- Email is the primary communication method.
- On weekends for Module resets, leave a voicemail for your instructor stating what assignment needs to be reset.
- ALL emails must be acknowledged within 48 hours maximum (minimum response: "Received" or "Thank you").
- Failure to respond within this timeframe is unacceptable.

Assignments:

- All reading and homework assignments have firm due dates posted in the LMS.
- Late submissions will have a late penalty of 10%.

NON-COMPLIANCE WITH ANY OF THESE REQUIREMENTS CAN RESULT IN IMMEDIATE PROGRAM TERMINATION.

Required Materials

- Laptop computer, or equivalent with webcam. All apprentices must bring their computers on in-person days for testing (**NO CHROMEBOOKS**)
- Dual Monitors (recommended)
- Computer Mouse
- Pearson Core account
 - Access code provided
- Appropriate work clothing and PPE when on campus

TUITION POLICY

- Students are personally responsible for all tuition payments regardless of any employer arrangements or agreements. All payment arrangements must be completed prior to the first-class session, and students will not be permitted to attend without confirmed payment.
- Students must verify with their employer who will be responsible for tuition payment
- Contact the AGC for available payment assistance resources if financial support is needed
- Payment arrangements are required before classes begin - no exceptions
- Credit cards are accepted as a form of payment
- Students should address any payment concerns well in advance of the program start date
- **Cost of Tuition: \$1,500**

FOCUS WEEK 1 – ORIENTATION WEEK

Attention Apprentices:

Your assigned location determines when your **Focus Week 1** takes place. The closest or available campus has been designated for your attendance. Week 1 of Year 1 is the **most important week** of the apprenticeship, and attendance is **mandatory**. This week cannot be made up. Refer to the table below for dates and locations of your first week. Orientation Week classes begin at 7:00 AM sharp and end at 5:30 PM.

Date	Location & Time
Spokane, WA - Monday – Nov 30th - Tuesday – Dec 1st - Wednesday – Dec 2nd - Thursday – Dec 3rd - Friday – Dec 4th – No Training	Spokane Apprenticeship Training Center 7:00 am – 5:30 pm 2110 N Fancher Rd. Spokane, WA 99212 (509) 534-0502

Course Schedule – Core HEO

Core	Assignments	Location & Time
Posted Dec 4 th	GROUP A FOCUS WEEK 2 ASSIGNMENTS 00101 – Basic Safety 00103 – Intro to Hand Tools 00104 – Intro to Power Tools	Due 01/07/27 Pearson
Week of Dec 4 th	GROUP A FOCUS WEEK 2 ZOOM & IN-PERSON - Monday - Jan 4th - Tuesday - Jan 5th - Wednesday - Jan 6th - Thursday – Jan 7th - No Training ASSIGNMENTS DUE: 12pm - Friday – Jan 8th - Closed Book Tests and Performance Profiles (Tests for Modules 00101, 00103 and 00104)	Zoom 4:30 pm – 7:30 pm --- In-Person 8:00 am - 5:30 pm
Posted Jan 8 th	GROUP A FOCUS WEEK 3 ASSIGNMENTS 00102 – Intro to Construction Math 00105 – Intro to Construction Drawings 00106 – Intro to Basic Rigging	Due 02/12/27 Pearson
Week of Feb 8 th	GROUP A FOCUS WEEK 3 ZOOM & IN-PERSON - Monday – Feb 8th - Tuesday – Feb 9th - Wednesday – Feb 10th - Thursday – Feb 11th - No Training ASSIGNMENTS DUE: 12pm - Friday – Feb 12th - Closed Book Tests and Performance Profiles (Tests for Modules 00102, 00105 and 00106)	Zoom 4:30 pm – 7:30 pm --- In-Person 8:00 am - 5:30 pm

Core	Assignments	Location & Time
Posted Feb 12 th	GROUP A FOCUS WEEK 4 ASSIGNMENTS • 00107 – Basic Communication • 00108 – Basic Employability • 00109 – Intro to Material Handling • 27102 – Building Materials, Fasteners and Adhesives	Due 03/18/27 Pearson
Week of Mar 15 th	GROUP A FOCUS WEEK 4 ZOOM & IN-PERSON • Monday – Mar 15th • Tuesday – Mar 16th • Wednesday – Mar 17th • Thursday – Mar 18th - No Training • ASSIGNMENTS DUE: 12pm • Friday – Mar 19th - Closed Book Tests and Performance Profiles (Tests for Modules 00107, 00108, 00109 and 27102)	Zoom 4:30 pm – 7:30 pm --- In-Person 8:00 am - 5:30 pm