

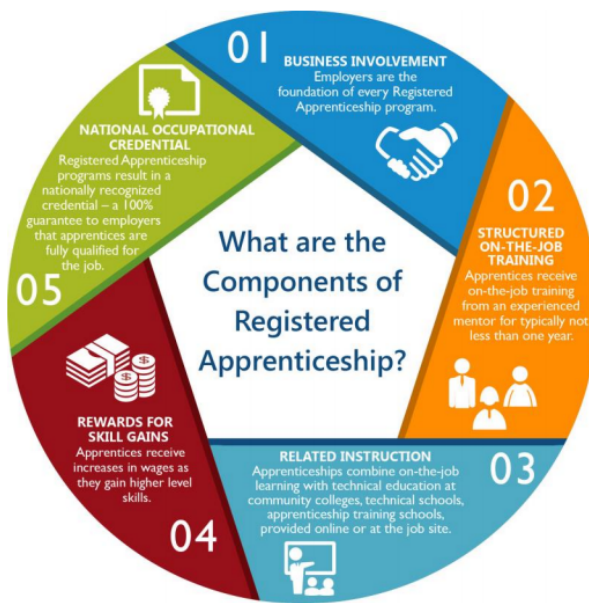
Registered Apprenticeships

FAQ

THE BASICS ABOUT APPRENTICESHIPS & REGISTRATION

What is an Apprenticeship?

Apprenticeships are a work-based learning model. They are commonly referred to as a 'learn and earn', where mentored on-the-job training is combined with relevant classroom instruction. The U.S. Department of Labor has five core components to meet quality standards for a registered apprenticeship:



How is apprenticeship different from other types of work-based training such as internships?

The apprenticeship training model is distinguished from other types of workplace training by several factors: (1) participants who are newly hired (or already employed) earn wages from employers during training; (2) programs provide on-the-job learning and job-related technical instruction; (3) on-the-job learning is conducted in the work setting under the direction of a mentor(s), one or more of the employer's personnel; and (4) training results in an industry recognized credential.

What types of companies can participate?

- Any company both union and non unionized can offer an apprenticeship program around an existing or new occupation within their company.
- The apprentice can be a new hire or a current employee.
- There is no minimum number of apprentices required.

What are the benefits to an employer?

- **Customized Training** resulting in highly skilled workers trained to employer specifications
- **Increased Productivity & Knowledge Transfer** resulting from on the job training and related classroom instruction
- **Enhanced Recruitment & Improved Retention** to create a stable talent pipeline for attracting and growing your own
- **Tax Credits** like the **Illinois Apprenticeship Education Expense Tax Credit** & other federal funding resources to offset costs

Who pays the apprentice?

An apprentice is considered an employee of the company and is compensated through the company's regular payroll.

HOW APPRENTICESHIPS BENEFIT COMPANIES

What are the costs involved to me as a business?

The two main costs are education & training. On-the-job training involves the cost associated with having a mentor, or senior level employee who oversees and manages the apprentice throughout the duration of the program. Related instruction can include college tuition costs, online subscription fees or labor time associated for an internal employee to deliver instruction. However, the benefit of having an apprenticeship far outweighs these costs. As such, ROI should be considered alongside the costs. Apprentices become more productive employees faster than other employees, which offsets the costs. Another aspect to consider is the cost associated with turnover if you choose not to offer an apprenticeship. The Aspen Institute produced a [cost analysis tool](#) to evaluate the actual costs a business incurs with turn over.

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How long does it take an apprentice to become productive and start earning money for me?

Apprentices are like any other employee—productivity comes with proficiency. Because they are mentored by high performing employees from your organization, following a structured program of skill development, apprentices become proficient faster.

If I offer my employees an apprenticeship, won't they just leave after I've invested in them?

If poaching is one of your concerns, then you are in good company with nearly half of U.S. employers. However, **research** has found that **94%** of apprentices continue employment after completing an apprenticeship. Why? The financial investment and mentorship. Apprenticeship training boosts employee loyalty and fosters an employee-centric workplace culture.

If I only have a couple employees to be apprentices, how can that be affordable?

In many cases, trade associations, community colleges, or even TWC can act as an intermediary so that small employers can aggregate their needs and reduce the management burdens of operating a training program. Employers can create and manage their own program or they can partner with an intermediary who offers apprenticeships. Intermediaries also handle all of the administrative requirements for managing an apprenticeship.

GETTING STARTED ON AN APPRENTICESHIP PROGRAM

Do I have to develop a program on my own, or are there other options for getting started?

Employers can create and manage their own program or they can partner with an intermediary who offers apprenticeships. Intermediaries handle all of the administrative requirements for managing an apprenticeship.

How long does it take to launch an apprentice program?

Each program is unique and depends on the specific classroom and on-the-job components. To offer an apprenticeship program working with an intermediary, you may be able to start more quickly by signing an agreement. To develop and launch a new program, an average timeline is about three months from conception to launch. This includes structuring the program, identifying mentors, seeking program approval and hiring the apprentices.

What does TWC bring to the table to support me?

TWC was awarded an apprenticeship expansion grant with the Department of Commerce & Economic Opportunity. Through this funding, an Apprenticeship Navigator is available to employers at no cost. This individual can provide 1:1 support needed to develop a customized apprenticeship model, as well as implement the program. They assist in the early stages of exploration, all the way through the implementation of your program, while ensuring you're aware of funding sources and resources to support you.

For more information, visit www.theworkforceconnection.org/apprenticeships/ or email BusinessServices@TheWorkforceConnection.org to get started!

