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Circular 61-63

January 5, 1961

<p>U. S. Department of Labor BUREAU OF APPRENTICESHIP AND TRAINING Washington 25, D. C.</p>	<p>DISTRIBUTION A-H A-F</p>	<p>SUBJECT CODE: 431 Use of The Word APPRENTICESHIP</p>
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Purpose - To explain the preferred use of the word "apprenticeship" so that all BAT personnel will use it properly when referring to the Bureau's major function. Also to advise industry representatives, whom you contact, why we feel this uniform reference will enhance understanding of the National Apprenticeship Program.

Background - The Bureau and Department personnel as well as many in industry have referred to "apprenticeship" as apprentice training and/or apprenticeship training. It is felt that using the word "training" limits the reference to actual training on the job and in the classroom and does not include other phases involved in apprenticeship.

The word "apprenticeship" means all the fundamentals established by the Federal Committee on Apprenticeship, (including wages, hours, and working conditions) the method of operation and administration involved in producing a qualified journeyman, the standards established by the various JAC's as well as the guidance, counsel and support given by local JAC's and other groups.

Action desired - That all Bureau personnel when talking and/or writing about the National Apprenticeship Program and/or the objective that we are striving to achieve that they always refer to it as Apprenticeship. Also we should make an effort to influence all industry representatives working in apprenticeship that it would strengthen the program if they also would call the over-all program for apprentices to become qualified journeymen - APPRENTICESHIP.

Your cooperation by correct reference will not only be helpful, but greatly appreciated. It should also develop a better understanding of the National Apprenticeship Program.

It is expected that this elaboration on Circular No. 60-81, Code 431, will be effective.

Remember - it's APPRENTICESHIP

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