Pre-apprenticeship Programs

(1) Pre-apprenticeship is a program designed to prepare under-represented, disadvantaged or low-skilled individuals to enter and succeed in a registered apprenticeship program and has a documented partnership with at least one, if not more, registered apprenticeship committee(s). In order to be used by a registered apprenticeship committee as a direct entry or preferred applicant source, a pre-apprenticeship program must be approved by the Council and incorporate the following elements:

(a) Council approved training and curriculum based on industry standards;

(b) Detailed recruitment strategies focused on outreach to under-represented populations;

(c) Provides assistance in exposing participants to registered apprenticeship programs and provides direct assistance to participants applying to those programs;

(d) Provides hands-on training to individuals in a simulated lab experience or through volunteer opportunities, when possible, neither of which supplants a paid employee but accurately simulates the industry and occupational conditions of the partnering registered apprenticeship sponsor(s) while observing proper supervision and safety protocols;

(e) Provides facilitated entry or articulation with one or more registered apprenticeship programs and where possible, has a formalized agreement with a registered apprenticeship program that enables individuals who have successfully completed the pre-apprenticeship program to enter directly into a registered apprenticeship program and/or include articulation agreements for earning advanced credit/placement for skills and competencies already acquired.

(f) Provide a letter of approval from one or more registered apprenticeship committee stating that the proposed pre-apprenticeship program will prepare individuals with the skills and competencies needed to meet the minimum entry requirements of the program and that upon completion, completing pre-apprentices will meet the minimum entry requirements, gain consideration, and are prepared for success in the program as a preferred applicant source.
(2) Written request for Council approval of a pre-apprenticeship program shall include the following information:

(a) Identification of the need for the pre-apprenticeship program and the target population served;

(b) A statement clearly describing the program and the organization sponsoring and operating the pre-apprenticeship training;

(c) A statement of program objectives, outcomes, participant competencies upon completion and benchmarks for success;

(d) A course outline providing an overview of the academic and manipulative portions of the program. Individual course descriptions, class hours and measurement tool(s) used to determine successful completion of classes should be provided in this section.

(e) A description of the training facilities used for pre-apprenticeship training.

(f) A list of the knowledge, skills and abilities required to be an instructor in this program.

(3) Pre-apprenticeship program sponsors agree to provide the Council with a list of pre-apprenticeship program graduates at least once every six (6) months indicating the names, addresses and other identifying information for program completers on a form designated by the Division.

(4) Upon due notice and a reasonable opportunity to show cause, the Council may revoke pre-apprenticeship program approval should it find that the program is not serving the intended purposes of the program in the best interest of registered apprenticeship.