

# Teacher Registered Apprenticeship Common Terms

BASIC APPRENTICESHIP TERMS	
LABOR TERM OR EXPLANATION	EDUCATION TERM OR EXPLANATION
<p><b>Apprentice:</b> means a paid employee, who participates in structured on-the-job learning to prepare for a successful career apprentices earn a progressive wage as their skills and productivity increase.</p>	<p><b>Teacher Candidate or Resident:</b> these are individuals enrolled in a State-accredited teacher preparation program, that are placed in classroom settings, and work 1:1 with a lead teacher (journey worker/mentor) assigned by the school of placement.</p>
<p><b>Registered Apprenticeship Program (RA):</b> Registered Apprenticeship is an industry-driven, high-quality career pathway where employers can develop and prepare their future workforce, and individuals can obtain paid work experience, receive progressive wage increases, classroom instruction, and a portable, nationally-recognized credential. Registered Apprenticeships are industry-vetted and approved and validated by the U.S. Department of Labor (USDOL) or a State Apprenticeship Agency <a href="#">depending on the State</a>.</p>	<p>An individual employer (district or post-secondary institution) or employer/union partnership to provide the necessary preparation and related instruction (post-secondary institution program) and clinical experience for the apprentice(s) to fully meet the State’s licensure/certification requirements, which may be through a Teacher Residency, Teacher/educator Preparation or Grow your Own Program.</p>
<p><b>Journey worker / Mentor:</b> means an experienced worker who has attained a mastery level of skill, abilities and competencies required for the occupation and oversees and guides the work of the apprentice in the on-the-job placement.</p>	<p>This term refers to the fully qualified , <b>experienced and expert teacher</b> that will provide the on-the-job guidance and mentorship to an apprentice. In teacher preparation programs they are often called: <b>cooperating teacher, lead teacher, mentor teacher, or attending teacher.</b></p>
<p><b>Paid Job:</b> Registered Apprenticeships are jobs! Apprentices earn progressive wage as their skills and productivity increase.</p>	<p>Wages provided to the resident/teacher candidate/apprentice or teacher/journey worker. Wages must reflect at least minimum wage and increase at least once while training through the apprenticeship. All apprentices are employees. They may work part-time or full time to meet apprenticeship requirements. This may be combined with other financial and student support services necessary to complete the program.</p>
<p><b>Wage Schedule:</b> A progressively increasing schedule of wages to be paid to the apprentice consistent with the skill acquired. The entry wage must not be less than the minimum wage prescribed by the Fair Labor Standards Act, where applicable, unless a higher wage is required by other applicable Federal law, State law, respective regulations, or by collective bargaining agreement.</p>	<p>Wages must reflect a starting wage and a wage for a fully certified, entry-level teacher. All wage scales must be at least minimum wage and increase at least once during training. This wage scale may be aligned with school wage scales.</p>

<p><b>Structured On-the-Job Learning/Mentorship:</b> Registered Apprenticeship Programs provide structured on-the-job learning (OJL) to prepare for a successful career, which includes instruction from an experienced mentor. All apprenticeships must include at least 2000 hours or more of OJL. With advanced credit for OJL, an apprentice must complete at least 1000 hours under the mentorship of a fully qualified teacher to complete a registered apprenticeship program. Hours and competencies for OJL expectations vary by state and trade.</p>	<p><b>Clinical experiences/Student Teaching:</b> time spent in the placement working directly with the teacher-of-record. Clinical experiences provide fully supported, increasingly demanding opportunities to apply coursework and reflect on practice under direct supervision of the teacher-of-record that serves as the journey worker/mentor. This can be time spent directly with students or doing other aspects of the job like professional development, extracurricular activities, lesson planning, and parent communication as outlined in the collective bargaining agreement under the direct supervision of the journey worker/mentor. OJL is developed and outlined by the RA Sponsor, union, and other education stakeholders to meet local needs. Sponsors, but also individual employers, may provide OJL and mentorship for apprentices.</p>
<p><b>Supplemental Education:</b> Apprentices are provided supplemental classroom education based on the employers unique training needs to ensure quality and success. Supplemental providers may be part of or separate from the sponsor’s organization. Apprenticeships recommended 144 hours of instruction per year.</p> <p>Supplemental Instruction used to be called Related Technical Instruction (RTI) or Related Instruction.</p>	<p><b>Supplemental Education:</b> the classroom instruction required to successfully all meet state and teacher preparation program standards. The supplemental education requires enrollment in a State-accredited teacher preparation program for coursework. Instruction may be delivered in a classroom, through occupational or industrial courses, or by correspondence courses of equivalent value, electronic media, or other forms of self-study.</p> <p>Programs may use multiple instruction providers and can add instruction providers at any time.</p>
<p><b>Credentials:</b> Apprentices earn a portable, nationally-recognized credential within their industry, the USDOL Certificate of Completion of Apprenticeship.</p>	<p>Teacher Registered Apprenticeships are designed to fully meet state licensure and certification requirements and include additional industry-recognized, portable credentials to equip teacher apprentices with the skills and certifications they need to succeed.</p>

**APPRENTICESHIP STAKEHOLDERS**

<p><b>Registration Agency</b> means the Office of Apprenticeship or a recognized State Apprenticeship Agency that has responsibility for registering apprenticeship programs and apprentices; providing technical assistance; conducting reviews for compliance with 29 CFR part 29 subpart A, and part 30; and quality assurance assessments.</p>	<p><b>Credentiailling Agency</b> is the State Agency responsible for Teacher Certification or Licensure. Licensure and certification requirements should be embedded in the RA program standards.</p>
<p><b>Sponsor</b> means any person, association, committee, or organization operating an apprenticeship program and in whose name the program is (or is to be) registered or approved. Sponsors are fully responsible for the administration and running of the Registered Apprenticeship Program.</p>	<p>The organization committed to the coordination, administration, and oversight of all aspects of the apprenticeship program. This can be the employer, an educational institution, a labor-management organization, or another entity. They may assign duties to other partners; however, they are held accountable for upholding the components of apprenticeship outlined in federal law.</p>

<p><b>Union (State or Local Level)</b></p>	<p>To register a program, bargaining units should be engaged from the beginning of the registration process to avoid unintended conflict.</p> <p>The program should have 1) union partnership / support or 2) sign-off on the registration of the program.</p>
<p><b>Employer</b> means any person or organization employing an apprentice whether or not such person or organization is a party to an Apprenticeship Agreement with the apprentice.</p>	<p>In most teacher apprenticeships, individual K-12 schools or school districts may sign on to a Registered Apprenticeship Program as an employer to provide the apprentice with paid employment, on-the-job learning, and mentorship. Very often they are the beneficiary of a fully qualified teacher upon completion of the apprenticeship.</p>

## PROGRAM DELIVERY METHODS

<p><b>Time-based Approach</b> measures skill acquisition through the individual apprentice's completion of at least 2,000 hours of on-the-job learning as described in a work process schedule.</p>	<p><i>The determination of the appropriate approach for the program standards is made by the program sponsor.</i></p>
<p><b>Competency-based Approach</b> The competency-based approach measures skill acquisition through the individual apprentice's successful demonstration of acquired skills and knowledge, as verified by the program sponsor. Programs utilizing this approach must still require apprentices to complete an on-the-job learning component of Registered Apprenticeship. The program standards must address how on-the-job learning will be integrated into the program, describe competencies, and identify an appropriate means of testing and evaluation for such competencies.</p>	<p><i>The determination of the appropriate approach for the program standards is made by the program sponsor.</i></p>
<p><b>Hybrid approach</b> measures the individual apprentice's skill acquisition through a combination of specified minimum number of hours of on-the-job learning and the successful demonstration of competency as described in a work process schedule.</p>	<p><i>The determination of the appropriate approach for the program standards is made by the program sponsor.</i></p>

## TYPES OF PROGRAM SPONSORS

<p><b>Individual Non-Joint Program:</b> Programs are sponsored by one employer sponsor without union co-sponsor (if employees are represented by a union, the union can review and provide comments to the program)</p>
<p><b>Individual Joint Program:</b> Programs are co-sponsored by one employer along with the union which represents the employees.</p>
<p><b>Group Non-Joint Program:</b> Programs are sponsored by an association or group of employers without a union (if employees are represented by a union, the union can review and provide comments to the program).</p> <ul style="list-style-type: none"> <li>▶ An association or group of stakeholders serve as the administrators of the program.</li> <li>▶ Employers register under the sponsorship using the Employer Acceptance Agreement (Appendix D).</li> <li>▶ New employers can join or leave at any time.</li> <li>▶ Apprentices can work in any of the participating Employers and can rotate.</li> </ul>

**Group Joint Program:** Programs are sponsored by an association or group of employers with a union.

- ▶ Sponsors create a Joint Apprenticeship Training Committee (JATC) to serve as an advisory committee.
- ▶ Employers register under the sponsorship using the Employer Acceptance Agreement (Appendix D).
- ▶ New employers can join or leave at any time.
- ▶ Apprentices can work in any of the participating employers and can rotate.

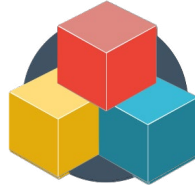
## APPRENTICESHIP REGISTRATION PROCESS

Registered Apprenticeship program development moves at the pace of the Program Sponsor



### Explore

Get to know apprenticeship, its benefits, and how different employers and sponsors are creating programs across industry and geography.



### Build

Understand your options, the steps involved in building an apprenticeship program, and the tools we offer to help you get started.



### Partner

Collaborate with apprenticeship representatives, workforce organizations, educators, and others to build your program.



### Register

Take advantage of benefits such as funding opportunities, tax credits, and no-cost technical assistance when you register your program.



### Launch

Recruit prospective apprentices, measure and monitor your program, and share your program success.

## Explore Registered Apprenticeship Today!

Want to learn more? Visit the U.S. Department of Labor's one-stop source for all things apprenticeship: [www.apprenticeship.gov](http://www.apprenticeship.gov) or email us at [apprenticeship@dol.gov](mailto:apprenticeship@dol.gov).

**APPRENTICESHIPUSA™**  
★★★