

Frequently Asked Questions: Registered Apprenticeship

I am in search of a Registered Apprenticeship position:

WHAT IS REGISTERED APPRENTICESHIP?

Registered apprenticeship is a proven, cost-effective system for training employees in a variety of occupations that require a wide range of skills and knowledge; it is an ideal way for employers to build and maintain a skilled workforce. Registered apprenticeship combines supervised on-the-job training with technical classroom studies in subjects related to the apprentice's chosen occupation.

WHO CAN BE A REGISTERED APPRENTICE?

Anyone can be a Registered Apprentice as long as they are at least 16 years of age and legally authorized to work, and are selected or already employed in an apprenticeable occupation with a Registered Apprenticeship sponsor. Restrictions may apply to individuals under the age of 18 in certain occupations; consultants are available to determine compliance in these employment situations.

HOW MUCH PAY CAN I EARN AS A REGISTERED APPRENTICE?

Registered Apprentices are paid according to a progressive wage scale determined by the employer, but must be paid at least Federal Minimum Wage. Most Registered Apprentices earn above minimum wage when they start and they receive incremental wage increases throughout their apprenticeship. Once an apprentice completes their program and earns journeyworker status, salaries vary by employer, industry and market factors. However, some industries provide salaries of \$50,000 or higher.

WHAT OCCUPATIONS ARE APPRENTICEABLE?

For a full and accurate listing of apprenticeable occupations, please visit the [United States Department of Labor \(DOL\) Office of Apprenticeship](#). For a listing of the [currently active apprenticeable occupations](#) in Virginia, please visit our web site. Any occupation on the US DOL list can be made apprenticeable in Virginia if it is not already.

CAN THE DIVISION OF REGISTERED APPRENTICESHIP PROVIDE ME WITH A REGISTERED APPRENTICESHIP JOB LISTING?

Yes and No. On our website you can find a [Listing of Employers](#) looking to hire apprentices in various fields. However, this listing is limited because employer participation is voluntary. For additional resources, you may use the following link: <https://www.vawc.virginia.gov/vosnet/Default.aspx> Private job websites such as Monster, Zip Recruiter and Simply Hired are also available.

CAN THE DIVISION OF REGISTERED APPRENTICESHIP PLACE ME IN A REGISTERED APPRENTICESHIP JOB OPENING?

No. The Division of Registered Apprenticeship regulates and oversees Registered Apprenticeship but does not serve as a job placement agency. As a potential apprentice, you still need to conduct a job search and locate potential employers. [The Virginia Employment Commission](#) is the job placement agency for the state; you may visit their web site.

CAN MY CURRENT EMPLOYER BECOME A REGISTERED APPRENTICESHIP SPONSOR?

Yes, if the occupation and your employer meet Registered Apprenticeship criteria. Please contact a [Registered Apprenticeship Consultant](#) in your area. You can find your local Registered Apprenticeship Consultant's contact information on the program page at our web site.

WHAT IS A JOURNEYWORKER'S CREDENTIAL?

Upon the successful completion of a Registered Apprenticeship, the registered apprentice is considered a journeyworker. A registered apprentice who completes both on-the-job training and the related technical instruction is given a journeyworker's completion certificate. This certificate, along with the journeyworker card means that they have achieved competencies in that occupation. A journeyworker's credential is a national credential, portable to all 50 states and in some cases, internationally.

AS THE APPRENTICE, DO I HAVE TO PAY REGISTRATION FEES? WHAT ABOUT OTHER COSTS TO EXPECT?

There is no cost to be a participant in Registered Apprenticeship; this is a state sponsored program. A registered apprentice may need tools, uniforms and materials related to the apprenticeship. Additionally, the registered apprentice may have to pay for the cost of related instruction; this will be discussed with your employer.

WHAT IS APPRENTICESHIP RELATED INSTRUCTION (ARI) AND WHO PAYS FOR IT?

Apprenticeship Related Instruction is instruction that corresponds to the apprenticeship occupation. Who pays for it depends on the employer. Some employers pay for the cost of ARI, some share the cost with the apprentice and some do not contribute to the cost of training. Your local Workforce Development Center may be able to assist individuals with the cost of ARI. This occupation related instruction is chosen by the employer and the apprentice together. On-line instruction may be available as well as traditional classroom styled delivery.

AM I ELIGIBLE TO BE REIMBURSED FOR TRAINING OR CLASSES I PAY FOR?

Consult with your employer as they may have an incentive program in place. The Division of Registered Apprenticeship does not have a reimbursement program.

I HAVE NO IDEA WHAT I WANT TO DO AS A CAREER, CAN YOU HELP ME?

Please visit [Onet Online](#) and [MyNextMove](#). ONet is a great resource that will detail what kind of education and training is required for an occupation. My Next Move is another great resource that will ask you a series of questions and identify possible occupations you may be suited for.

WHAT IF I DISCOVER THAT MY APPRENTICESHIP IS NOT REALLY SOMETHING THAT I AM INTERESTED IN, CAN I SWITCH OCCUPATIONS?

Contact your Registered Apprenticeship Consultant and make them aware of this. They will discuss options with you.

CAN TRAINING AND EDUCATION RECEIVED DURING MILITARY SERVICE OR PRIOR WORK EXPERIENCE BE CREDITED TOWARDS REGISTERED APPRENTICESHIP PROGRAM REQUIREMENTS?

This will be determined on a case by case basis with your employer. Our Registered Apprenticeship Consultants may be able to assist with guidance regarding your transcripts for review. We suggest if you are a Veteran, that you contact the [Department of Veterans Services](#) for information on maximizing your benefits. Additionally, this website may help you toward a degree with a [Virginia Community College](#):

CAN I USE VETERAN'S BENEFITS AS A REGISTERED APPRENTICE?

This will be determined with the assistance of the [Division of Veteran's Services](#).

WHAT ARE THE NEXT STEPS TO BECOMING A REGISTERED APPRENTICE?

Do what you can in your job search to learn about companies that offer apprenticeships in the occupation you are interested in. You may also contact the [Registered Apprenticeship Consultant](#) in your area and get more information on Registered Apprenticeship sponsors in your geographical area.

WHO CAN I CONTACT FOR MORE INFORMATION?

Contact the Registered Apprenticeship Consultant for your area or the Division of Registered Apprenticeship in Richmond, VA, or anyone at the [Headquarters office](#)

I am a Business seeking Registered Apprenticeship Info:

WHAT IS REGISTERED APPRENTICESHIP?

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WHAT IS THE COST TO REGISTER WITH THE DIVISION OF REGISTERED APPRENTICESHIP?

There is no cost to be a sponsor in Registered Apprenticeship; this is a state sponsored program.

WHAT ARE THE BENEFITS FOR EMPLOYERS/REGISTERED APPRENTICESHIP SPONSORS?

There are many benefits to employers however, paramount among them, is employee retention and a business's ability to clone their best workers. Additionally, participation is free and Registered Apprenticeship programs can be customized to industry needs.

WHAT IS AN APPRENTICEABLE OCCUPATION?

An apprenticeable occupation involves skills that are customarily learned through structured, on-the-job training while employed in that occupation. The occupation is clearly identifiable and recognized through an industry and most often involves manual, mechanical, or technical skills. Each occupation requires a minimum of 2000 hours of on-the-job work experience and related instruction hours each apprenticeable year to supplement the on-the-job work experience. There are approximately 300 approved and active occupations in the Commonwealth of Virginia and over 1300 throughout the United States. For a full and accurate listing of [apprenticeable occupations](#), please visit the United States Department of Labor (DOL) Office of Apprenticeship. For a listing of the currently [active apprenticeable occupations](#) in Virginia please visit our web site, Any occupation on the US DOL list can be made apprenticeable in Virginia if it is not already.

WHAT IS A REGISTERED APPRENTICESHIP SPONSOR AND HOW DO I BECOME A REGISTERED APPRENTICESHIP SPONSOR?

A Registered Apprenticeship Sponsor is an employer or business or association operating a Registered Apprenticeship Program. Each program is administered by the sponsor and registered in the sponsor's name.

WHAT IS APPRENTICESHIP RELATED INSTRUCTION (ARI) AND HOW CAN MY APPRENTICES RECEIVE ARI?

Apprenticeship Related Instruction is instruction that corresponds to the apprenticeship occupation. Apprenticeship Related instruction may be provided through high school, local community college, university, technical center, associations, specialized apprentice instruction, or sponsor delivered. Some more well-known methods for this instruction are with Joint Apprenticeship Training Committees; a union based program. Training is evolving as technology and business needs change. We will work to meet the needs of your company and industry.

CAN I OFFER PART-TIME REGISTERED APPRENTICESHIPS?

Yes. Although full time work is preferred, speak with your Registered Apprenticeship Consultant to make sure all requirements will be met. The term for completion will be extended as needed.

IS GRANT FUNDING OR INCENTIVE FUNDING AVAILABLE TO REGISTERED APPRENTICESHIP SPONSORS?

One-Stop Career Centers have access to federal Workforce Innovation and Opportunity Act (WIOA) funds that can be directed to supporting employer costs for Registered Apprenticeships for a broad range of occupations and industries. Additionally, there are specialized grants with our workforce partners. Those grantees will meet with you as requested. In 2018, for example, there are some opportunities in early childhood education, advanced manufacturing, information technology and pre-apprenticeship. Ask your Registered Apprenticeship Consultant for contact information.

I AM READY TO ADOPT THE REGISTERED APPRENTICESHIP MODEL. WHAT ARE THE NEXT STEPS?

Contact your local Registered Apprenticeship Consultant. Your [Registered Apprenticeship Consultant](#) will come to your place of business and explain the details of the program and help you with the steps to becoming a sponsor.

Youth Apprenticeship/Other FAQs

WHAT IS THE DIFFERENCE BETWEEN THE YOUTH REGISTERED APPRENTICESHIP (YRA) PROGRAM AND A REGISTERED APPRENTICESHIP PROGRAM FOR A YOUTH?

YRA is only for students who participate in CTE programs in their high school. A youth who is enrolled in a Registered Apprenticeship program follows the same curriculum as any Registered Apprenticeship program.

I HEAR THAT APPRENTICESHIPS ARE ONLY FOR UNION MEMBERS?

While many union programs do run Registered Apprenticeship programs in Virginia, most of the sponsors are private companies. The Department urges all employers, union, private, state and local government to take a new look at Registered Apprenticeship. It is an employment training model that delivers results.

I'M 61, RETIRED AND WANT TO LEARN A NEW OCCUPATION. IS THERE A MAXIMUM AGE FOR APPRENTICES?

If a Registered Apprenticeship sponsor hires you as an apprentice, we will register you. Minimum age is 16 and there is no maximum age in which to start an apprenticeship.

WHO ELSE IS USING REGISTERED APPRENTICESHIP IN VIRGINIA?

See our [website](#) for some examples.

HOW DOES REGISTERED APPRENTICESHIP BENEFIT THE COMMUNITY OR THE COMMONWEALTH?

Apprentices become tax-payers on day one. Strong apprenticeship programs help to keep youth in their rural communities. Strong programs send a strong message to those looking at Virginia for economic development expansion or relocation that we have an able workforce and a robust employment training model in Registered Apprenticeship.