

Apprenticeship Agreement



The sponsor and apprentice agree to the terms of the Apprenticeship Standards incorporated as part of this Agreement. Apprentice registration expires on the date printed on the Apprenticeship Card. The sponsor will not discriminate in the selection and training of the apprentice (29 CFR 30). This agreement may be terminated by either party, citing cause(s), with notification to the DLT Apprenticeship Office, in compliance with 29 CF 29.

PART A: TO BE COMPLETED BY APPRENTICE ← APPRENTICE

First and Middle Name	Middle Name or Initial	Last name	Suffix
Mailing Address		Telephone	Email
Social Security Number		Date of Birth (Mo/Day/Year)	Have you registered as an apprentice before? Yes No

PART B. TO BE COMPLETED BY SPONSOR FOR EACH APPRENTICE

Employer (If different from sponsor)	Apprentice's Entry Hourly Wage \$	Date Apprenticeship Begins
Credit for Previous Education (RTI Hours)	Advanced Placement for Previous Work Experience (OJL Hours)	Term Remaining (OJL Hrs.)

PART C. ITEMS FROM PROGRAM STANDARDS

Sponsor Program Number	Occupation	Interim Credential Yes No	
Sponsor Name, Address, Contact Person, Email, Phone	Instruction Provider	Apprentice Pays Course Costs Yes No	
	Instruction (Hrs)	Term (OJL Hrs)	
	Probationary Period Hrs	Ratio A:J	
Sponsor Designee to Receive Complaints	Apprentice Wages for Related Instruction Will be paid Will not be paid Paid and not paid	Instruction Provided During work hours Not during work hours Both during & not during	Requirements Time-based Competency Hybrid

WAGE PROGRESSION SCHEDULE

Periods	Entry	2	3	4	5	6	7	8	9	10	Completion
Milestones or Hours											
Wage % \$											

PART D. SIGNATURES The undersigned apprentice and sponsor have read and agree to the terms of this Apprenticeship Agreement.

Signature of Apprentice	Date	Signature of Parent/Guardian (if minor)	Date
Signature of Sponsor's Representative	Date	Signature of 2nd Sponsor's Representative (optional)	Date

TO BE COMPLETED BY THE REGISTRATION AGENCY – DLT APPRENTICESHIP OFFICE, 1511 Pontiac Ave. Bldg. 70, PO Box 20247, Cranston, RI 02920

Apprentice ID Number (from RAPIDS)	Signature (Registration Agency)	Date Registered
Cancel Date	Interim Credential	Completion Date
		Expiration Date

Apprentice must also complete page 2.

APPRENTICE REGISTRATION INSTRUCTIONS

APPLY FOR AID >	COMPLETE >	RAPIDS >	KEEP COPIES >	ORIENTATION >	CARDS
Apply for training funds before starting work. Email Lori Turchetta.*	Complete, sign, scan (300 ppi) Agreement. A photo is an alternative to scanning.	Sponsor registers Apprentice in RAPIDS and uploads image of signed agreement. dol.appiancloud.com	Sponsor & Apprentice keep copies of Agreement (p1).	View video. www.bfri.org/new-apprentice-orientation	Apprentices in the licensed building trades receive an Apprenticeship Card: Electricians, Plumbers, Mechanical Trades.
Employers apply for OJT funds before apprentice starts work.	Make sure you understand, initial, and date part F.				
Contact Lori Turchetta lori.turchetta@dlt.ri.gov					

* You may be eligible if you are dislocated from a higher paying job, receive public assistance, or are low income. WIOA funds can pay for tuition and books during your apprenticeship. Supportive services can reimburse for necessary work gear.

E. TO BE COMPLETED BY APPRENTICE ← APPRENTICE

Employment Status with Employer Is this apprenticeship a new job for you? Yes (New employee) No (Employee before applying for apprenticeship)	Did you complete a pre-apprenticeship? Yes No Name of Program:	Veteran Status (Mark all that apply) Non Veteran Veteran Non Veteran, Other Eligible Individual Veteran, Eligible
Sex (Mark one) Male Female Choose not to identify	Ethnic Group (Mark one) voluntary Hispanic or Latino Not Hispanic or Latino	Disability: Do you have a disability as defined in the Americans with Disabilities Act? (voluntary) Yes No No reply
Race (Mark one or more) voluntary American Indian or Alaska native Asian Black or African American Native Hawaiian or other Pacific Islander White Choose not to self-identify	Education Level (Mark highest one) Not high school graduate High School Graduate (including equivalency) Some College, No Degree Associate's Degree Bachelor's Degree Advanced Degree Beyond Bachelor's	

F. ACKNOWLEDGEMENT OF UNDERSTANDING ← APPRENTICE

*** Attention Apprentices, these are essential things for you to know ***

Apprentice registration is specific to this apprenticeship agreement with this sponsor. Apprentices in the license trades will receive an apprenticeship card by mail. The registration is valid until the expiration date for work with the employer listed on the card. If you do work for another employer, it is the responsibility of the apprentice and the new employer to submit a new apprenticeship agreement and to obtain a new apprenticeship card.

Apprentice Initials and date (required) Initials _____ Date _____

G. SUPPORTING DOCUMENTATION

- Copy of a valid US government or state issued photo ID, such as a valid driver's license (attach)
- Proof of course registration (attach)
- Advanced placement requires documentation of prior OJL or RTI hours (attach)