

# Registered Apprenticeships and Industry-Recognized Apprenticeship Programs: Frequently Asked Questions

## I. REGISTERED APPRENTICESHIPS

### What is a Registered Apprenticeship?

- Registered Apprenticeship is an employer-driven training model that allows businesses to recruit and retain a highly-skilled workforce. This earn-and-learn-model also creates a career pathway for job seekers by combining on-the-job-training from an experienced mentor, wage increases tied to skill gain and national occupational credentials.
- In Florida, apprenticeships are registered by the Florida Department of Education, Office of Apprenticeship Section, which serves as the State Apprenticeship Agency (SAA) recognized by the U.S. Department of Labor to oversee apprenticeship programs that meet federal and state standards.

### What is the purpose and benefits of a Registered Apprenticeship program?

- As a time-tested workforce development strategy, Registered Apprenticeships formalize the way businesses recruit, train and retain employees. This helps employers refine hiring and training processes that increase productivity, employee retention and workforce quality.
- The [WorkforceGPS.org](http://WorkforceGPS.org) site, sponsored by USDOL, includes an [Apprenticeship Community](#) section that contains detailed information on benefits of Registered Apprenticeships

### What are the components of a Registered Apprenticeship program?

All Registered Apprenticeships consists of five core components:

- Business Involvement – Employers are the foundation of every Registered Apprenticeship program. They identify the skills and knowledge apprentices must learn and customize the model to meet their talent development and training needs. Employers may also choose to participate within an existing Registered Apprenticeship program or sponsor and develop their own Registered Apprenticeship program by working with the Florida Department of Education, Office of Apprenticeship Section.
- Structured On-The-Job Training (OJT) – Apprentices receive on-the-job training from an experienced mentor to master the skills and knowledge they need to become fully proficient at their jobs.
- Related Technical Instruction (RTI) – To complement on-the-job-training, apprentices receive related instruction offered by businesses or through local technical colleges, state colleges or apprenticeship training centers. This instruction focuses on the skills the employee needs to be successful. Instruction can be delivered in a classroom or online.

- Rewards for Skill Gains – As apprentices gain higher levels of skills, apprentices also receive structured wage increases that enhance employee satisfaction and retention.
- Nationally Recognized Credentials – Registered Apprentices who successfully complete their training and education receive a nationally recognized credential issued by the Florida Department of Education, Office of Apprenticeship Section, which signifies to employers that the apprentice is fully qualified for the job.

### **What is a sponsor of a Registered Apprenticeships program and who can be a sponsor?**

- A Registered Apprenticeship sponsor is an entity who is responsible for managing a Registered Apprenticeship program. The sponsor works with the Florida Department of Education, Office of Apprenticeship Section, reports on apprenticeship activities, and ensures apprentices receive the proper training as outlined in the standards of apprenticeship.
- Local workforce development boards, trade associations, educational institutions, community or faith-based organizations, women-only organizations, veterans' groups, and minority-only entities may sponsor Registered Apprenticeship programs.
- Florida employers and organizations interested in participating in existing Registered Apprenticeship programs or who wish to sponsor Registered Apprenticeship programs, should contact the Florida Department of Education, [Office of Apprenticeship Section](#). The Apprenticeship Section provides information about new and existing apprenticeship programs throughout the state. Sponsors of new programs define their own training standards with the assistance of an experienced Apprenticeship and Training Representative.

### **What is the length of a Registered Apprenticeship program?**

- On-the-Job Training (OJT) – The length of a Registered Apprenticeship program varies from one to five or more years. The length is dependent upon the occupational training requirements of the sponsor.

There are three primary Registered Apprenticeship training models. They are:

- Time-Based – Apprentices complete a required number of hours in OJT and RTI. (typically, 2,000 hours per year)
- Competency-Based – Apprentices progress at their own pace as they demonstrate competency and mastery of skills and knowledge through proficiency tests and applied practice validated by a journeyworker/mentor/supervisor/instructor. Typically, a Competency-Based apprenticeship program will be at least one year in length.
- Hybrid-Based – Apprentices in a Hybrid-Based program demonstrate competency within a minimum and maximum time range.

### **What is a Pre-Apprenticeship?**

- Pre-Apprenticeship is an organized program of instruction designed to prepare individuals, at least 16 years of age, to enter a program of study that prepares them for a Registered Apprenticeship program. A Pre-Apprenticeship program must be sponsored by a Florida-based Registered Apprenticeship program and registered with the Florida Department of Education, Office of Apprenticeship Section.

Pre-Apprenticeship programs may or may not include on-the-job-training and are designed to range in length from six months to a maximum of two years.

The program can be offered within a secondary or postsecondary educational school system, labor organization or in-house. The program may be offered to youth (16-23 years of age), adults (24 years of age or older), or a combination of both. Pre-Apprentices who complete the program receive a certificate from the Florida Department of Education and may be given advanced standing for entrance into a Florida-based Registered Apprenticeship program.

### **How can workforce programs support Registered Apprenticeship programs?**

- Workforce programs funded by the Workforce Innovation and Opportunity Act (WIOA) or the Trade Act (TAA) may provide support for Registered Apprenticeships through a variety of activities and funding tools including:
  - Assessment and Career Planning that helps identify if an individual is a good fit for an apprenticeship program and case management that identifies the service strategies and supports necessary to overcome any barriers to program entrance and completion.
  - Basic Skills Preparation, such as pre-vocational services, language skills, and job readiness provided under WIOA to prepare individuals to enter apprenticeship programs.

### **How can workforce funds be used for Registered Apprenticeship programs?**

- Pre-Apprenticeship programs may be funded to provide basic skills, work experiences and other support to help participants obtain skills needed to be placed into an apprenticeship.
- On-the-Job Training may fund a percentage of an apprentice's wages.
- Customized Training may fund a percentage of the related training instruction.
- Individual Training Accounts (ITAs) may fund the related training instruction.
- Registered Apprenticeship programs are automatically eligible to be included in the State's Eligible Training Provider List (ETPL).
- Incumbent Worker Training (IWT) may be used to fund the training of individuals already working with the employer.

- Supportive Services may fund the purchase of supplies needed for the job, as well as transportation and child care.
- Follow-up services may be provided to apprentices to help ensure they complete the program.

The availability of any of these options depends on local workforce development board policies.

### **Does the state offer financial support for Registered Apprenticeships?**

- Yes. The state supports the Related Technical Instruction (RTI) educational component of a Registered Apprenticeship program provided by a public educational institution through a payment formula based on classroom full-time equivalency.
- The apprentice does not pay for the training when a public educational agency provides RTI for a Registered Apprenticeship program.

### **Who oversees Registered Apprenticeship and Pre-Apprenticeship programs in Florida?**

- The Florida Department of Education, Apprenticeship Section, is authorized to implement and oversee Registered Apprenticeship and Pre-Apprenticeship programs for federal and state purposes.
- The State Apprenticeship Advisory Council represents the apprenticeship community, advising the Department of Education on matters relating to Registered Apprenticeship programs.

## **ADDITIONAL RESOURCES**

[Quick-Start Toolkit – Building Registered Apprenticeship Programs](#), published by the USDOL.

[Starting a Registered Apprenticeship Program – A Guide for Employers and Sponsors](#), published by the Urban Institute.

[Making ApprenticeshipsUSA Work for the Public Workforce System: Using workforce Funds to Support Apprenticeship](#), published by the USDOL.

## **II. INDUSTRY-RECOGNIZED APPRENTICESHIP PROGRAMS**

### **What is an Industry-Recognized Apprenticeship Program?**

- An Industry-Recognized Apprenticeship Program (IRAP) is a new, customizable apprenticeship model validated by a proven industry accreditor. IRAPs are being developed under the guidance of the USDOL in response to [Presidential Executive Order 13801 Expanding Apprenticeships in America](#). The USDOL provides information on how to start an IRAP at this website:

<https://www.apprenticeship.gov/industry-recognized-apprenticeship-program>.

### **What are the benefits of IRAPs?**

- The benefit to employers is a measurable return on investment by helping reduce turnover. For job seekers, this earn-and learn model provides a nationally recognized industry certification.

### **How can workforce programs support IRAPs?**

- Workforce programs funded by the Workforce Innovation and Opportunity Act (WIOA) or the Trade Adjustment Act (TAA) provide support to Apprenticeship Programs – Registered Apprenticeships *and* Industry-Recognized Apprenticeship Programs – through a variety of tools including:
  - On-the-Job Training (OJT) may fund a percentage of the apprentice’s wages.
  - Customized Training may fund a percentage of the related training instruction.
  - Individual Training Accounts (ITAs) may fund the related training instruction. While Registered Apprenticeship programs are automatically eligible to be included in the state’s Eligible Training Provider List (ETPL), IRAPs must meet the qualifications listed in WIOA.
  - Incumbent Worker Training may be used to fund the training of individuals already working with the employer.
  - Supportive services may fund the purchase of supplies needed for the job, as well as transportation and child care.

The availability of any of these options depends on local workforce development board policies.

### **ADDITIONAL RESOURCES**

[Training and Employment Notice No. 3-18 Creating Industry-Recognized Apprenticeship Programs to Expand Opportunity in America](#)