

APPRENTICESHIP

Apprenticeships began in the middle ages as a way for skilled craftsmen to control who entered and received education for their trades. Participating in an apprenticeship is an idea that is still in fashion. Guilds were groups of craftsmen who banded together to ensure proper training of their practitioners and guaranteed good wages for those who learned their skills. The method of an apprenticeship is alive and well. Bridgerland Technical College provides apprenticeship-related classroom instruction in a variety of crafts within the career fields of construction and manufacturing. Apprenticeship education is unique, because it combines paid on-the-job training by the employer and formalized work-related classroom instruction.

EARN WHILE YOU LEARN

Apprentices are paid on a progressive wage scale while participating employers (also known as sponsors) teach them leading edge, real-life work skills. These skills will enhance career success by helping to increase wages and opportunities for advancement.

EDUCATION METHOD

You will receive technical and practical training in high skill occupations through a registered apprenticeship. Registered apprenticeship is a highly flexible training model combining on-the-job training and related classroom instruction. Registered apprenticeship education will help students:

- Develop a successful career goal.
- Get paid while learning.
- Be well-trained in a career and not a dead-end job.
- Gain nationally recognized work credentials.

Find out more and get started on the path to a registered apprenticeship program at this web site: [Office of Apprenticeship](#)(OA)

In most apprenticeship programs two semesters are offered each year: fall semester and winter semester. Each course takes one semester to complete. You may enroll in only one apprenticeship course per semester; you are required to complete two courses per year.

Continuing your education and receive An AAS Degree.

AAS Degree in Apprenticeship through Salt Lake Community College

Electricians and plumbers can continue their education and receive an AAS degree by attending Salt Lake Community College throughout their apprenticeship. See BTECH's Apprenticeship Director for more details.

AAS Degree in Apprenticeship through Weber State University

By adding just eight classes—23 credit hours—to Bridgerland's apprenticeship training, you can now earn an Associate of Applied Science (AAS) degree through an educational agreement with Weber State University. For more information contact Geri Harames at (801) 626-7552, geriharames@weber.edu , or the administrative assistant, 801-626-6303 or [click here](#) to find more information.

CERTIFIED JOURNEY WORKER

Registered apprenticeships are formalized career training programs that offer a combination of structured on-the-job training and related technical instruction to employees. Apprentices train in occupations that demand a high level of skill. Apprenticeship training standards are industry-driven; an industry or program sponsor determines the skill requirements needed to build and sustain a quality workforce.

Apprentices work and learn under the direction of experienced journey workers. Over time, apprentices are provided the diversity and complexity of training that lead to becoming highly

skilled in their chosen occupations. As they gain skill, they are compensated through an increase in wages. When the apprenticeship is complete, the apprentice will be eligible for a Certificate of Completion of Apprenticeship from The United States Department of Labor.

To become a federally recognized and certified journey worker, an apprentice must complete these steps:

1. Students and their employer must register with the [Office of Apprenticeship](#)(OA)
2. Complete all required on-the-job and classroom training.
3. Meet the state and/or OA requirements.

For apprenticeship registration information contact:

Office of Apprenticeship

Robert "Bob" Couse, State Director couse.robert@dol.gov

Patsy Miller miller.patsy@dol.gov

125 South State Street

Suite 2412

Salt Lake City, Utah 84138

(801) 524-5452

To receive a Certificate of Completion from the Office of Apprenticeship and to be recognized as a certified journey worker, students must obtain an official college transcript as evidence of their training at the college and present it to their employer. Their employer must mail their college transcript and Application for Completion of Apprenticeship to the Office of Apprenticeship.

ELECTRICIAN AND PLUMBER LICENSE

Electricians and plumbers are required to obtain licensure through the Utah Division of Occupational and Professional Licensing. To obtain licensing information and an application, apprenticeship students need to contact:

Utah Division of Occupational and Professional Licensing

160 E. 300 South,

PO Box #146741

Salt Lake City, Utah 84114-6741

Phone: (801) 530-6396

www.dopl.utah.gov

STANDARDS AND EXPECTATIONS

The college maintains partnerships with local employers, and commits to providing students with the necessary job skills to become valued employees; the effort on our part facilitates specific expectations of our apprenticeship students. Thus, they are expected to:

1. Dress appropriately for their chosen occupation.
2. Conduct themselves in a professional manner.

Three vital expectations have been identified by local employers as valuable skills on the job:

1. Do things safely and complete class work and project assignments as instructed.
2. Put forth best effort every day on class work and project assignments.
3. Be on time every day and attend classes regularly.

CLASS ATTENDANCE

An apprentice must attend at least 81 hours of the possible 90 class hours each semester. This 90% attendance standard was established by employers and the Office of Apprenticeship. Any absences beyond this point will result in the student being issued a Fail (F) grade. Students will then be required to retake the course at their own expense.

The only excused absences are work-related absences. To be excused for work-related absences, a letter on company letterhead signed by the apprentice's immediate supervisor must be presented to the instructor before the end of the week that the class was missed. A maximum of three work-related absences per

semester will be excused. To be marked present, students must be in class during their scheduled time. Students are expected to verify their attendance weekly by checking with their instructors. The attendance rolls may be changed within seven days. If students have any questions regarding their attendance, they should see their instructor, or the apprenticeship program coordinator.

APPRENTICESHIP GRADING POLICY

A letter grade will be issued

To receive a credit grade for an apprenticeship course, students must:

- Maintain 90% attendance.
- Complete all course work within the designated time.
- Complete all written assignments and tests at 80% or higher.
- Complete all lab projects to instructor and blueprint specifications.
- Electricians and Plumbers must pass a Competency Exam at the end of each semester.

Fail (F) – If a student receives an incomplete grade, they must retake the course at their own expense. Apprenticeship students will receive an incomplete grade when they fail to meet any of the criteria listed above.

COMPLETION OF YOUR APPRENTICESHIP

Recognition and Certification

Apprentices that fulfill the on-the-job training and formalized work-related classroom instruction may go on to receive state licensure, national, and trade organization certification.

The skills acquired by completing an apprenticeship program are portable and transferable. They are based on state and national skill standards. These agencies define and certify the apprenticeship training:

- The Office of Apprenticeship (OA)
- Utah Division of Occupational and Professional Licensing (DOPL)
- Local employer advisory teams
- The Utah State Office of Education



To receive a Certificate of Completion from the Office of Apprenticeship and to be recognized as a certified journeyman, see information under Certified Journey Worker.

Electricians and Plumbers will be eligible to make application for the State of Utah Journeyman exam.



Invoice or Purchase Order Number: _____

Date: _____

COMPANY INFORMATION

Attach this voucher to either the *New Apprentice Related Instruction Enrollment Application* or the *Continuing Apprentice Related Instruction Enrollment Application* for each sponsored apprentice. Please complete all requested information.

Company Name: _____

Billing Address: _____

Company Representative – Accounts payable: _____

Company Phone Number: _____

Company Fax Number: _____

APPRENTICE INFORMATION

Each apprentice must complete a *New Apprentice Related Instruction Enrollment Application* or a *Continuing Apprentice Related Instruction Enrollment Application* each semester. Applications are available at www.btech.edu under Apprenticeship.

Sponsored employee(s) will be attending apprenticeship during the following:

- Fall Semester Winter Semester

Names	Bridgerland I.D. or S.S.#
1.	
2.	
3.	
4.	
5.	

(Attach additional names as needed)

BILL OUR COMPANY FOR THE FOLLOWING

- Tuition and fees for each semester(s) course (\$315)
 Books (current book prices are available at the Bridgerland Bookstore 435-753-6780)

Please Mail or Fax completed form to:

Bridgerland Technical College
 Attention: Registrar
 1301 N. 600 W., Logan, UT 84321
 Fax: 435-750-3046