

**State of Alaska**  
**Department of Labor and Workforce Development**

<b>Division:</b> Employment and Training Services	<b>Policy:</b> 07-525
<b>Subject:</b> Pre-Apprenticeship Definition	<b>Pages:</b> 2
<b>References:</b> <a href="#">Workforce Innovation and Opportunity Act Title 1 B (WIOA) of 2014, Section 681.480</a> ; <a href="#">Training and Employment Notice (TEGL) 13-12</a> ;	<b>Effective:</b> 2/4/2016
<b>Approved:</b>  Mike Andrews, Director	 Date

**1. Parties Affected**

This policy applies to Division of Employment and Training Services (DETS) staff and grant recipients receiving public funds from DETS.

**2. Background**

Quality pre-apprenticeship programs can play a valuable role in preparing qualified entry-level workers for Registered Apprenticeship careers while contributing to the development of a diverse and skilled workforce. Pre-apprenticeship training helps participants to meet entrance requirements for apprenticeship programs which will improve the quality of the workforce, reduce welfare dependency, increase economic self-sufficiency, meet skills requirements of employers, and enhance the productivity and competitiveness of the nation.

Pre-apprenticeship training should be a collaboration among:

- a) Registered Apprenticeship sponsors;
- b) Workforce development agencies;
- c) Economic development agencies;
- d) Business and industry partners;
- e) Labor management organizations;
- f) Community colleges and other education partners;
- g) Community and faith-based organizations; and,
- h) Advocacy organizations that represent underserved populations.

### 3. Policy

The Division of Employment and Training Services (DETS) staff and grant recipients of State and Federal funding should become familiar with pre-apprenticeship framework to support expanded partnerships between quality pre-apprenticeship programs and Registered Apprenticeship programs.

Pre-apprenticeship is defined as a program or a set of strategies designed to prepare individuals to enter and succeed in a Registered Apprenticeship program and has a formal, documented agreement with at least one or more Nationally Registered Apprenticeship program(s). A pre-apprenticeship program provides training to increase math, literacy, and other vocational skills needed to gain entry into a Registered Apprenticeship program. Elements of a pre-apprenticeship include:

- a) **Approved Training and Curriculum.** Training and curriculum based on industry standards and approved by the documented Registered Apprenticeship partner(s) that will prepare individuals with the skills and competencies needed to enter one or more Registered Apprenticeship program(s);
- b) **Strategies for Long-Term Success.** Pre-apprenticeship may be a strategy for WIOA Adult and Youth programs to increase Registered Apprenticeship opportunities for under-represented, disadvantaged or low-skilled individuals, such that, upon completion, they will meet the entry requirements, gain consideration, and are prepared for success in one or more Registered Apprenticeship program(s);
- c) **Access to Appropriate Support Services.** Facilitates access to appropriate support services during the pre-apprenticeship program and a significant portion of the Registered Apprenticeship program;
- d) **Promotes Greater Use of Registered Apprenticeship to Increase Future Opportunities.** To support the ongoing sustainability of the partnership between pre-apprenticeship providers and Registered Apprenticeship sponsors, these efforts should collaboratively promote the use of Registered Apprenticeship as a preferred means for employers to develop a skilled workforce and to create career opportunities for individuals;
- e) **Meaningful Hands-on Training that does not Displace Paid Employees.** Provides hands-on training to individuals in a simulated lab experience or through volunteer opportunities, when possible, neither of which supplants a paid employee but accurately simulates the industry and occupational conditions of the partnering Registered Apprenticeship sponsor(s) while observing proper supervision and safety protocols; and
- f) **Facilitated Entry and/or Articulation.** Formalized agreements exist with Registered Apprenticeship sponsors that enable individuals who have successfully completed the pre-apprenticeship program to enter directly into a Registered Apprenticeship program and/or include articulation agreements for earning advanced credit/placement for skills and competencies already acquired.