

Appendix B

APPRENTICESHIP AGREEMENT

Apprenticeship Agreement
Office of Apprenticeship Training,
Employer and Labor Services

U.S. Department of Labor
Employment and Training Administration



Warning: This agreement does not constitute a certification under Title 29, CFR, Part 5 for the employment of the apprentice on Federally financed or assisted construction projects. Current certifications must be obtained from the Bureau of Apprenticeship and Training or the recognized State Apprenticeship Agency shown below. (Item 22)

OMB No. 1205-0223 Expires: 10/31/2003

Privacy Act Statement: The information requested herein is used for apprenticeship program statistical purposes and will only be disclosed in accordance with the provisions of the Privacy Act, as amended. (Privacy Act of 1974) (P.L. 93-579)

The program sponsor and apprentice agree to the terms of the Apprenticeship Standards incorporated as part of this Agreement. The sponsor will not discriminate in the selection and training of the apprentice in accordance with the Equal Opportunity Standards in Title 29 CFR Part 30.3, and Executive Order 11246. This agreement may be terminated by either of the parties, citing cause(s), with notification to the registration agency, in compliance with Title 29, CFR, Part 29.6

PART A: TO BE COMPLETED BY APPRENTICE. NOTE TO SPONSOR: PART A SHOULD ONLY BE FILLED OUT BY APPRENTICE

1. Name (Last, First, Middle) and Address (No., Street, City, State, Zip Code)	ANSWER BOTH A AND B (Definitions on reverse)	5. Veteran Status (mark one) <input type="checkbox"/> Non-Veteran <input type="checkbox"/> Veteran
2. Date of Birth (Mo., Day, Yr.)	4. a. Ethnic Group (mark one) <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino b. Race (mark one or more) <input type="checkbox"/> Am. Indian or Alaska native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or other Pacific Islander <input type="checkbox"/> White	6. Highest education level (mark one) <input type="checkbox"/> 8th grade or less <input type="checkbox"/> 9th to 12th grade <input type="checkbox"/> GED <input type="checkbox"/> High School Graduate
3. Sex (mark one) <input type="checkbox"/> Male <input type="checkbox"/> Female	7. Career Linkage or Direct Entry (mark one) (Instructions on reverse) <input type="checkbox"/> None <input type="checkbox"/> Youth <input type="checkbox"/> HUD/STEP-UP <input type="checkbox"/> School-to-Registered Apprenticeship <input type="checkbox"/> Adult <input type="checkbox"/> Job Corps <input type="checkbox"/> Dislocated Worker <input type="checkbox"/> Direct Entry: _____	
8. Signature of Apprentice _____ Date _____	9. Signature of Parent/Guardian (if minor) _____ Date _____	

PART B: TO BE COMPLETED BY SPONSOR.

10. Sponsor Program No. _____ Sponsor Name and Address (No. Street, City, County, State, Zip Code) _____	11a. Trade/Occupation (The work processes listed in the standards are part of this agreement) _____		
11b. Occupation Code _____	12. Term (Hrs., Mos., Yrs.) _____	13. Probationary Period (Hrs., Mos., Yrs.) _____	
14. Credit for previous experience (Hrs., Mos., Yrs.) _____	15. Term remaining (Hrs. Mos., Yrs.) _____	16. Date apprenticeship begins (Indenture date) _____	

17a. Related Instruction (number of hours per year) _____	17b. Apprentice wages for Related Instruction <input type="checkbox"/> Will be paid <input type="checkbox"/> Will not be paid	17c. Related Training Instruction Source _____
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18. Apprenticeship Wages: (Instructions on reverse)										
	Period 1	2	3	4	5	6	7	8	9	10
a. Term (Hrs., Mos., Yrs.)										
b. Percent										

18c. Journeyworker's or completion hourly wage \$ _____	18d. Apprentice entry hourly wage \$ _____
19. Signature of Sponsor's Representative(s) _____ Date Signed _____	21. Name and address of sponsor designee to receive complaints (If applicable) _____
20. Signature of Sponsor's Representative(s) _____ Date Signed _____	

PART C.: TO BE COMPLETED BY REGISTRATION AGENCY

22. Registration agency and address _____	23. Signature (Registration agency) _____	24. Date registered _____
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25. Apprentice Identification Number (Definition on reverse): _____
 For the Privacy Act, the Records Maintenance Authority and OMB Disclosure statements, see reverse side.

Item 4.a. Definitions:

Hispanic or Latino. A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

Item 4.b. Definitions:

American Indian or Alaska Native. A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

Asian. A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Black or African American. A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."

Native Hawaiian or Other Pacific Islander. A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White. A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Item 7. Instructions:

Indicate any career linkage (definitions follow) or direct entry. Enter "None" if no career linkage or direct entry applies.

Career linkage includes participation in programs that provided employment, training and other services to adults, youth and dislocated workers. Funds for these activities are provided by the U.S. Department of Labor/Employment and Training Administration to states and local communities.

Adult. Also includes individuals participating in Native American Programs, and/or Migrant and Seasonal Farmworker Programs.

Youth. Includes Youth ages 16-21 years, and other concentrated Youth programs in designated areas.

Dislocated Worker. Includes an individual that has been terminated or laid off and is unlikely to return to the industry or occupation. It also includes a displaced homemaker who has been providing unpaid services to family members in the home, is no longer supported, and is unemployed or underemployed.

Job Corps. Youth ages 16-24 years usually receiving services in a residential setting.

School-to-Registered Apprenticeship. Program designed to allow high school youth in the 11th and 12th grades to enter a Registered Apprenticeship program and continue after graduation with full credit given for the high school portion.

HUD/STEP-UP. Developed in conjunction with the U.S. Department of Housing and Urban Development (HUD). The program provides the actual apprenticeship experience and the framework for moving into high-skill Registered Apprenticeship.

Direct Entry. A graduate from an accredited technical training school, Job Corps training program or a participant in a military apprenticeship program, any of which training is specifically related to the occupation and incorporated in the Registered Apprenticeship standards. Also, fill in the name of the program.

Item 18. Instructions:

18.a. Term, sponsor enters in each box the apprentice schedule of pay for each advancement period.

18.b. Percent, sponsor enters, preferably, the percent of journeyworker's wage.

18.c. Journeyworker's wage, sponsor enters date and wage per hour.

18.d. Apprentice entry hourly wage, sponsor enters apprentice hourly wage.

Note:

18.a. The employer agrees to pay the hourly wage rate identified in this section to the apprentice each period of the apprenticeship based on the successful completion of the on-the-job training and the related instruction outlined in the Apprenticeship Standards. The period may be expressed in hours, months, or years.

18.b. The wage rates preferably are expressed in percent of journeyworker's wage, but may also be expressed in dollars and cents, depending on the industry.

18.c. If the employer is signatory to a collective bargaining agreement, the journeyworker's wage rate in the applicable collective bargaining agreement is identified. Apprenticeship program sponsors not covered by a collective bargaining agreement must identify a minimum journeyworker's hourly rate that will be the basis for the progressive wage schedule identified in item 18.c., of this agreement.

Example - 3 YEAR APPRENTICESHIP PROGRAM

Term	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6
hrs., mos., yrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.	1000 hrs.
%	55	60	65	70	80	90

Example - 4 YEAR APPRENTICESHIP PROGRAM

Term	Period 1	Period 2	Period 3	Period 4	Period 5	Period 6	Period 7	Period 8
hrs., mos., yrs.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.	6 mos.
%	50	55	60	65	70	75	80	90

Item 25. Definition:

The apprentice identification number is a unique number generated by the Registered Apprenticeship Information System (the OATELS' data-base), which is used to identify the apprentice. It replaces the social security number to protect the apprentice's privacy.

The collection and maintenance of the data on ETA-671, Apprenticeship Agreement Form, is authorized under the National Apprenticeship Act, 29 U.S.C. 50, and Code of Federal Regulations 29 Part 29.1. The data is maintained, pursuant to the Privacy Act of 1974 (5 U.S.C. 552a.), in a system of records entitled, DOL/ETA-4, Apprenticeship Management System (AMS), at the Office of Apprenticeship Training, Employer and Labor Services, Employment and Training Administration, U.S. Department of Labor. Data may be disclosed to a State Apprenticeship Council to determine an assessment of skill needs and program information, and in connection with federal litigation or when required by law.

Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Apprenticeship Training, Employer and Labor Services, 200 Constitution Avenue, N.W., Room N-4671, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0223).