

M&E Solar Photovoltaic Installation is aimed at qualified domestic and commercial electricians who want to expand their knowledge and skills to include installation of Solar Photovoltaics.

SOLAR PHOTOVOLTAIC INSTALLATION COURSE: T51 – 3 DAY COURSE

A three-day course including assessment, focusing on the installation and commissioning of solar PV systems up to 5Kw.

Course dates

02. 03. 04 March 2010 - East Grinstead

27.28.29 April 2010 - Penkrudge

22.23.24 June 2010 - Barnsley

Objectives: At the end of the course delegates will:

- i. Have been given a detailed explanation of solar photovoltaic systems
- ii. Be familiar with the practical aspects of selecting, installing and commissioning solar photovoltaic systems
- iii. Have knowledge of the regulations and standards applicable to the installation and commissioning of Solar Photovoltaic systems
- iv. Be able to select, install, set to work and commission solar photovoltaic systems
- v. Be familiar with system design and integration

This course is provided jointly by the Education and Training Departments of the Electrical Contractors' Association (ECA) and the Heating and Ventilating Contractors' Association (HVCA).

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- **Standards and Regulations**
- **Health & Safety considerations**
- **AC & DC Theory**
- **Cell types and benefits**
- **Circuit Design**
- **System Design & Integration**
- **External & internal site survey requirements**
- **Setting to work & commissioning**
- **Servicing & Fault Finding**

Pre-requisites

Whilst there are no formal entry requirements, it is expected that delegates will have a good knowledge and understanding of electrical theory, preferably a current BS7671 award (17th edition), and City & Guilds 2391.

Assessment

Delegates will be required to complete a multiple choice assessment (pass mark 100%) and a practical assessment to verify the candidate is able to identify and commission solar photovoltaic systems and their components.

Noted exclusion from training and assessment:

This course is not intended to cover roof or access work in detail but does cover legislative requirements, risk assessment requirements and working at height requirements.

Wherever practical we recommend the use of an experience roofer to install the arrays (see

www.nfrc.co.uk) although the collectors will require connection at roof level by an electrician.

So those wishing to carry out this work should be comfortable and experienced working at height.

Accreditation

All solar photovoltaic courses are accredited by Logic Certification. This course is recognised by many of the competent person schemes.

Delegate rate

Examination fee: £49.00

ECA and HVCA Members: £480 + £49 (exam fee) + VAT = £621.58

ELECSA Members: £586 + £49 (exam fee) + VAT = £746.71

Non-Members: £690 + £49 (exam fee) + VAT = £868.33

Course cost includes a comprehensive training manual and registration fees

M&E Education and Training

ESCA House
34 Palace Court
London W2 4HY
Tel: 0845 872 5361
e-mail: eandt@eca.co.uk
www.mech-elec.org.uk



ECA AND HVCA WORKING TOGETHER





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- 02. 03. 04 March 2010 - East Grinstead
 - 27.28.29 April 2010 - Penkrigde
 - 22.23.24 June 2010 - Barnsley
- Please tick your required course date

Send to:
Course Co-Ordinator
ECA Education and Training,
 Short Courses, Camden House,
 Dudley Road, Off Dudley Road,
 Yarm Road Business Park,
 Darlington, Co. Durham, DL1 4GG

DELEGATE NAME

Mr/Ms/Dr/Other Forename(s) Surname

Date of Birth dd/mm/yyyy

COMPANY DETAILS

Contact name

Mr/Ms/Dr/Other Forename(s) Surname

Job Title Organisation

Mailing Address

Country Postcode

Telephone Fax e-mail

Please complete where applicable:

(please tick appropriate box):

- I am/ my employer is a member of the Heating & Ventilating Contractors Association (HVCA)
HVCA membership No
- I am/ my employer is a member of the Electrical Contractors Association (ECA)
ECA membership No
- I am not a member of any of the partner organisations and therefore pay the non-member's rate for the course
- I am/my employer is a member of ELECSA membership No.....

Full payment must be received before a place can be guaranteed. Under UK Excise Regulations, delegates from all countries are required to pay VAT on any course taking place in the UK. The total amount may be paid by (please tick appropriate payment box):

- Sterling Cheque or Draft drawn on a bank in the UK. I enclose my remittance, made payable to the Electrical

Contractors Association. for the sum of £ See overleaf for BACS payment information

- Visa / MasterCard/Euro Card/Diners Club (please circle).

card no

expiry date valid from Switch/Maestro/Solo/Delta issue no

Authorised code (ECA use only) Name of cardholder

Full address of cardholder (if different from above)

Signature Date

TERMS AND CONDITIONS

IMPORTANT INFORMATION FOR DELEGATES AND EMPLOYERS

1. How do I pay?

By cheque/postal order. A single cheque/postal order should accompany each booking. Corporate or block bookings for multiple delegates should be accompanied by a single company cheque covering all delegates. Cheques should be made payable to The Electrical Contractors' Association

BACS payments are available for corporate clients only. A BACS remittance advice or similar should accompany each application form

Bank details. National Westminster Bank Plc
Sort Code: 60-40-04. Account name: The Electrical Contractors' Association. Account number: 10889000

Cleared payment must be received four weeks prior to the start of the course. M&E Education and Training reserves the right to re-allocate course places if fees are not paid on time

In the event of late payment, M&E Education and Training reserves the right to charge interest on all outstanding amounts

Bookings will not be processed until cleared payment has been received. M&E Education and Training reserves the right to pursue its legal options in the case of default on payment, and to recover reasonable administration costs

2. What do the course fees include?

Joining instructions and directions to the venue will be dispatched approximately three weeks prior to the course start date

Course materials will be provided on the first day of the course

Where applicable, a short end-of-course assessment will be undertaken and a certificate provided on its successful completion. Failure to satisfy the assessment criteria will result in the issue of an attendance-only certificate

External certification fees for awarding bodies and other providers (eg, City & Guilds and IOSH) will be charged at cost, in addition to course fees, and are not refundable

3. What is expected of me?

It is the delegate's responsibility to ensure that the training course is suitable for his/her purpose. The trainer has the right to refuse entry to any delegate who fails to arrive at the correct venue, or on the correct date or time, or who in their opinion is unfit to take the course, or whose conduct or behaviour is disruptive.

The decision of the trainer on the suitability of a delegate to complete the course shall be final and binding.

4. What happens if I don't turn up?

Any delegate who fails to arrive at the correct venue, or on the correct date and time, will be deemed to have cancelled. Fees already paid will not be refunded and no alternative course dates will be offered

5. Can I rearrange or cancel a booking?

There will be no charge for substituting delegates for the scheduled course by prior arrangement however all substitutions must be made 2.5 weeks prior to the course start date, in order to meet examination registration deadlines.

Cancellations made four weeks (or more) prior to the course start date will attract no penalty, and 100% of course fees will be refunded

Cancellations made between two and four weeks prior to the course start date will attract a refund of 50% of course fees

Cancellations made within two weeks of the course start date will attract no refund

5. What happens if the course is cancelled?

M&E Education and Training reserves the right to:

- (a) alter course content without prior notice;
- (b) alter or cancel published dates, and change venues or lecturers without liability;
- (c) cancel a course at any time without liability – in which circumstances, delegates will be offered an alternative date or a full refund

The liability of M&E Education and Training, the Electrical Contractors Association (ECA) and the Heating and Ventilating Contractors' Association (HVCA) for any expense, loss, cost or damage of any kind whatsoever whether direct, indirect or consequential (apart from personal injury or death) arising out of any action or proceedings relating to any services or equipment provided in accordance with the course shall be limited to the total amount of fees charged in respect of the course

M&E Education and Training, the ECA and the HVCA are unable to offer refunds for cancellations arising from events that lie outside their control. These include adverse weather conditions, flooding and industrial action