

APRIL 26-27, 2023

Registration
Required!

Michigan Construction Career Days

Help students explore and build their futures!

- learn from real construction professionals
- meet with Michigan colleges' and universities' construction related programs
- hands-on indoor and outdoor construction activities
- operate and experience heavy equipment

For event information, visit
www.michiganccd.com or contact: info@michiganccd.com

**Operating Engineers 324
Construction Career Center
275 E. Highland Rd., Howell, MI**

MASCI
MICHIGAN APPRENTICESHIP
STEERING COMMITTEE, INC



The Michigan Construction Career Days (MICCD) is free and open to all 7th-12th grade students, along with their instructors, administrators, and chaperones. Event registration is required.

Questions about registration? Contact ctt@mtu.edu or 906-487-2102.

Before MICCD: Planning for the event

For your information:

Note: A copy of the pertinent rules and recommendations is included on the Parent/Guardian Release Form.

- Dress code (required for participation)
 - Closed-toe shoes or boots only
 - No shorts or skirts
 - No excessively baggy clothing
- Hard hats (required for participation)
 - Will be provided. Must be worn at all times.
- Safe behavior
 - Chaperones must keep sight of students at all times. There are no warnings at MICCD: improper clothing or unsafe behavior will not be tolerated. Anyone acting in an unsafe manner will be escorted to the Central Construction Trailer and will stay there until the end of the event. Livingston County Sheriff's Office will be onsite at MICCD for security purposes.
- "Rain or Shine"
 - In the event of inclement weather, all students will shelter in the front building's info booth area and/or hallways, or the rear garage area if unable to get to the front building's info booth area.
- WATER & Lunch/Food
 - **Bring bottled water with you.** MICCD is an outdoor event. **Lunch will not be provided.** Lunches should be brought with you and NOT left on the bus. The lead chaperone from schools that have arranged for delivered lunches should meet the delivery person behind the main building. Limited seating is available.
- Restrooms
 - Portable restrooms are available throughout the MICCD site.
- Emergency Medical Services
 - Ambulance with two trained medical technicians available on-site, as well as a first aid tent.

Visit
michigancd.com for
event information.
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At MICCD: Arrival & Check-in

What you need for check-in:

- Busing Reimbursement Form - for schools only (if not submitted already)
- Parent/Guardian Release Forms (for each student)
- Demographic Survey

For your information



UPON ARRIVAL

Bus stops at Welcome Station or Drop-Off Site

The MICCD Welcome Guide will board your bus and will go over rules and safety information. At that time, the lead chaperone proceeds to the check-in area to submit required check-in forms.

Chaperones & student proceed to main building

Once the Welcome Guide is finished, chaperones and students will disembark their bus and proceed to the main building to receive hard hats and information packets.

Separate into groups and explore

Once chaperones and students separate into small groups consisting of 10 to 15 students and one chaperone (minimum), they proceed to the activity areas to explore on their own. The event is self-guided; the amount of time spent in each area is up to the small groups.



PARKING

Buses park after the chaperones and students have disembarked. Parking is available at the MICCD site. Buses will be directed to the parking area by the Welcome Guide.

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MICCD School Registration Form

(Homeschool & individual student registration on separate page)

Entry to the event is **FREE** for all Michigan 7th-12th grade students, instructors, administrators, and chaperones, but registration is required.

School name: _____
School district: _____
School address (number & street name): _____
School address (city, state, zip): _____
Contact name: _____
(Person who will receive all communication)
Contact's phone: _____
Contact's e-mail: _____

Number expected to attend:
Students: _____ Chaperones (1 per every 15 students): _____

Which day will your students attend?

- Wednesday, April 26, 2023 — 8:00 a.m. – 11:30 a.m.
 Wednesday, April 26, 2023 — 10:00 a.m. – 2:00 p.m.
 Thursday, April 27, 2023 — 8:00 a.m. – 11:30 a.m.
 Thursday, April 27, 2023 — 10:00 a.m. – 2:00 p.m.

Registrations require the approval of your school administrator.

Administrator's name: _____
Administrator's signature: _____

(Form must be signed by school administrator to confirm registration)

In-person registrations also require a Certificate of Liability Insurance. See example in registration packet.

The busing reimbursement form is optional.

Return completed registration form to the Center for Technology & Training at:

ctt@mtu.edu OR (fax) 906-487-3409

OR mail to: CTT/Michigan LTAP
Michigan Technological University
1400 Townsend Drive, 309 Dillman Hall
Houghton, MI 49931

**Registration
deadline:
April 14, 2023**

Visit michiganccd.com for event information. For inquiries, contact ctt@mtu.edu or 906-487-2102.

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MICCD Homeschool & Individual Student Registration Form

(School Registration on separate page)

Entry to the event is **FREE** for all Michigan 7th-12th grade students, instructors, administrators, and chaperones, but registration is required.

Student's name: _____

School (if applicable): _____

Home street address: _____

Home address (city, state, zip): _____

Parent / Guardian name: _____

Parent / Guardian signature: _____

Contact's phone: _____

Contact's e-mail: _____

Number expected to attend:

Students: _____ Chaperones (1 required): _____

Which day will your students attend?

- Wednesday, April 26, 2023 — 8:00 a.m. – 11:30 a.m.
- Wednesday, April 26, 2023 — 10:00 a.m. – 2:00 p.m.
- Thursday, April 27, 2023 — 8:00 a.m. – 11:30 a.m.
- Thursday, April 27, 2023 — 10:00 a.m. – 2:00 p.m.

Return completed form with copies of the health and insurance card covering the student and the driver's license for the parent/guardian bringing the student to the event to the Center for Technology & Training at:

ctt@mtu.edu OR (fax) 906-487-3409

*OR mail to: CTT/Michigan LTAP
Michigan Technological University
1400 Townsend Drive, 309 Dillman Hall
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Certificate of Liability Insurance for in-person school registrations

To complete your school registration, we need a certificate of liability insurance with information about additionally insured from your school district's insurance company. Your school administrator or principal can help obtain this document. Please look at the example below. The highlighted areas show verbiage that should appear on your certificate of liability insurance.

CERTIFICATE OF INSURANCE						
Insured <i>Insurance agency fills out this section</i>		THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.				
COMPANIES AFFORDING COVERAGE						
Insured <i>Insurance agency fills out this section</i>		A <i>Insurance agency lists company affording coverage</i>				
<i>Insurance agency lists any other second company</i>						
<small>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL TERMS, ENDORSEMENTS AND CONDITIONS OF SUCH POLICIES.</small>						
CO. LTR.	TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRATION DATE	LIMITS	
A	GENERAL LIABILITY <input type="checkbox"/> Comprehensive Form <input checked="" type="checkbox"/> Premises/Operations <input checked="" type="checkbox"/> Incidental Medical Malpractice Coverage <input checked="" type="checkbox"/> Products/Completed Operations <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> Independent Contractors <input checked="" type="checkbox"/> Broad Form Property Damage <input checked="" type="checkbox"/> Personal Injury		1/18	1/19	BI & PD COMBINED OCCURRENCE	\$1,000,000
					BI & PD COMBINED AGGREGATE	N/A
					PERSONAL INJURY OCCURRENCE	\$1,000,000
					PERSONAL INJURY AGGREGATE	N/A
DISPOSITION: Operating Engineers 324 Construction Career Center is hereby added as an additional insured for liability but only as respects to the activities performed by or on behalf of the named insured as it represents the District's use of facilities for Construction Career Days from April 26-27, 2023.						
CERTIFICATE HOLDER Operating Engineers 324 Construction Career Center 275 East Highland Rd Howell, MI 48843			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL endeavor to MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.			
AUTHORIZED REPRESENTATIVE <i>Signature of authorized representative from your insurance agency</i>						
PROPERTY/CASUALTY DEPARTMENT						Date

NOTE: for homeschool/individual students: Instead of the certificate of insurance, you are required to provide copies of the health and insurance card covering the student and the driver's license of the parent/guardian accompanying the student.

Return certificate of liability insurance and billing reimbursement form (if applicable) with your registration form to the Center for Technology & Training (Michigan Local Technical Assistance Program) at:

ctt@mtu.edu OR (fax) 906-487-3409

OR

mail to: CTT/Michigan LTAP

Michigan Technological University

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MICCD Busing Reimbursement

This year (2023), busing reimbursement checks will be sent to schools after the event concludes and all forms are received. There is a maximum of \$200 for reimbursement. You may submit your busing reimbursement form with your registration or bring it with you to the check-in station at the event.

Please note that busing reimbursements are only available to schools/school districts that are arranging for paid transportation. Because of the way funding is received for these reimbursements they are currently not available to for individual/homeschool registrations or anyone using personal transportation to travel to the event.

School name on the Registration: _____

Contact name: _____

Contact's phone: _____

Contact's e-mail: _____

Check made payable to (must be school/school district): _____

Check sent to:

Attn: _____

School District Name: _____

Street Address: _____

City, State, Zip: _____

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MICCD Parent/Guardian Release Form

Student name (please print)

I hereby grant permission to the school and/or event organizers to photograph and/ or videotape the above student for media and public relations purposes.

I understand that the school accepts full responsibility to supervise the students participating in the Michigan Construction Career Days (MICCD). MICCD organizers, exhibitors, and sponsors or their employees shall not be liable for any injury.

Parent/Guardian name (please print)

Parent/Guardian signature (please print)

----- (Return top portion) -----

Rules & Recommendations

Michigan Construction Career Days (MICCD) is a unique event that lets students see how they can get started with building their futures! MICCD features opportunities to learn from real construction professionals, indoor and outdoor exhibits on construction-related activities, and several acres of heavy equipment for hands-on learning. This event depends upon the safe behavior of every participant to ensure the day is safe and fun. Please read these rules and recommendations to make sure your child/minor is adequately prepared:

- Dress code (required for participation)
 - Closed-toe shoes or boots only
 - No shorts or skirts
 - No excessively baggy clothing
 - Hard hats will be provided and are required to be worn at all times.
- Safe behavior
 - There are no warnings at MICCD: improper clothing or unsafe behavior will not be tolerated. Anyone acting in an unsafe manner will be escorted to the Central Construction Trailer and will stay there until the end of the event. Livingston County Sheriff's Office will be onsite at MICCD for security purposes.
- "Rain or Shine"
 - If there is inclement weather, students will shelter in building areas or the rear garage.
- Water & Lunch/Food
 - Students should bring bottled water. Lunch is not be provided. Students should bring a lunch that can be carried with them (unless your school is planning to provide a lunch). Limited seating is available.
- Restrooms
 - Portable restrooms are available throughout the MICCD site.
- Emergency Medical Services
 - Ambulance with two trained medical technicians available on-site, as well as a first aid tent.

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MICCD Demographic Survey

Michigan Construction Career Days (MICCD) Center requests your help! Please let us know who is attending this event in order to help us improve upon it. Please fill out this form in its entirety before arriving at the MICCD event. Please turn in this form at check-in.

School:

County:

Students attending

Total: _____

Male: _____

Female: _____

Grade level of students attending

7th grade: _____

8th grade: _____

9th grade: _____

10th grade: _____

11th grade: _____

12th grade: _____

Race of students attending

African American: _____

Asian/Pacific Islander: _____

Hispanic: _____

Native American: _____

White (not Hispanic): _____

Thank you! Enjoy your time at MICCD 2023!

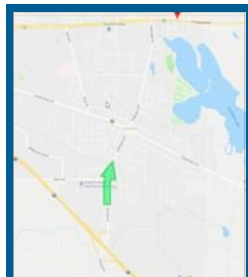
Return completed form at check-in.

MICCD Driving Directions

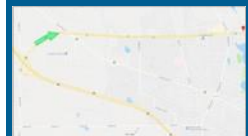
The Operating Engineers 324 Construction Career Center is located at 275 East Highland Road (M-59) in Howell, Michigan.

From Detroit Area:

- I-96 Westbound to Exit 137: Pinckney Road/D-19
- Exit north onto Pinckney Road/D-19 (turns into Michigan Avenue at Mason Road) to the 6th traffic light
- Turn right (east) onto M-59 (Highland Road)
- Go 1000 feet; turn left (north) into parking lot



Exit 137



Exit 133



Exit 67/Westbound M-59

From Lansing Area:

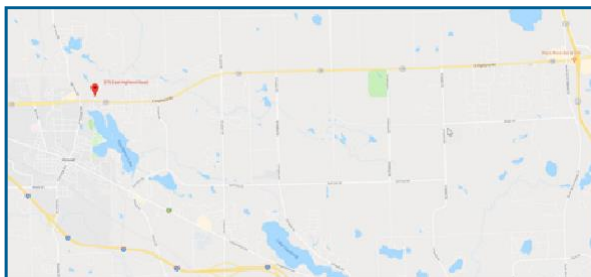
- I-96 Eastbound to Exit 133: M-59
- Exit east onto M-59 (Highland Road)
- Go 4 miles; turn left (north) into parking lot just past Michigan Avenue

From Pontiac Area:

- M-50 Westbound
- Approximately 8 miles west of M-59 and US-23 junction, turn right (north) into parking lot just before Michigan Avenue

From Flint Area:

- US-23 Southbound to Exit 67: M-59
- Turn right (west) and go 8 miles
- Turn right (north) into parking lot just before Michigan Avenue

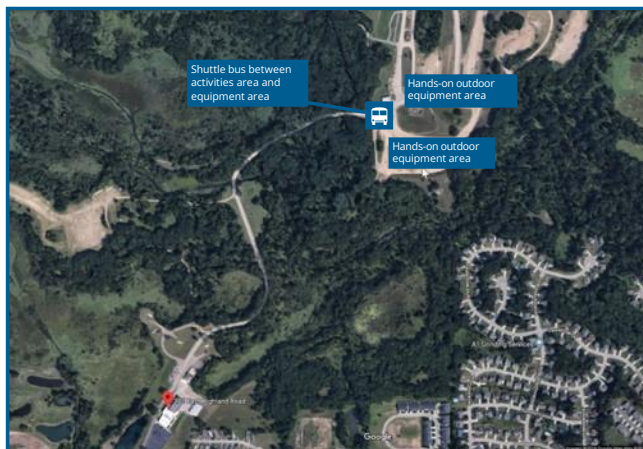


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Activity Layout

Operating Engineers 324
Construction Career Center
275 E. Highland Rd., Howell, MI



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