MEMORANDUM

To: Local # 7 Apprentices
From: Thomas Carrigan
Subject: 2020 School Year Completion
Date: May 27, 2020

Please be advised, copies of your March and April blue books are due now. You can mail, drop off or email tcarrigan@ualocal7.org.

In order to satisfy the Department of Labor’s spring blue book inspections we also require a copy of your most recent pay stub. We will redact any sensitive information before submitting these to DOL.

The final exams for all classes are available in the Google Classrooms as of May 29, 2020. **These exams must be completed and submitted by Friday, June 5, 2020 at 5 PM.** You can complete the exams and submit them along with your class workbooks by dropping the completed answer sheets test packet in the drop box in the front of the union office during office hours. Paper copies are available upon request. **Completion of the workbooks and final exam is required to complete the 2019-2020 school year.**

If you need the classroom code for your Google Classroom please contact Christine at cfass@ualocal7.org or call the office 518-785-9808.