



**Tuition-Free  
Machinist Training**

## **MANUFACTURING 2000 (M2K) Machinist Training Program - Application**

New Century Careers' MANUFACTURING 2000 (M2K) Machinist Training Program offers tuition-free training and placement assistance to help you begin a successful manufacturing career.

The M2K Program trains you with the necessary skills to become a machine operator or entry-level machinist.

M2K is a PA State Registered  
Pre-Apprenticeship Program.



Manufacturing



412-258-6620 (option 4)  
1-800-822-9337  
[info@ncsquared.com](mailto:info@ncsquared.com)  
[www.ncsquared.com](http://www.ncsquared.com)

New Century Careers  
Anselmo Training Innovation  
Center  
305 E. Carson Street



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## What is M2K?

The M2K Program, offered on **Pittsburgh's South Side and at Eastern Westmoreland Career & Technology Center (EWCTC)** in Latrobe, provides 3 levels of training up to 600 hours. These sessions include hands-on experience, as well as special sessions focused on professional development and resume writing.

## **Three Levels of Training available:**

**Level 1** - Manual Machine Operator Trainee

**Level 2** - Manual Machine Operator/Machinist Trainee

**Level 3** - Manual/CNC Machinist Trainee

## What will I learn?

M2K students learn the basics of operating:

- Lathes
- Vertical Milling Machines
- CNC Machines
- Pedestal Grinders
- Saws
- Drill Presses
- Surface Grinders
- Various Shop Tools

## What are the class options?

**Pittsburgh:** 9:00 A.M. - 3:00 P.M., Mon. - Fri.

**Latrobe:** 4:00 P.M. - 9:00 P.M., Mon. - Fri.

## How much does it cost?

Training is made possible through a variety of governmental or charitable funding sources, as well as manufacturing employer contributions.

**There is no cost to qualified students** who are accepted into the program.

## How do I register?

Registration is offered on an on going basis throughout the year. Contact New Century Careers to schedule a tour or to receive an application packet.

New Century Careers administers enrollment for all sites (Pittsburgh and Latrobe). Start dates may be subject to change depending on enrollment.

## **Applicants must:**

- Be at least 18 years of age
- Have earned a High School Diploma or GED\*
- Submit a completed application packet, including High School Diploma/GED, two reference letters, a brief questionnaire, and an application form
- Demonstrate successful performance on an industry-developed aptitude test

## Why manufacturing?

Manufacturing is the second-largest source of private sector employment in southwestern PA. Manufacturing accounts for 15% of regional employment.

The average annual wage for machinists in PA is \$50,420\*\*. The vast majority of these jobs do not require a college degree. Instead, most manufacturing jobs require work-related and on-the-job training.

*\*\* Source: Bureau of Labor Statistics, 2022*

Contact **New Century Careers** to find out how you can prepare yourself for a career with **good wages, benefits, and personal satisfaction.**

1-800-822-9337

sparks@ncsquared.com

# MANUFACTURING 2000 Application Process and Training Agreement

The application process consists of four steps. You will need to complete all four steps to be considered for the MANUFACTURING 2000 training program. However, completing an application does not guarantee a spot in our program, as space is limited.

## The four steps of the application process are:

### 1. Complete the Application Packet (attached).

### 2. Submit Two Letters of Recommendation

- Letters can be from anyone except a family member
- Forged letters will disqualify you from the program

### 3. Submit Your High School Diploma or GED or Transcripts

- Photocopies may be submitted—certified transcripts are not necessary

### 4. Take the Aptitude Test- **TEST IS GIVEN AT 305 E. CARSON ST. EVERY TUESDAY AT NOON!**

#### **NOTE: TEST CANNOT BE TAKEN UNTIL STEPS 1-3 ARE COMPLETED & TURNED IN**

- Please contact us to schedule your test.
- The test will last approximately 1.5 to 3 hours and will consist of 4 parts:
- Mechanical Reasoning
- Problem Solving
- Vocabulary
- Math (Fractions & decimals, basic algebra, geometry and trig at a high school level)

Completed applications may be emailed, faxed or hand delivered. Please be sure to follow up with us to make sure we have received the materials you are submitting. You can contact Christina Sparks at 412-258-6617. When you leave a message, please make sure you **leave your first and last name, phone number, and reason for calling.**

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## **Contact Information:**

If you have any questions during the application process, please feel free to call us at New Century Careers. Please note that regardless of your preferred site (Pittsburgh and Latrobe), all applications must go to the mailing or email address below.

### **Office Mailing Address:**

Christina Sparks  
New Century Careers  
305 E. Carson St,  
Pittsburgh, PA 15219

### **Training Center and Testing Site Address:**

Anselmo Training Innovation Center (ATIC)  
305 E. Carson St.  
Pittsburgh, PA 15219

Phone: 412-258-6617

Fax: 412-258-6625

Email: sparks@ncsquared.com

# **Refresh Your Skills Before Taking the Aptitude Test!**

NCC offers math tutoring every Monday from 2:00-3:00pm. Tutoring is by appointment only. Please call on Monday before 10:00am to confirm your attendance each week.

In addition, Khan Academy is a free website that can be used to refresh or increase your math skills:  
Khan Academy: [www.khanacademy.org](http://www.khanacademy.org)

Finally, NCC offers additional study resources related to mechanical reasoning and spatial relations on its website at [www.ncsquared.com/manufacturing-2000](http://www.ncsquared.com/manufacturing-2000). If you would like to use these resources but do not have access to a computer, please reach out to us. In addition, our tutor can assist with any questions related to the mechanical and spatial reasoning topics.



# Application for Admission to MANUFACTURING 2000 MACHINIST TRAINING

Please complete both sides of this application, using blue or black ink and printing clearly. Bring or mail your completed application to: Admissions Office, New Century Careers, 305 E. Carson St., Pittsburgh, PA 15219. Applications may also be emailed to sparks@ncsquared.com or faxed to us at (412) 258-6625.

## Personal Information

Name: Last	First	M.I.	Street Address:	
City:			State:	Zip:
Date of Birth: (MM/DD/YYYY)			Social Security Number:	
Cell Phone:		Home Phone:		Work Phone:
Email Address:				
Are you registered with selective services?			Are you authorized to work in the U.S.?	
I was referred to Manufacturing 2000 by a graduate. Please indicate their name: I was referred by another individual or group. Please indicate their name/agency:				
I have a state issued I.D. and am eligible to be present in a public school environment (EWCTC only)				

Please check here if you agree that we may share information about your application/enrollment with the referral source you listed

## Employment History

Please list your last three employers. Start with your **present** or most **recent** employer.

1. Date: (MM/YY) From To	Employer's Name and Phone Number:	
Position Held	Hourly Rate	Reason for Leaving
2. Date: (MM/YY) From To	Employer's Name and Phone Number:	
Position Held	Hourly Rate	Reason for Leaving
3. Date: (MM/YY) From To	Employer's Name and Phone Number:	
Position Held	Hourly Rate	Reason for Leaving

## Education/Military Experience - Please provide as much information as possible.

HIGH SCHOOL Name:		Location (City/State):
Years Attended (YY-YY):	Did you graduate?	List math, science, industrial arts, or similar courses completed:
COLLEGE Name:		Location (City/State):
Years Attended (YY-YY):	Did you graduate?	List math, science, industrial arts, or similar courses completed:
TRADE OR BUSINESS SCHOOL Name:		Location (City/State):
Years Attended (YY-YY):	Did you graduate?	List math, science, industrial arts, or similar courses completed:
MILITARY Name:		Location (City/State):
Years Attended (YY-YY):	Highest rank held:	List math, science, industrial arts, or similar courses completed:





# Demographic Data Sheet

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Please circle the information that applies to you. All information is confidential.  
Your answers will NOT affect your eligibility for the M2K program and are for data and funding purposes only.

1. Gender \_\_\_\_\_

2. Ethnicity – Please circle all that apply.

- a. American Indian or Alaskan Native
- b. Asian
- c. Black or African-American
- d. Hispanic/Latinx
- e. Middle Eastern or North African
- f. Native Hawaiian or other Pacific Islander
- g. White
- h. Bi-racial
- i. Multi-racial
- j. None of these apply to me.
- I identify as \_\_\_\_\_
- k. Prefer not to answer

3. Which County do you live in

\_\_\_\_\_

4. Age

- a. 18-20
- b. 21-25
- c. 26-44
- d. 45-51

5. Are you a veteran of the U.S. Military?

- a. Yes
- b. No

If Yes, please list branch

\_\_\_\_\_

6. Do any of the following apply to you?

If yes, please check all that apply.

- \_\_\_ English language learner
- \_\_\_ Have a disability or impairment
- \_\_\_ Are experiencing homelessness
- \_\_\_ Have ever experienced incarceration or arrest
- \_\_\_ Incarcerated within the past 180 days, on probation/electronic monitoring, or in alternative housing
- \_\_\_ Recently exited foster care

7. Household Income Range

- a. <\$15k d. \$30k-40k
- b. \$15k-\$19k e. >\$40k
- c. \$20k-\$29k

Household monthly income: \_\_\_\_\_

Source(s) of income: \_\_\_\_\_

Are you currently employed?

- a. Yes
- b. No

Have you recently lost your job or experienced a reduction in wages?

- a. Yes
- b. No

8. Are you the head of your household?

- a. Yes
- b. No

If no, what is the gender of the head of your household?

\_\_\_\_\_

9. Total number of people in your household:

\_\_\_\_\_

10. Are you a parent to one or more dependent children?

- a. Yes
- b. No

11. Do you have dependent children that live in your household?

- a. Yes
- b. No

If Yes, please list number

\_\_\_\_\_

12. Are you a recipient of SNAP (Supplemental Nutrition Assistance Program)?

- a. Yes
- b. No

Are you interested in applying for SNAP?

- a. Yes
- b. No

13. Were you on the BotsIQ team at your high school?

- a. Yes
- b. No



# TRAINING INNOVATION CENTER

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

## MANUFACTURING 2000 APPLICATION QUESTIONNAIRE

**Please write a few sentences for each question. One word answers will not be accepted.**

1. Tell us about who you are, what your strengths are, what your background is. Include all credentials, degrees, and certificates earned.

2. Do you have any background in machining/manufacturing? If yes, please explain. If no, what is your impression of machining/manufacturing?

3. What interests you about machining?

4. Why do you think this training is the right fit for you?

**Please indicate a first and second choice in the course selection below:**

Matching Class Options	Please check your class preference		Class Days and Times
DAY PROGRAMS	1st Choice	2nd Choice	
M2K – Pittsburgh (South Side) New Century Careers Training Innovation Center 305 East Carson Street Pittsburgh, PA 15219			Monday – Friday, 9:00 am – 3:00 pm Class duration: 4-6 months
EVENING PROGRAMS			
M2K – Latrobe Eastern Westmoreland Career & Technology Center 4904 Route 982 Latrobe, PA 15650			Monday – Friday 4:00 pm – 9:00 pm Please select the days/times you would like to enroll: <input type="checkbox"/> Monday 4-9 pm <input type="checkbox"/> Tuesday 4-9 pm <input type="checkbox"/> Thursday 4-9 pm Class duration depends on hours per week.

**PLEASE READ THE FOLLOWING AND SIGN BELOW:** I certify that the facts contained in this application are true and complete to the best of my knowledge, and I understand that, if accepted into Manufacturing 2000, falsified statements on this application shall be grounds for dismissal. Furthermore, I authorize investigation of all statements contained herein and authorize the information they may have, personal or otherwise, and release New Century Careers from all liability for any damage that may result from utilization of such information. I do hereby agree and authorize that any and/or all information provided on this application may be forwarded to partners associated with New Century Careers and Manufacturing 2000 to determine possible financial aid and/or funding available to cover costs associated with my training in their program.

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Signature

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Date