

**CHECK COURSE YOU ARE APPLYING FOR:**

- Oil Burner Service & Trouble Shooting Course – 120 Hours  
\$1,195.00 (Includes Training Manual & Laboratory)\*
- Air Conditioning Service & Trouble Shooting Course – 60 Hours  
\$1,200.00 (Includes Training Manual & Laboratory)\*

**TUITION PAYMENT SCHEDULE**

I will pay my tuition as follows:

The Enrollment Fee of \$200.00 (non-refundable) is to be paid with the application. The balance of the tuition must be paid before the first class.

\$200.00 Enrollment fee paid: \_\_\_\_\_  
(Date)

\$ \_\_\_\_\_ to be paid on or before

Date \_\_\_\_\_

The Better Home Heat Council School does not guarantee students a job, but will assist in placement. Credits cannot be transferred in or out.

**REFUND POLICY:**

All monies and/or deposits must be paid in full by the first class. The enrollment fee of \$200.00 is non-refundable. A student who attends the first to sixth class and cancels is subject to the following refund policy. There will be no monies refunded should a student cancel on or after the seventh class.

**SIX-DAY REFUND POLICY**

Non-refundable Deposit..... \$200.00  
First to sixth Day Cancellation Fee .....75.00  
Student Manual.....75.00  
Each Attended Class Cost .....60.00

Signature of Enrollee \_\_\_\_\_ Date \_\_\_\_\_

Signature of Director \_\_\_\_\_ Date \_\_\_\_\_

**-- FOR SCHOOL USE ONLY --**

Registration Rec'd \_\_\_\_\_

Class of \_\_\_\_\_

**How Progress Is Measured**

Periodic examinations are given throughout the course and, at the completion of the course, an examination is given to each student. Held under strict rules of conduct, these examinations must be completed in a specific time. All papers are processed for grading and if the student has successfully passed this examination, he takes his place as a qualified technician. A wallet card and a Certificate of Completion will be presented to the successful student upon completion.

**Oil Heat Technician**

Classes are held  
Monday and Wednesday evenings  
From 7 to 10 PM

**Air Conditioning Technician**

Classes are held  
Thursday evening from 7 to 10 PM

Fall Classes Begin each September

See Application Form for Appropriate Dates

For further information or Applications, please write:  
**BETTER HOME HEAT COUNCIL  
OF THE LEHIGH VALLEY**

*SCHOOL ADMINISTRATOR*  
215 E. Lexington Street  
Allentown, PA 18103

School: 610-797-8282  
Toll Free: 1-888-6-Get-Oil

The Application / Registration form shall be binding upon receipt and acceptance by the administrator and/or an executive officer of the Better Home Heat Council of the Lehigh Valley at the school's location. An executed copy of the Registration form will be forwarded to the enrollee prior to the commencement of the scheduled course(s).



**BETTER HOME  
HEAT COUNCIL**  
OF THE LEHIGH VALLEY



Directions: East or west on  
Susquehanna St. to Bradford. South on  
Bradford 3 block to E. Lexington.



04/2009

**Technical Careers  
In Oil Heating  
&  
Central Air  
Conditioning**



**BETTER HOME  
HEAT COUNCIL**  
OF THE LEHIGH VALLEY

**The  
Service  
Technician  
School**

*Sponsored By  
The Better Home Heat Council  
of the Lehigh Valley*

# Industry Demand For Qualified Oil Heating and Central Air Conditioning Service Technicians

...in recent years. Projections indicate that this career trend will continue well into the future.

Attractive career opportunities in the oil heat/air conditioning industry await the trained individual.



The Better Home Heat Council of the Lehigh Valley offers courses for anyone interested in becoming an oil heat technician or a central air conditioning technician.

Our school, licensed by the State of Pennsylvania, is recognized as one of the best available. Our building is equipped with oil heat and central air conditioning equipment in a wide range of models. The student thus has ready access to equipment that enables him to apply his knowledge in practical ways.

The courses are designed to benefit the newcomer who possesses the ambition to keep in step with the future.

Both sides of this informational handout represent and constitute the entire agreement between the enrollee and the Oil Burner Technician School. By signature on the attached Application/ Registration form, the enrollee acknowledges receipt and comprehension of the contents and agrees to abide by all conditions given.

## Oil Heating Course 120 Hours

1. Heating Oil and Its Properties
2. Introduction to Oil Burners
3. Basic Electricity
4. Limit Controls
5. Primary Controls
6. Control Wiring
7. Draft and Venting
8. Oil Tanks and Piping
9. Motors, Fans, and Couplings
10. Combustion Theory and Testing
11. Nozzles and Chambers
12. Fuel Units and Oil Valves
13. Ignition Systems
14. Hands-On and Lab Work

## Basic Air Conditioning Course 60 Hours

1. Fundamentals of refrigeration
2. Refrigeration cycle
3. Compressors
4. Charging/Recovery/Recycle/Reclaim
5. System Dehydration
6. Clean Up After Burn Out
7. Electrical Components
8. Wiring Diagrams
9. Electrical Trouble Shooting
10. Heat Pump Operation
11. Wiring Diagram Heat Pump
12. Hands-On and Lab Work
13. R410A Safety Certification

Licensed by the  
Pennsylvania Department of Education  
333 Market Street  
Harrisburg, PA 17126  
(717) 783-8228

## Entrance Requirements

Applicants must be of good character, physically and mentally fit, mechanically inclined, age 18 or over, having completed two years of high school or the equivalent.

## Registration

A combined APPLICATION / REGISTRATION form must be filled out in full and signed by each applicant prior to the start of classes. The registration fee must accompany this form.



## Tuition / Refunds

The costs of this course and the school's refund policy are explained on the APPLICATION/ REGISTRATION form.

**MAJOR CREDIT CARDS ARE ACCEPTED**

## Attendance

Attendance in accordance with the school schedule is required for completion of the course. Anything other than an excused absence may disqualify the student.

Leaves will be granted for death in the family or unavoidable absence. In such cases, the faculty will work out mutual arrangements to cover the missed training in subsequent classes.

## Application/Registration

To: BETTER HOME HEAT COUNCIL  
215 E. Lexington Street  
Allentown, PA 18103  
(610) 797-8282

**Please Enroll:** *(please print)*

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_  
Zip \_\_\_\_\_ Phone \_\_\_\_\_  
Social Security No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### Person paying my tuition:

Self  Employer  Other

### Bill tuition to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My sponsor  Employer  is:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(City) (State) (Zip)

### In case of emergency, please notify:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

