

Apprenticeship Sponsors registered with the US Office of Apprenticeship or another State Apprenticeship Agency may seek reciprocal approval from DLT so their apprentices may perform on-the-job learning hours in Rhode Island. This is essential to work in Rhode Island as an apprentice. Sponsors seeking reciprocal approval must meet Rhode Island wage and hour provisions and apprentice ratio standards.

DLT requires the following items submitted together to process your application. You may submit as one email including all attachments. Scanned copies of documents are acceptable. Incomplete submissions will be returned for you to complete.

Full Name of Apprentice (as it appears on the Apprenticeship Agreement) First Middle Last	Occupation
Sponsor & Mailing Address	
Is this a renewal of RI Apprenticeship recognition or a new application?	Renewal New application

1. EVIDENCE of CURRENT APPRENTICE REGISTRATION.

- OPTION 1: Apprentice RAPIDS Number _____ (NH, NJ, regional, & national registrations are in RAPIDS)
- OPTION 2: A copy of the signed Apprenticeship Agreement along with a valid apprenticeship card.

2. PHOTO ID. Driver’s license or other valid government-issued photo identification.

3. EVIDENCE THAT SPONSOR CAN MEET REQUIRED RATIO on the JOB in RHODE ISLAND

Attach **Company Ratio Sheet**. This lists employees with RI licenses, or for non-licensed trades a list of employees paid as journeyworkers in the trade, demonstrating the company meets RI ratio guidelines for the project where On-the-Job Learning will occur. <https://dlt.ri.gov/forms/#apprenticeship> - Look under “Sponsor Registration.”

4. EVIDENCE THAT SPONSOR MEETS RHODE ISLAND WAGE REQUIREMENTS

Demonstrate journeyworker wage and apprentice wage comply with Rhode Island Labor Laws.
[Link to prevailing wage schedules: https://sam.gov/content/wage-determinations](https://sam.gov/content/wage-determinations)

!! Reciprocal approval is valid for up to one year and can be renewed. There is no fee. The recognition is only valid while the individual remains registered as an apprentice. Apprentices in the licensed building trades will receive a Rhode Island Apprenticeship Card.

REGISTRATION AGENCY APPROVAL	
Signature	Date

@  **Contact Us**
Apprenticeship Office

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