Job Number _____ IHBAI-2

MAINE VOCATIONAL REGION SEVEN

Waldo County Technical Center

1022 Waterville Road λ Waldo, ME 04915 - Telephone: 207-342-5231 Fax: 207-342-4070

Automotive/Diesel Programs Applied Learning Project Request Form

All operations performed on instructional projects are conducted by the students as an applied learning experience. All instructional projects shall meet the educational requirements of the approved Program Curriculum.

THE FACULTY OF THE CENTER RESERVES THE RIGHT TO ACCEPT OR REJECT ANY PROJECT REQUESTS.

CLIENT _____ TELEPHONE _____

MAILING ADDRESS _____

PROGRAM INVOLVED _____ INSTRUCTOR _____

DATE OF REQUEST _____/_____/_____

EQUIPMENT/VEHICLE INFORMATION: YEAR _____ MAKE _____ MODEL _____

ENGINE SIZE _____ PROBLEMS/SYMPTOMS:

_____

_____

_____

Please be advised of the following Applied Learning Projects guidelines:

To the extent of which it is possible, and to the best of their abilities, WCTC students (supported by instructional staff) will provide a diagnosis and estimated cost of repairs required. Owner must then choose one, or a combination of, the following options within 14 days of having been provided said estimate or be subject to WCTC's Storage Fee/Removal Policy (see policy below):

1. Owner will provide parts and supplies necessary to make repair. WCTC students/staff will provide a list of parts and supplies needed to make repair upon Owner's request.
2. Owner will pay in advance the estimated cost of repair. All parts purchased through WCTC are subject to State of Maine Sales Tax and a 10% administrative fee. Advance payments in excess of the actual repair costs will be refunded at the time WCTC releases the vehicle/equipment to Owner. Repair costs in excess of advance payment will be due before the vehicle/equipment can be released to Owner.
3. Owner declines all or part of the repairs estimated. If all repair work is declined Owner agrees to pickup vehicle/equipment within 14 days or be subject to WCTC's Storage Fee/Removal Policy (see policy below).
4. Owner agrees to pay applicable disposal fees for parts/hazardous waste incurred during the repair process.

WCTC students/staff will notify Owner, in advance, of any costs or parts needed in excess of the original estimate.

WCTC Storage Fee/Removal Policy

Vehicles/equipment must be picked up within 14 days of a qualifying event (as noted above) or be subject to a $5 per day storage fee. Vehicles/equipment left beyond 30 calendar days will be removed from WCTC premises at Owner's expense.

AGREEMENT: I, the undersigned, hereby agree to the terms set forth and further agree to indemnify and save harmless Maine Vocational Region Seven, the School Board, and any agents, officers, or employees thereof, against any courses of action, claims or damages, theft, or injuries arising out of, or in any way connected with the learning experience involved; and to accept full responsibility for the cost which will be incurred in the preparation and repair of the above described instructional project. I also realize that this educational program is under no obligation to complete the project or to meet the requested completion date indicated above. As an educational project, there is NO implied Guarantee or Warranty on workmanship or materials.

OWNER'S SIGNATURE: _____

For Office Use Only

Competency Duties and Tasks met by completing project _____

_____

Estimated Cost $ _____ Project Start Date ____/____/____ Projected Completion Date ____/____/____

Instructor Approval: _____

Directors Approval (if required) _____

Equipment Rec'd: _____ Estimate: _____ Prepay for Parts Rec'd: _____

Completion Date: _____ Release Date: _____

See reverse side for WCTC's Applied Learning Policy.