Registered Apprenticeship Programs

and State Lists of Eligible Training Providers

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Workforce Innovation and Opportunity Act (WIOA) requires states to include interested Registered Apprenticeship (RA) program sponsors as Eligible Training Providers (ETPs).

Program sponsors are the entities that administer RA programs.

States are responsible for confirming RA sponsors’ interest in joining the state ETP list.

States are encouraged to work closely with the state apprenticeship office.
Benefits of RA Sponsors on ETP List

- Apprenticeship is an “earn and learn” model – provides a pathway to quality jobs for workers

- Including RA program sponsors on state ETP lists expands job seeker awareness of apprenticeship as a training option

- Having sponsors on state lists of ETPs allows workforce programs to directly support apprentices and apprenticeship sponsors
Requirements for RA Sponsors on ETP Lists

- All RA program sponsors interested in being added to a state’s ETP list must be included. However, RA program sponsors are not required to participate.

- RA sponsors are not subject to the same requirements as other ETPs – they do not have to provide the same performance or cost information required of other ETPs.

  For states that also have local ETP lists, the same statutory requirements apply (RA sponsors are not subject to the same requirements as other local providers)
**Steps to Include Registered Apprenticeship Sponsors on the State List of Eligible Training Providers**

1. Identify your state apprenticeship office: [www.doleta.gov/oa/contactlist.cfm](http://www.doleta.gov/oa/contactlist.cfm)

2. Work with state apprenticeship office to obtain a list of current RA sponsors in your state

3. Conduct outreach to current RA sponsors to determine their interest in joining the ETP list

4. Collect necessary information from interested sponsors

5. Add sponsor information to ETP

6. Publicize ETP list - at state level and through local workforce programs
Steps for States to Add RA Sponsors to ETP List

1. **Reach out to your state apprenticeship office.**
   Find your state’s contact at: 
   [www.doleta.gov/oa/contactlist.cfm](http://www.doleta.gov/oa/contactlist.cfm)

2. **Work with your state apprenticeship contact** to obtain a list of current RA sponsors in your state.
3. **Conduct outreach** to determine the interest of all registered sponsors in being added to the state ETP list.

Activities might include:

- Direct contact with sponsors
- Activities involving state apprenticeship office
- Collaboration with other partners – industry associations, state apprenticeship council, and others

[www.dol.gov/apprenticeship/toolkit/implement.htm](http://www.dol.gov/apprenticeship/toolkit/implement.htm)
Steps to Add RA Sponsors to ETP List

4. **Collect necessary information** from interested RA program sponsors.

**Required information includes:**

- Name and address of RA program sponsor
- Occupation(s) included in the sponsor’s RA program
- Name and address of education provider (if different from sponsor’s location)
- Method and length of instruction
- Number of active apprentices
5. Add RA program sponsor information to the state ETP list.

6. Publicize the ETP list – at the state level and in all local workforce programs.
• RA sponsors may remain on the state ETP list as long as they wish – as long as the program is registered with the apprenticeship system.

• Every two years, states must verify with the state apprenticeship office that RA sponsors on the ETP list continue to be registered.

• RA sponsors may request to be removed from the list at any time.
State ETP List Policies

- States are required to develop numerous policies to support their statewide workforce system, one of which is the ETP list policy.

- State ETP list policies should be explicit in terms of the exceptions for Registered Apprenticeship programs.

- State processes (and local processes where they exist) to add sponsors to the ETP list should *not* be laborious; the statutory intent is to have a process that makes it *simple* for every RA program to be part of the ETP list.
There are no performance expectations for Registered Apprenticeship sponsors and training providers specifically to encourage their participation in order to facilitate engagement with the Texas workforce system.

Boards may establish additional criteria and require higher levels of performance for programs other than Registered Apprenticeship programs.

Registered Apprenticeship programs are automatically considered an in-demand occupation if the program’s selection process is open.
Next Step for Texas

• The State of Texas is taking it a step farther by modifying their electronic application process beginning June 2016

► When a RA program sponsor uses the State’s on-line system to apply as a ETP, they will check a box indicating they are a program registered with USDOL

► Once submitted, the application SKIPS the local board review process and goes straight to the State Workforce Agency (Texas Workforce Commission)

► This will ensure the process is kept simple for RA programs
● “Registered Apprenticeship (RA) programs are exempt from performance and reporting-related requirements in order to enable these evidence-based programs to be placed on the statewide ETPL with minimal burden.”

● “All Registered Apprenticeship openings listed on the ETPL will automatically be considered as a statewide demand occupation for as long as the opening(s) remain unfilled.”

● “Note that Registered Apprenticeship programs, if openings for new apprentices exist in the local area, should automatically be considered in-demand training.”
To learn more about RA Programs and inclusion on the State ETP list, visit the “Registered Apprenticeship and ETP” web page at www.dol.gov/apprenticeship/toolkit/implement.htm

To learn more about how the workforce system can benefit from partnering with RA programs, visit the ApprenticeshipUSA Toolkit at www.dol.gov/apprenticeship/toolkit.htm

For federal policy guidance in this area, please see Training and Employment Guidance Letter 41-14, which can be accessed at http://wdr.doleta.gov/directives/corr_doc.cfm?DOCN=5816