

# Apprenticeship: Learn & Earn

## What are apprenticeship programs?

Apprenticeship programs connect jobseekers who want to learn skills with employers who want to train workers in jobs that use those skills while paying the workers. Apprenticeship programs may last from one to four years. Apprenticeship programs combine on-the-job training at the job site with related classroom instruction at the: a) apprenticeship training center; b) local community college; c) job site. Apprenticeship programs are the normal career path for 15 types of jobs: Boilermakers; Brickmasons; Carpenters; Electricians; Elevator Installers/Repairers; Funeral Directors; Glaziers (glass install/repair); Mechanical Insulation Workers; Plumbers, Pipefitters, Steamfitters; Real Estate Appraisers; Reinforcing Iron/Rebar Workers; Sheet Metal Workers; Stonemasons; Structural Iron/Steel Workers; Terrazzo Workers/Finishers.



## What are the benefits of apprenticeship programs?

- **Paychecks.** Workers entering apprenticeships are paid for hours worked on the job and hours spent in classroom instruction. A beginning apprentice may earn from \$10 to \$15 per hour. As the apprentice's skills increase, the wage increases. The average wage for a journey-level worker (one who completed apprenticeship program) is about \$25 an hour.
- **Hands-on Job Training.** Apprentices receive on-the-job training in the different job tasks at the employer's job site from mentors (experienced workers who teach their job skills).
- **Transferable Classroom Training.** Classroom training in apprenticeship programs is intense (requires attention to instruction), technical, and earns credit that may be transferred to community colleges. In addition, classroom training is practiced by apprenticeship-learner the next day on the job.
- **Career.** Once apprenticeship program is complete, the worker is qualified for a successful, long-term, money-making career with no educational debt.
- **Certification.** At the end of the program, apprentices earn a Certificate of Completion issued by the Department of Labor or State Apprenticeship Agency. With this certificate, workers can go anywhere in the U.S. and get a job at a good wage.

## What is required to apply for an apprenticeship program?

- 1) You must be at least 18 years old with a high school diploma or equivalent.
- 2) You must turn in a copy of your high school and/or college transcript.
- 3) You may need to have completed algebra or English with a grade of "C" or higher.
- 4) You may be required to pass a drug test and physical exam to make sure you are physically able to do the job.
- 5) You may need to submit reference letters from two adults (not relatives) who have jobs and recommend you as an honest, dependable worker.
- 6) You may need to submit copies of your birth certificate and driver's license.
- 7) You may need a clean driving record.
- 8) Also, it is best to submit your resume.
- 9) You must pass tests in math (basic math and algebra) and English (to find out if you understand what you read).



Applicants who turn in all paperwork and pass all tests are given an appointment for an interview with the employer and the apprenticeship program supervisor. Qualified applicants are ranked on factors such as quality of paperwork submitted, test results, and interview performance. Qualified applicants are placed into the apprenticeship program as job openings occur. The wait for an apprenticeship job opening may last several weeks to two years. Qualified applicants are encouraged to keep their job until there is an opening in the apprenticeship program.



### How do I find an apprenticeship program so that I may apply?

Visit the website: [www.mynextmove.org](http://www.mynextmove.org). First: At the lower left side, click on the oval link that says “Registered Apprenticeship.” You will be shown a list of many apprenticeship programs. Again, the top 15 apprenticeship programs listed on page one of this lesson have the most openings. Some apprenticeship programs (such as “actors”) may never have an opening; whereas, the job of “electrician” has apprenticeship programs in most states. Second: Click on job (such as “electrician”), then scroll to the bottom left to view “Education.” You may click on “Find Training” to located colleges that train electricians. Third: Click on “Registered Apprenticeship” to find apprenticeship programs. Fourth: Select your state. Fifth: Click on “Find Apprenticeships” to see a list of apprenticeship programs.

### How do I contact apprenticeship programs to find out about openings?

Call the phone number listed on the website for the apprenticeship program. With clear voice and good English, say: “I am calling to ask about an opening in your electrician apprenticeship program. What are the qualifications for applicants, and how do I apply for your apprenticeship program?” Then with your best listening ears, listen to what is being said and take notes. If the apprenticeship program is near your home, visit the office in person instead of calling. Be sure to dress as if you are going to a job interview with neat, clean clothes of the same style that a worker in the job would wear. Be polite to every person you meet in the apprenticeship office because they are the people who help select applicants for openings.

### QUICK CHECK:

1. a) Apprenticeship programs connect jobseekers with whom? b) How long may apprenticeship programs last? c) What 2 things do apprenticeship programs combine? d) List 3 places where classroom instruction is located.
2. List 3 jobs for which apprenticeship programs are the usual career path.
3. a) How much may a beginning apprenticeship be paid? b) What is the average wage for a journey-level worker? c) Who are mentors?
4. When is the classroom training practiced by the apprenticeship-learner?
5. For what is the worker qualified after the apprenticeship program is complete?
6. a) Which 2 agencies issue the Certificate of Completion? b) With this certificate, where can the worker go to get a job at a good wage?
7. List 9 things applicants must or may be required to do to apply for an apprenticeship.
8. With what 2 people do applicants interview?
9. On what 3 things are applicants ranked?
10. How long may the wait for a job opening be?
11. What website may you visit to find a program?
12. Which programs have the most openings?
13. a) How do you contact apprenticeship programs to find out about job openings? b) Give an example of what you may say. c) What should you do if the apprenticeship program is near your home? d) How should you dress?
14. Why should you be polite to every person you meet in the apprenticeship office?
15. a) Would you like to join an apprenticeship program? b) Give a reason for your answer.
16. Which would you enjoy most: a) hand-on training at job site, or b) classroom instruction?