





# Lincoln Electric Service Training 2024 Schedule and Policies

COURSE NAME	DATE	LOCATION	CLASS #
 <b>LASF BASIC TECHNICIAN CERTIFICATION</b> (5 Day)	Jan 29-Feb 2, 2024	Cleveland, OH	LASF301_24_01
	Feb 26- Mar 1, 2024	Cleveland, OH	LASF301_24_02
	Aug 19-23, 2024	Cleveland, OH	LASF301_24_03
	Nov 4-8, 2024	Cleveland, OH	LASF301_24_04
 <b>LASF RE-CERTIFICATION</b> (3 Day)	May 21-23, 2024	Los Angeles, CA	LASF302_24_01
	Aug 6-8, 2024	Bloomfield, NJ	LASF302_24_02
	Sept 24-26 2024	Dallas, TX	LASF302_24_03
 <b>POWER WAVE/ INVERTER TECHNOLOGY</b> (4 Day)	June 4-7, 2024	Chicago, IL	PWAV301_24_02
	June 18- 21, 2024	Atlanta, GA	PWAV301_24_01
	Aug 27- 30, 2024	Fort Collins, CO	PWAV301_24_03
	Nov 5-8, 2024	Houston, TX	PWAV301_24_04
 <b>ENGINE DRIVEN TECHNOLOGY</b> (3 Day)	June 18-20, 2024	Cleveland, OH	ENG301_24_01
	July 16-18, 2024	Calgary, AB,CA	ENG301_24_02
 <b>ELECTRIC VEHICLE CHARGER TECHNOLOGY</b> (2 Day)	May 14-15, 2024	Cleveland, OH	EVCHAR301_24_1
	Sept 17-18 2024	Cleveland, OH	EVCHAR301_24_2

\*Schedule subject to change



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## Course Catalog

### **LASF Basic Technician Course** - (5 days) Course fee: \$500

Monday Thru Friday Class hours: 8:00am TO 4:30pm. If flying out of Cleveland, plan on a 7:00pm or later flight.

Repair technicians will be shown the fundamentals of conventional welder operation. The class will begin with basic theory and apply these theories to machines normally serviced by Lincoln Authorized Service Facilities (LASFs). The machines in this course will include transformer/rectifier and basic inverter style machines, as well as engine driven machines and wire feeders. At the conclusion of the course, the technician must achieve a passing grade of 70% on a test of the material covered. It is recommended that students bring a laptop computer for the class.

Class registration priority is given to LASF Technician candidates. Attendance in the Lincoln Authorized Service Facility (LASF) course does not guarantee approval to open or operate as a LASF.

All attendees are required to have a working knowledge of electrical theory and components. Classes open to all who pass the prerequisite test. Test can be found here: ["Take Entry Level Exam"](#)

### **LASF Recertification Training Course** - (3 days) Course fee: \$400

**This class is open to certified LASF technicians only**

Tuesday Thru Thursday, Class hours: 8:00am TO 4:30pm. If flying out of Cleveland, plan on a 7:00pm or later flight.

Repair technicians will be instructed on the newest products being released by Lincoln Electric. We will discuss theory and how it applies to these new machines. There will be extensive hands-on testing to familiarize the technician with these products. We will also discuss new developments within Lincoln Electric such as warranty and changes to the business processes that affect servicing Lincoln Electric Equipment.

### **Power Wave/ Inverter Technology Course** - (4 days) Course fee: \$400

**This course satisfies the requirement for recertification.**

This course is open to all interested technicians and customers. A strong electrical background is recommended. Technicians are advised to bring a laptop with administration rights to load and use Power Wave Manager and other Lincoln Electric diagnostic software.

Tuesday Thru Friday, Class hours: 8:00am TO 4:30pm. If flying out of Cleveland, plan on a 7:00pm or later flight.

Repair technicians will be instructed on the theory of Power Wave and Flextec Inverter machines and equipment. This class covers the fundamentals of these systems from manual to fully automatic processes. We also discuss the use of Power Wave manager to control these systems along with the process of software updating. There will be extensive hands-on testing. At the conclusion of this course the technicians must achieve a passing score of 70% on the end of course test of the material covered during the course.

Power sources and equipment covered in the 2024 course include: AC/DC 1000 SD, Maxsa 10, R450/S500, PIPEFAB system, Power Wave 300C, Power Feed 84, STT and Advanced Modules, Flextec 650X, Active8X Pipe.

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**THE LINCOLN ELECTRIC COMPANY**

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Phone: +1.216.481.8100 • [www.lincolnelectric.com](http://www.lincolnelectric.com)

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## Course Catalog

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### Engine Driven Technology Course - (3 days) Course fee: \$400

This course satisfies the requirement for recertification.

This course is open to all interested technicians and customers. A strong electrical background is recommended.

Tuesday Thru Thursday, Class hours: 8:00am TO 4:30pm. If flying out of Cleveland, plan on a 7:00pm or later flight.

Repair technicians will be instructed on the theory of Lincoln Electric engine driven welding power sources. This class will cover the theory of DC generators, AC alternators, and how this technology is used in these machines. There will be extensive hands-on training and testing. At the conclusion of this course the technicians must achieve a passing score of 70% on the end of course test of the material covered during the course.

Engine Driven Power sources and equipment covered in the 2024 course include: Dual Maverick 200/200X, Frontier 400X, Ranger 260/330 MPX, SAE 300 HE, Ranger 250GXT, Vantage 322, Classic 300 MP

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### Electric Vehicle Charger Technician Training Course - (2 days) Course fee: \$400

Repair technicians will be shown the fundamentals of on-site repair and replacement procedures for the Lincoln Electric VELION charging stations. The course covers the basics of the charging technology and how to perform on-site assessments of the condition of the equipment and troubleshooting procedures. There will be extensive hands-on training and testing

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### LASF Online Recertification system. – (90 days from start date) Course fee: \$400

This class is open **ONLY** to currently certified LASF technicians in need of recertification.

This use of this option will only recertify the technician for 1 year.

Repair technicians will be trained on an array of products being released by Lincoln Electric Co. The course will require the completion of 12 individual modules (approx. 20 minutes each) within a 90 day period. These modules will cover the theory of operation of various equipment as well as general specifications and information.

Upon completion of each module the technician will be tested and required to achieve a passing score of 80%. Students **MUST** complete all 12 modules within 90 days to receive credit for the class and recertification.

Eligible technicians are required to have access to the MYLINCOLN portal as well as an active, unique technician / student e-mail within the system. No group emails will be authorized.

If you are interested in completing your recertification using our new on-line training system, please email us at [Serviceschool@lincolnelectric.com](mailto:Serviceschool@lincolnelectric.com)

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# Overview

Welcome to the Lincoln Electric Service School. We offer Certification, Re-Certification, Power Wave/Inverter Technology and Engine Driven training for Service Shops and End Users of Lincoln Electric equipment.

All courses are conducted on a lecture-lab basis. Course capacity is limited and early registration is advised. Transportation will be furnished to and from Lincoln Electric each day to the Lincoln Electric authorized hotel Cleveland schools only. If you are staying in another location you will be responsible for your own transportation. Lunch will be provided by Lincoln Electric.

**Students attending the certification course are required to pass the pre-requisite prior to registration. Test can be found here:**

Click ["Take Entry Level Exam"](#)

## Registration

Registrations for All Service School classes are completed online at [www.lincolnelectric.com](http://www.lincolnelectric.com). Go to "Education, Click on training programs, Click on Corporate, Service School training.

A confirmation email is sent once registration is completed. Please note that classes fill up quickly. Register at least 6 weeks in advance of the course start date in order to ensure the best chance of getting into the class of your choice. Online class registration will be closed 10 days prior to class start date. Courses will be held once a minimum of six students enroll. Cancellations must be completed at least two weeks prior to the class start date. **Cancellations within two weeks from the course start date will be charged the full course fee.**

## Expenses

Students will be responsible for the registration fee, plus other items such as your hotel bill, meals (lunch will be included at no cost) and transportation to the city where the class is being held.

## HOTELS & LODGING SERVICES

It is necessary for you to make and confirm your reservation, as well as provide payment. Information pertaining to the hotel will be provided in the confirmation email you will receive upon registration.

# POLICIES

## ENTRANCE REQUIREMENTS

All attendees must be 18 years of age or older.

## CORPORATE LOCATION

Lincoln Electric Service School classes are conducted at The Lincoln Electric Company's

Welding Training and Technology Center at:  
22800 St. Clair Ave, Cleveland OH 44117.

Regional class location addresses are included with registration confirmation.

## LEGAL HOLIDAYS

The following are the recognized holidays on which the Lincoln Electric Service School is unavailable for specialized training:

- Good Friday
- Memorial Day
- 4th of July
- Labor Day
- Thanksgiving Day
- Christmas Day
- New Year's Day

The Lincoln Electric Service School will close for the last two weeks of December.

## BASIC ELECTRICAL SAFETY

Basic electrical safety training is the student employers' responsibility and needs to be completed prior to class.

## ATTENDANCE POLICY

Attendance will be taken at the start of each class. Our attendance policy is driven by the expectations of industry. While 100% attendance is ideal, students must be in attendance for at least 80% of each program attempted in order to successfully complete that program. In the event that you cannot attend class, you are expected to notify your instructor or the Lincoln Electric Service School coordinator immediately by phone or email or both. A student who fails to attend at least 75% of class in the attempted program will not receive their certificate of completion and will not be eligible for a refund. Leaving early and/or skipping class will also cause a student to be considered absent. Attendance is mandatory on the first day of class.

Exceptions to the above may be made at the instructor's discretion in the following cases:

- Catastrophic injury or illness that prevents you from attending class
- Death of a family member

## TARDY/MISSED CLASSROOM TIME POLICY

Our tardy policy is driven by the expectations of industry. Each class will begin promptly at the time specified on the schedule. Students are expected to be on time for class, both upon arrival in the morning and return from lunch in the afternoon. This means that students must be inside the classroom, prepared with all needed materials, when class starts. Students who are not on time will be considered tardy. In the event that you know you will be tardy due to an emergency, you are expected to notify your instructor or the Lincoln Electric Service School coordinator immediately by phone or email or both.

Consequences for tardiness include but are not limited too:

- 1st offense: Instructor issues verbal warning
- 2nd offense: Incident is recorded in student's profile
- 3rd offense: Student is dismissed from remainder of class and must reschedule at their own expense

The instructors may grant exceptions to the above, on a case-by-case basis, as they deem appropriate.

## TRAVEL

Please do not make any travel arrangements until your reservation for class has been confirmed. The Cleveland Hopkins International Airport serves the Cleveland area.

## CLOTHING

Casual clothes are acceptable. Please wear a shirt with sleeves, safety-toed footwear and long pants. Lincoln will provide other necessary PPE for lab activities. Failure to comply with the safety guidelines will result in removal from the class without refund or certification.

## NO SMOKING

The Lincoln Electric Company strictly prohibits smoking on company premises, including the Lincoln Electric Service School and training lab facilities and the parking lot.

## RESTRICTED AREAS

Unless accompanied by an instructor, all areas of the plant are off limits. Furthermore, the Lincoln Electric Service School or training labs should not be occupied unless accompanied by an instructor.

## PERSONAL CONDUCT

All participants are expected to conduct themselves in a respectable manner at all times. Misconduct such as fighting, use of illegal drugs or alcohol, or carrying of weapons will not be tolerated and will result in automatic dismissal from the Lincoln Electric Service School.

Deliberate damage, theft, or any vandalism to tools, equipment or facilities will not be tolerated and will result in automatic dismissal from the Lincoln Electric Service School. Students responsible for these offenses will not be eligible for a refund and will be prosecuted to the full extent of the law.

## CELL PHONES AND OTHER PERSONAL DATA DEVICES

Personal data devices and electronics must not be disruptive to the learning environment. Consistent with our company policy, personal data devices and electronics must be turned off during class. Students may be asked to leave the class if their personal data devices or electronics are disruptive or distracting. Personal data devices and electronics may not be used (or turned on) in work areas, including the Lincoln Electric Service School, production floor, laboratory and offices. Personal data devices and electronics may be used in the tunnel and cafeteria during your scheduled lunch period and before and after school.

## **PHOTO AND RECORDING POLICY**

*Pictures or videos may not be taken anywhere on company property with the exception of the Factory Showroom area. In addition, the use of audio recording devices is prohibited.*

## **PERSONAL BUSINESS**

*Appropriate time will be allotted throughout the course for conducting personal business. Lincoln Electric phones are for company business and therefore should not be used for personal calls. Make all personal calls using your personal phone.*

## **YOUR CERTIFICATE OF COMPLETION: A SOURCE OF PRIDE AND ACCOMPLISHMENT**

*Ask any of the graduates of the Lincoln Electric Service School about their training. They will tell you Lincoln Electric trained people have practical training as well as understanding of theory. Lincoln Electric Service School graduates have earned a tremendous reputation. The certificate of completion you receive will be proof of your accomplishments.*

## **DISCRIMINATION POLICY**

*Lincoln Electric Service School does not condone or practice discrimination of any kind pertaining to groups or individuals in regard to age, race, creed (religious affiliation), sex, ethnicity or social status. This basic principle is the foundation for an attitude that values and respects the dignity and worth of individuals within our academic community. This educational facility recognizes inclusive strategies for persons (individuals) with physical challenges, as long as they do not interfere with student's ability to be successful to complete and perform the functions of his/her training. This institution believes in and is committed to equal opportunity based on the fundamental reason that every person is valuable.*

*This position is based on the inherent worth of a living human being. We respect the rights of our students to realize their potential. Beyond this, we acknowledge that the individual has a right to make every effort to produce appropriate conditions for learning, working and striving to achieve one's own optimum usefulness in the work force and in society as a whole.*

## **INTELLECTUAL AND LEGAL PROPERTY RIGHTS POLICY**

*Refer to Authorized Service Facility Agreement for use of Proprietary Content.*

## **TUITION AND FEES**

*Tuition and fee charges are subject to change at the school's discretion. Any tuition or fee increases will become effective for the school term following student notification of the increase.*

## **PAYMENT PROCEDURES**

*Full tuition is due upon registration. The student will not be added to the class roster until payment has been made in full. We accept VISA and MasterCard.*

*Any questions regarding payment(s) can be directed to the Lincoln Electric Service School coordinator at [www.lincolnelectric.com/en/Education/Training-Programs/Corporate/Service-School](http://www.lincolnelectric.com/en/Education/Training-Programs/Corporate/Service-School)*

## **CANCELLATION AND SETTLEMENT POLICY**

*Your enrollment may be canceled within 2 weeks prior to class start date to receive a full refund of registration fee. The school will promptly refund in full all tuition paid pursuant to the registration and the refund shall be made no later than thirty days after cancellation.*

*This provision shall not apply if the student has already started the course.*

## **AGREEMENT FOR ALL COURSES**

*(1) A student who starts class and withdraws will be obligated for 100% of the course fee plus registration fee.*

*The school shall make the appropriate refund within thirty days of the date the school is able to determine that a student has withdrawn or has been terminated from a program.*

*Exceptions to the above may be made at the instructor's discretion.*

## **COMPLAINT OR GRIEVANCE PROCEDURE**

*All student complaints should be first directed to the school personnel involved. If a resolution is not satisfactory please contact the Technical Documents Group Leader.*

## **MEDICAL EMERGENCY**

*All medical emergencies must be reported using the appropriate procedures. If you or someone nearby experiences an injury or other medical emergency, immediately contact an instructor or use the nearest telephone to contact Lincoln Electric's emergency services by dialing 32222. Do not dial external emergency numbers. If you receive an injury that is not life threatening, please notify your instructor.*

## **OTHER EMERGENCIES**

*Lincoln Electric has an emergency plan in place, which will be explained to you at the start of the program.*



**Register online at:**  
[www.lincolnelectric.com/en/Education/Training-Programs/  
Corporate/Service-School](http://www.lincolnelectric.com/en/Education/Training-Programs/Corporate/Service-School)

**Entry Level Exam: [Click Here](#)**

**FOR ANY QUESTIONS PLEASE CONTACT OUR SERVICE SCHOOL COORDINATOR AT  
(216) 383-2310 or  
Toll Free (888) 935-3877**

