

# Train-the-Trainer

**As ground source** heat pumps capture more of the HVAC market, the need for competent installers increases as an integral part of the growing geothermal industry. Regional trainers are essential if the industry is to provide the necessary GSHP installation workshops for people interested in becoming IGSHPA-accredited installers.

In IGSHPA's Train-the-Trainer Workshop, participants review all the skills involved in GSHP system installation and learn how to teach these skills to others. The five day comprehensive course is taught in conjunction with an Installers' Workshop. The first and second days of the course will cover adult education principles, and program and lesson planning. During the remaining days, trainees will practice presenting lesson plans, and will present a lesson in an actual installation workshop. Participants are taught how to use IGSHPA training aids, such as manuals, videos, sample curriculum, and transparencies used in IGSHPA workshops. With successful completion of the program, participants will receive IGSHPA training accreditation and be able to instruct installation workshops in their home areas.

Courses are taught by industry professionals with expertise ranging from GSHP system design to research. Each instructor is IGSHPA-accredited with years of teaching experience to share.

## Who should attend?

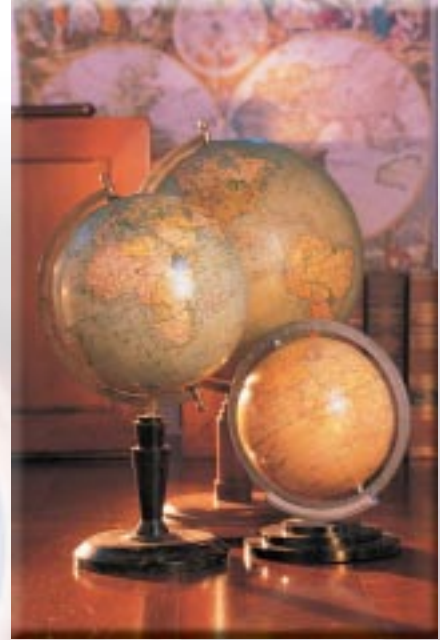
The Train-the-Trainer Program is designed for individuals who are already IGSHPA accredited installers, familiar with GSHP technology, and experienced in its installation and maintenance. Prospective trainers must be confident enough of their knowledge and skills to teach them to others.

## Topics

- Training Methods
- Adult Education Processes
- Design and Material Options
- Ground Heat Exchanger Design
- System Layout
- Pipe Joining Techniques
- Air and Debris Purging
- Soils and Rock Identification
- Pump and Fluid Selection

## Registration information

You must be an IGSHPA accredited installer to take the course. When you apply, your application will be sent to committee for review. If you are selected to be a course member, you will receive a letter of confirmation with agenda and hotel listings. Before securing travel arrangements, please check the agenda for class times. You will not be charged for registration until your application has been accepted.



## Accreditation

Upon passing the IGSHPA Installer's exam and successful completion of the training program, you will be issued IGSHPA accreditation as a trainer of IGSHPA installation workshops. You will receive a trainer's card and a certificate.

## Cancellation policy

The full tuition fee may not be refunded unless you notify IGSHPA.

**1-800-626-4747**

# Registration Form **Train-the-Trainer Workshop**

## Payment Information:

Name \_\_\_\_\_ Title \_\_\_\_\_

Payment Total \$ \_\_\_\_\_

Company \_\_\_\_\_

Check enclosed, US dollars, through a US bank

PO enclosed

Master Card

Visa

Address \_\_\_\_\_

Name as it appears on card \_\_\_\_\_

Address line 2 \_\_\_\_\_

Card Number \_\_\_\_\_ Expiration date \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_

Signature \_\_\_\_\_

## Return to:

International Ground Source Heat Pump Association

Oklahoma State University

1201 Innovation Way Drive, Suite 400

Stillwater, Ok 74074

Phone: 800-626-4747 Fax: 405-744-5283

Phone (include area code) \_\_\_\_\_ Fax (include area code) \_\_\_\_\_

Email \_\_\_\_\_ Web Address \_\_\_\_\_

### CLASS REGISTRATION

FEE EACH\*

TOTAL FEES

Train-the-Trainer Workshop - 4 days	\$1250.00		
Training dates requested _____ I have read and understand the accreditation policy I have enclosed my application			
*Includes shipping. Students registering less than 2 weeks prior to class & international students will pick up manuals at class. Breakfast, breaks & lunch included in fees		Total	

## Cancellation Policy

Train-the-Trainer Workshops - The full tuition will be refunded if you cancel your registration at least thirty (30) days prior to the first day of the confirmed workshop. The full fee will be charged if you do not attend and do not cancel the registration at least thirty (30) days before the workshop. You may not designate another individual as your substitute.