



## CBT Business Rules

Company Information:	
<b>Company Name</b>	- HollyFrontier Corporation
<b>Company Contact</b>	- Cody Fikes
<b>Phone Number</b>	- 210.861.7233
<b>Email Address</b>	- <a href="mailto:Cody.fikes@hollyfrontier.com">Cody.fikes@hollyfrontier.com</a>

Course Information:	
<b>Course Name</b>	- HollyFrontier ALKY Orientation – Cheyenne, WY
<b>Course Code</b>	- 24HFCHYA
<b>Course Price</b>	- \$22.00 (Members) / \$30.00 (Non-members)
<b>Course Length</b>	- 30 minutes
<b>Course Expiration</b>	- 1 year
<b>Passing Score Required</b>	- 80%
<b>Testing Opportunities</b>	- Unlimited
<b>Miscellaneous Course Info</b>	- The HollyFrontier Refinery site-specific was developed for contractors working at the HollyFrontier site in Cheyenne, WY entering into the ALKY unit.

Prerequisites:	
<b>Valid ARSC Card (BOP/BOPR)</b>	- No
<b>Social Security Verification (SSV)</b>	- Yes
<b>Other Courses</b>	- No
<b>Background Screen</b>	- No
<b>Medical Services</b>	- No

Other Items:	
<b>Reader Assistance</b>	- No
<b>Handouts</b>	- None
<b>ID Requirements</b>	- All Trainees: Valid U.S. Driver's License; Valid U.S. State or Federal-Issued Non-Driver Identification Card with Photo; or Valid U.S. Passport  First-Time Trainees at GCSC Facilities: Valid U.S. Driver's License; Valid U.S. State or Federal-Issued Non-Driver Identification Card with Photo; or Valid U.S. Passport and Original Social Security Card; U.S. State or Federal-Issued Photo Identification Containing Social Security Number; or Faxed or Emailed Letter on Company Letterhead.
<b>Course Exceptions</b>	- None
<b>Last Updated</b>	- 01/31/2019