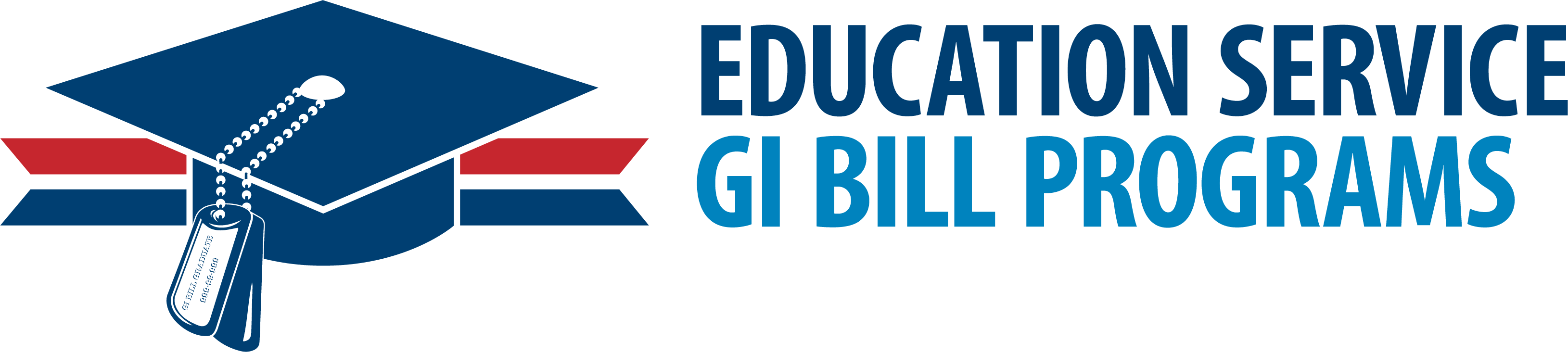
Connecting VR&E Participants to Registered Apprenticeship

A Desk Reference





*The LEAD WIOA Policy Development Center is led by Social Policy Research Associates and National Disability Institute and is fully funded  by the Office of Disability Employment Policy, U.S. Department of Labor, Contract No. 160DC-19-F-00341.*

# Contents

[Contents 2](#_Toc72153217)

[Introduction: Connecting Veteran Readiness and Employment to Registered Apprenticeship 4](#_Toc72153218)

[Registered Apprenticeship Basics 5](#_Toc72153219)

[What is Registered Apprenticeship? 5](#_Toc72153220)

[Five Components of Registered Apprenticeship 5](#_Toc72153221)

[Key Roles within Registered Apprenticeship Programs 6](#_Toc72153222)

[How are Registered Apprenticeship Programs Structured? 10](#_Toc72153223)

[Registered Apprenticeship Infrastructure 10](#_Toc72153224)

[Education and On-the-Job Training Structure 12](#_Toc72153225)

[Registered Apprenticeship Standards 13](#_Toc72153226)

[Registered Apprenticeship Benefits to VR&E 13](#_Toc72153227)

[Apprenticeship and Inclusion 14](file:///X:\PROJECTS\1288%20ODEP%20WIOA%20Policy%20Development%20Center\2.%20Capacity%20Building%20and%20Knowledge%20Translation\VRE%20Apprenticeship\02%20Training\Desk%20Reference\VRE%20Apprenticeship%20Desk%20Manual_May%202021_short.docx#_Toc72153228)

[Registered Apprenticeship and VR&E Processes 16](#_Toc72153229)

[Assessment and Planning 17](#_Toc72153230)

[Suitable Employment Research 17](#_Toc72153231)

[Searching for Registered Apprenticeship Opportunities 18](#_Toc72153232)

[Search Tools 18](file:///X:\PROJECTS\1288%20ODEP%20WIOA%20Policy%20Development%20Center\2.%20Capacity%20Building%20and%20Knowledge%20Translation\VRE%20Apprenticeship\02%20Training\Desk%20Reference\VRE%20Apprenticeship%20Desk%20Manual_May%202021_short.docx#_Toc72153233)

[Apprenticeship.gov 18](file:///X:\PROJECTS\1288%20ODEP%20WIOA%20Policy%20Development%20Center\2.%20Capacity%20Building%20and%20Knowledge%20Translation\VRE%20Apprenticeship\02%20Training\Desk%20Reference\VRE%20Apprenticeship%20Desk%20Manual_May%202021_short.docx#_Toc72153234)

[State Apprenticeship Websites 18](file:///X:\PROJECTS\1288%20ODEP%20WIOA%20Policy%20Development%20Center\2.%20Capacity%20Building%20and%20Knowledge%20Translation\VRE%20Apprenticeship\02%20Training\Desk%20Reference\VRE%20Apprenticeship%20Desk%20Manual_May%202021_short.docx#_Toc72153235)

[WEAMS and GI Bill Comparison Tool 18](file:///X:\PROJECTS\1288%20ODEP%20WIOA%20Policy%20Development%20Center\2.%20Capacity%20Building%20and%20Knowledge%20Translation\VRE%20Apprenticeship\02%20Training\Desk%20Reference\VRE%20Apprenticeship%20Desk%20Manual_May%202021_short.docx#_Toc72153236)

[RAP Eligibility for VA Education Benefits 18](#_Toc72153237)

[Understanding RAP Requirements for Suitability and Application 19](#_Toc72153238)

[Active Training and Individual Work Readiness Plan (IWRP) Implementation 20](#_Toc72153239)

[Supporting the Pathway to Apprenticeship 20](#_Toc72153240)

[Supporting a Veteran or Servicemember Who Is or Who Has Become an Apprentice 22](#_Toc72153241)

[Enrollment and Progress Documentation for Apprentices using VR&E 23](#_Toc72153242)

[Job Ready Services – A Win, Win, Win 24](#_Toc72153243)

[Ideas for Next Steps 25](#_Toc72153244)

[Resources 25](#_Toc72153245)

[Useful Web Resources 26](#_Toc72153246)

[Apprenticeship Information 26](#_Toc72153247)

[Leveraging Partners to Support Apprenticeship 27](#_Toc72153248)

[Labor Market Information for Apprenticeship 27](#_Toc72153249)

[Equal Employment Opportunity (EEO) Information for Apprenticeship 27](#_Toc72153250)

[VR&E Resources 28](#_Toc72153251)

[M28C, Vocational Rehabilitation and Employment Service Manual 28](#_Toc72153252)

[Terms and Acronyms 30](#_Toc72153253)

[Appendix A: Chapter 31 vs. Chapter 33 Benefits 32](#_Toc72153254)

# Introduction: Connecting Veteran Readiness and Employment to Registered Apprenticeship

Since 1995, the Veterans Benefits Administration’s Veteran Readiness and Employment (VR&E) and United States Department of Labor (USDOL) Veterans’ Employment and Training Service (VETS) have maintained a joint work group (JWG) to address Veterans’ employment issues and to take on special initiatives. In February 2020, USDOL’s Office of Disability Employment Policy (ODEP) and the Employment and Training Administration’s Office of Apprenticeship (OA) joined the JWG to launch a special project focused on increasing the number of VR&E Veterans and Servicemembers participating in Registered Apprenticeship programs (RAPs).

Over the last decade, the federal government, as well as states, employers, and philanthropic organizations, have invested heavily in the development of apprenticeship programs in new sectors and occupations. Today, there are tens of thousands of RAPs nationally in sectors such as information technology (IT), healthcare, advanced manufacturing, hospitality, and logistics. As 60% of transitioning Servicemembers do not hold a degree higher than a high school diploma, registered apprenticeship, which boasts a retained employment rate of 94% and an average starting wage post-completion of $70,000[[1]](#footnote-1), is an exciting opportunity for the Veteran and Servicemember community.

To support the transition of more VR&E participants into RAPs, the combined workgroup developed a set of trainings and resources for VR&E counselors and employment coordinators that focus on:

* Educating VR&E counselors and employment coordinators on the apprenticeship model and the benefits and opportunities for Veterans and Servicemembers with service-connected disabilities, specifically.
* Encouraging partnership between VR&E and regional workforce and apprenticeship partners.
* Training VR&E staff on how to enroll VR&E participants in RAPs in accordance with the VR&E M28C.

This Desk Reference is meant to accompany a set of webinar-based trainings on the same topics. The information contained in this guide replicates the information contained in the recorded trainings and also includes a list of resources, a glossary of terms and acronyms, and an Appendix with more information on Chapter 31 and 33 benefits.

If you have questions regarding this training or about connecting to Registered Apprenticeship in your region, please contact your VR&E manager or Field Liaison.

# Registered Apprenticeship Basics

## What is Registered Apprenticeship?

Registered Apprenticeship is a proven model of job preparation that combines paid, on-the-job learning (OJL)[[2]](#footnote-2) with classroom instruction to progressively increase workers’ skill levels and wages. It is a business-driven model that provides employers with a way to recruit, train, and retain highly skilled workers. It also allows employers to develop and apply industry standards to training programs, thereby increasing productivity, safety, and the quality of the workforce.



Paid Job

Education

Credentials

While programs can look different across occupations, sectors and employers, all Registered Apprenticeship programs have five core components that make them a Registered Apprenticeship – direct employer involvement, structured and supervised OJL, related technical instruction (RTI) or classroom learningprogressive wages for skill attainment, and a national occupational credential.

### 

### Five Components of Registered Apprenticeship

1. Employer Involvement

Employers are the foundation of every RAP, and the skills needed by these employers for workforce success form the core of the model. Businesses must play an active role in building RAPs and are involved in every step of their design and execution.

1. Structured and Supervised On-the-Job Learning (OJL)

Every RAP includes structured and supervised OJL. Companies hire apprentices and provide hands-on training from an experienced mentor/journeyworker. This training is developed by mapping the skills, knowledge, and abilities the apprentice must learn over the course of the program to be fully proficient at the job. In order to successfully complete a RAP, apprentices must master a core set of competencies and document – through testing or observation – that they can perform certain tasks and have mastered specific competencies.

1. Related Technical Instruction (RTI)

Apprentices in RAPs receive related instruction or classroom-style training that complements the OJL. This instruction helps refine the technical and academic skills that apply to the job. RTI may be provided by a community college, technical school or college, an apprenticeship training school, or the business itself. This instruction can be provided at the school, online, or at the worksite. In some instances, classroom-based related instruction is provided upfront, before the OJL portion of the training, and in other instances, apprentices receive RTI and then OJL, and then go back for additional RTI and OJL.

1. Progressive Wages for Skill Gains

Apprentices in RAPs receive increases in pay as their skills and knowledge increase. Progressive wage gains reward and motivate apprentices as they advance through training and become more productive and skilled at their job.

1. National Occupational Credential

Every RAP graduate receives a nationally recognized credential, referred to as a Certificate of Completion of Apprenticeship. This portable credential signifies that the apprentice is fully qualified to successfully perform an occupation. Many RAPs – particularly in high-growth industries such as healthcare, advanced manufacturing, and transportation – also offer industry-recognized interim credentials as apprentices master skills as part of a career pathway; sometimes this type of credential structure is referred to as being “stackable.”

## Key Roles within Registered Apprenticeship Programs

You may already know or work with entities or individuals that support Registered Apprenticeship programs. In the Registered Apprenticeship ecosystem there are employers, colleges, unions, community-based organizations (CBOs), and other partners. These partners work together to identify resources, design the apprenticeship programs, and recruit apprentices. Registered Apprenticeship models differ in their design and administration. Below, we describe some of the key partners and roles in an apprenticeship partner structure.

**Apprenticeship Sponsors**

Every RAP has a sponsor. The sponsor is responsible for the overall operation of the program, including entering into written agreements with apprentices and maintaining records. Sponsors can be a single business or a consortium of businesses. They can also be a range of workforce intermediaries, including an industry association or a joint labor-management organization. Community colleges and community-based organizations can also serve as sponsors for RAPs. Regardless of who serves as the sponsor, apprenticeships are always employer-driven, and employers are involved throughout the process.

|  |  |
| --- | --- |
| **Handshake** | **Business/Employer Partners**  Business partners play an indispensable role in apprenticeship programs. Employers drive the design of the apprenticeship program; identify the skills and knowledge that apprentices must learn; hire new workers or select current employees to be apprentices and pay progressively higher wages as skills increase; provide on-the-job learning opportunities and experienced mentors to guide apprentice learning; and provide related instruction in-house or in partnership with others. There cannot be an apprenticeship without an employer. |
| **Users** | **Intermediaries**  Workforce intermediaries, which include labor and joint management organizations, industry associations, joint apprenticeship committees, and community-based organizations often play a role in multi-employer RAPs. Intermediaries can play many roles in the organization and administration of RAPs. Some activities they may lead or assist with include:   * Aggregating demand across employers for needed occupations and skills * Translating that demand to a set of Apprenticeship Standards (see next section – How are Registered Apprenticeships Structured?) and completing the paperwork associated with program registration * Providing program administration such as tracking apprentices’ progress, reporting apprentice and employer outcomes to the Apprenticeship Agency of record, and ensuring RAP safety and fidelity measures are met on site * Providing support to apprentices to ensure success and persistence * Doing recruiting, outreach, and preliminary screening and assessment for RAP employers   Intermediaries are a good partner to connect with because they are often tasked with the outreach and recruiting for the RAP. They will have excellent information on the program itself (schedule, physical, and scholastic requirements, etc.) as well as the hiring process. |
| Schoolhouse | **Related Technical Instruction (RTI) providers**  These partners deliver academic and skills instruction driven by industry standards. In some instances, these educational institutions also serve as the registered apprenticeship sponsor, assessing and enrolling apprentices into the program. Community colleges, four-year institutions, minority serving institutions, career and technical education centers, and industry associations can all serve as apprenticeship training schools. |
| **User** | **Educational Liaison Representatives (ELRs)**  The VA employs ELRs in every state to liaison with your state’s Approving Agency. The VA’s State Approving Agency is the entity that approves education and apprenticeship programs for VA benefits. ELRs can be a great source of information about RAPs for VA staff. |
| **Briefcase** | **Local Workforce Development Boards and American Job Centers (AJCs)**  Local workforce development boards direct federal, state, and local funding to workforce development programs. All local workforce development boards have an obligation to follow Veteran’s priority of service provisions and to assist Veterans and Servicemembers in making a seamless transition to employment. These local workforce development boards also oversee the delivery of workforce development services through AJCs.  AJCs are resource centers where jobseekers, including Veterans and Servicemembers, can obtain employment information, find out about career development training opportunities, and connect to these opportunities, including apprenticeship programs and partner programs. At the direction of their local boards, many AJCs can support jobseekers in identifying and applying to pre-apprenticeship and apprenticeship programs. Workforce Innovation and Opportunity Act (WIOA) Title IB funds can be used to support these individuals. In addition, AJCs are the home of state Jobs for Veterans State Grants (JVSG) partners - Disabled Veterans Outreach Program Specialists (DVOPS) and Local Veterans Employment Representatives (LVERs) – who may have key insight into local workforce initiatives such as apprenticeship.  Given the national focus on apprenticeship, many boards and AJCs are now actively looking for ways to build or engage with apprenticeship programs that serve local workers and employers**.** The public workforce system also supports apprenticeship programs in many communities by providing services such as:   * Assisting employers in recruiting and screening apprentices * Providing basic skills training or partnering in pre-apprenticeship efforts * Providing training funds for related instruction through Individual Training Accounts * Developing customized and on-the-job training contracts with employers with apprenticeship programs * Contributing supportive services, such as tools, books, and other supplies |
| **Social network** | **State Vocational Rehabilitation Offices**  State Vocational Rehabilitation Offices, which operate the WIOA Title IV Vocational Rehabilitation program, connect individuals with disabilities to employment opportunities with local employers and other workforce supports. State VR staff are well-connected to the local public workforce system and in many states are knowledgeable about apprenticeship opportunities.  State VR agencies are increasingly looking to the use of RAPs as a means of getting clients into competitive integrated employment. In some states, the VR agency works closely with the State Apprenticeship Agency and other partners (like apprenticeship sponsors, workforce boards, and AJCs) to educate employers about the abilities of workers with disabilities and the opportunities to build more inclusive programs, including ones that are competency-based and not time-limited. |
| **Questions** | **Pre-Apprenticeship Programs**  Pre-apprenticeship programs provide training, support services, and career navigation assistance to help people gain the skills and awareness they need to enter and succeed in apprenticeships and, ultimately, careers. Pre-Apprenticeship programs offer support, instruction, and connection to RAPs and offer services such as:   * **Application preparation and assistance**: tutoring, academic assistance, and/or coaching that will assist with a successful application to apprenticeship * **Technical instruction**: Classroom and hands-on training that introduce an individual to the occupation and industry * **Other supportive services**: (housing, medical, childcare, transportation) that help create the stability needed to commit to a 2-4-year training program.   Many of these programs focus on getting specific populations such as women, refugees, or out-of-school youth into specific apprenticeship opportunities. There are even special pre-apprenticeship programs for Veterans or Servicemembers. |

## How are Registered Apprenticeship Programs Structured?

### Registered Apprenticeship Infrastructure

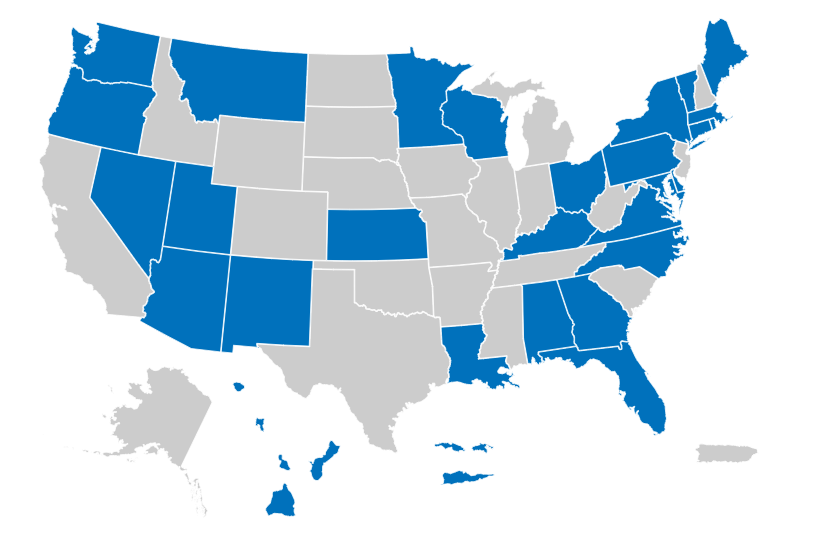
All RAPs are regulated and overseen by either the USDOL’s Office of Apprenticeship (OA) or a DOL-recognized State Apprenticeship Agency (SAA).[[3]](#footnote-3) The type of organization that oversees a RAP is determined by the state[[4]](#footnote-4) in which the apprenticeship program is located. RAPs that exist in multiple states may have to register with both OA and at least one SAA. One of the main responsibilities of these offices is to safeguard the welfare of apprentices and ensure equal access to apprenticeship programs.

RAPs, whether they are in an OA or a SAA state or territory, also receive support from one of six regional DOL offices. Each state has a State Director, and larger states – whether an SAA or OA state – often have one or more Apprenticeship Training Representatives (ATRs).  State Directors are responsible for overseeing Registered Apprenticeship in their states and ATRs are specifically tasked with monitoring and providing technical assistance to existing apprenticeship programs as well as assisting employers (and other partners) who are interested in starting new apprenticeship programs.

DOL and State Apprenticeship Offices all provide technical assistance to employers and partner organizations about how to serve as apprenticeship sponsors. Staff in these offices work closely with businesses to approve apprenticeship applications and monitor apprenticeship activities. In addition, both DOL and State Apprenticeship Offices provide resources in the form of one-on-one assistance, websites, and other materials to ensure there is integrated employment and training information for the local employment and training community.

**The Fitzgerald Act**, also known as the National Apprenticeship Act, officially authorized and established the national apprenticeship system. This Act gave the U.S. Secretary of Labor authority over apprenticeship programs, established an Office of Apprenticeship within the U.S. Department of Labor, and provided for the recognition of state agencies to register and administer apprenticeship programs.

The [State Apprenticeship map](https://www.dol.gov/agencies/eta/apprenticeship/contact/state-agencies) shows which states administer their own recognized state apprenticeship operations (the blue states) and those that belong to the broader federal apprenticeship system (the grey states). In some states, like California, the RAP can register with either the federal Office of Apprenticeship or their state’s SAA. The link from the map provides a list of contacts for the apprenticeship office in each state.

[](https://www.dol.gov/agencies/eta/apprenticeship/contact/state-agencies)

### Education and On-the-Job Training Structure

Apprentices receive both structured OJL and related training instruction during a Registered Apprenticeship program. The length of time of an apprenticeship program depends on the complexity of the occupation and the type of program. RAPs can be time-based, competency-based, or a hybrid, and range from one year to six years. The majority of RAPs last between two and four years.

|  |  |
| --- | --- |
| **Icon of a clockface and calendar** | **Time-Based Approach**  A time-based program focuses on time spent in primary work activities for a given occupation. Time-based programs are effective if the sponsor believes that repetition of primary tasks is sufficient for learning an occupation. A time-based structure is often preferred in the Building and Construction and Industrial Trades industries because licensing requirements often require documented minimum hours of work experience. Time-based programs require at least 2,000 hours of on-the-job learning. |
| **Icon of a person and horizontal lines with circles on them** | **Competency-Based Approach**  Competency-based programs allow employers/sponsors to evaluate and determine apprentice skills attainment using a competency checklist. The length of the program is contingent on the pace at which apprentices successfully demonstrate competency in skills and knowledge through proficiency tests. |
| **Icon of a checklist and a clockface** | **Hybrid Approach**  A hybrid program combines time spent in primary work activities with a Task Proficiency Checklist or some other format that allows the employer/sponsor to evaluate and determine skill attainment leading to mastery. It is possible, in a hybrid program, for the apprentice to move through the program at their own pace as they gain proficiency. Like competency-based programs, hybrid programs are useful for tech occupations due to the rapidly changing nature of the specific tasks or certifications needed. |

### Registered Apprenticeship Standards

Registered Apprenticeship standards are a set of documents that describe important aspects of the RAP, such as apprentice eligibility requirements, on-the-job training outlines, education delivery (related technical instruction), and safety standards such as mentor/journeyworker-to-apprentice ratios. The standards also describe whether the program is time-based, competency-based, or hybrid. By reviewing the RAP’s standards, VR&E staff can better assess which apprenticeship programs might be a good match for the Veterans and Servicemembers with whom they work.

## Registered Apprenticeship Benefits to VR&E

Registered Apprenticeship – if found suitable and feasible – is a direct path to positive outcomes for everyone. The retention (employment) rate for an apprentice who has completed their program with an employer is 94% and the average starting wage for an apprentice upon completion is $70,000.[[5]](#footnote-5)

Other benefits to the Veteran and Servicemember include:

* **A paid job.** A key tenet of Registered Apprenticeship is that apprentices are paid wages from the first day of training and receive wage increases as their skill levels increase.
* **An industry-recognized and nationally-portable credential** upon completing the Registered Apprenticeship program. In addition to this credential, many programs also have college credits and/or degrees associated with their training.
* **Credit for Prior Learning/Military Service.** Veterans and Servicemembers often have skills and experience beyond the entry-level apprentice that can accelerate their transition to a new career. RAPs are required to grant advanced or credit for demonstrated competency, acquired experience, training, or skills that Veterans or Servicemembers may have gained in prior service.
* **A bridge to civilian employment.** Many have noted that RAPs bear many similarities to the Military in regard to expectations, on site mentorship, and a team-oriented work environment. RAPs can be an excellent way to transition from a Military to a civilian career.

Registered Apprenticeship placement can also help VR&E staff achieve positive outcomes such as:

* **Program (and employment) retention**: Due to the hands-on experience from the beginning, apprentices realize early on if the job is the right one for them. This can help with program retention and satisfaction.
* **Shared support**. The RAP model has support for apprentices baked in. Apprentices are mentored on the job and many programs have staff at the RAP in place to help apprentices succeed. VR&E staff will have partners in their effort to support the persistence and success of the Veterans and Servicemembers with whom they work.
* **Relationship building**. Registered Apprenticeship can enhance engagement with employers and other partners, and build relationships that can pave the way for future opportunities for others, as success and trust have been built.
* **Reduced costs to the VR&E**. Since RAP costs (wages, tuition) are shared with the employer, the cost to VR&E is less than many traditional training pathways.

As the Registered Apprenticeship model grows and expands into new industries and occupations, there will be more and more opportunities for VR&E staff to connect Veterans and Servicemembers to RAPs and these benefits.

## Apprenticeship and Inclusion

In 2016, the USDOL released updated Equal Employment Opportunity (EEO) regulations for Registered Apprenticeship programs to help businesses reach a larger and more diverse pool of workers. It identified protected groups (sex, race, color, national origin and religion, disability, age (40 or older), sexual orientation, and genetic information) and set specific guidelines and action for programs including for recruitment and selection, promotion and fair workplace treatment.

Apprenticeship sponsors must:

* Refrain from discrimination, including new protected bases.
* Update, post, and disseminate the [Equal Employment Opportunity (EEO) pledge](https://www.dol.gov/agencies/eta/apprenticeship/eeo/poster).
* [Post information about how to file complaints of discrimination](https://www.dol.gov/sites/dolgov/files/ETA/apprenticeship/pdfs/OA_EEO_Complaints_Language.pdf) with the appropriate apprenticeship registration agency.
* Begin universal outreach and recruitment efforts, including creating a list of organizations that can be sources of referrals of a diverse pool of apprenticeship applicants.
* Implement [anti-harassment measures](https://www.dol.gov/agencies/eta/apprenticeship/eeo/harassment), including providing anti-harassment training.
* Ensure that selection procedures are not unlawfully discriminatory.
* Invite individuals with disabilities to self-identify and engage in the reasonable accomodations process when requested.

In addition, sponsors must analyze their workforce compositions annually, and set targeted goals for recruitment of certain protected groups. For individuals with disabilities in apprenticeship programs, the USDOL set an aspirational goal that 7% of a sponsor’s apprenticeship workforce will consist of qualiﬁed individuals with disabilities. This goal is a benchmark – not a quota or mandatory level to be reached. However, sponsors must make good-faith efforts to reach this goal as they establish, manage, and grow their apprenticeship programs. The updated rules are designed to help employers and apprenticeship sponsors access *all* of the nation’s talent.

Watch a [video](https://mahernet.adobeconnect.com/_a14339732/p96txksu3gnn/) describing the EEO Final Rule changes regarding apprenticeship.

Myth Busters!

Despite the increased awareness and investment in Registered Apprenticeship, there are still many misconceptions.

Myth: Registered Apprenticeship Programs are only for the construction industry and are union-based.

Fact: There are more than 1,400 federally-recognized apprenticeable occupations and more than half of them are non-union, covering a broad spectrum of industry sectors such as Energy, Healthcare, Transportation, Information Technology, and Manufacturing.

Myth: Registered Apprenticeship is just training -- it isn’t a real job.

Fact: Apprenticeship is employment from DAY 1! Apprentices earn competitive wages, a paycheck from the first day of employment and incremental raises as skill levels increase. In fact, the average starting wage for employment following training through apprenticeship is $70,000. In addition, 94% of apprentices retain employment after completion of their program.

Myth: Apprentices can’t earn college credit.

Fact: Apprenticeship sponsors often work directly with two- and four-year colleges to structure the program so apprentices earn college credits. Apprenticeship opportunities combine on-the-job training with job-related instruction, provided by apprenticeship training centers, technical schools, community colleges, and other educational institutions.

The related instruction can also lead to a college degree, thereby providing the individual with an opportunity to earn both academic and occupational credentials simultaneously.

Myth: Registered Apprenticeship is a time-based system that is too rigorous for many individuals with disabilities.

Fact: While many RAPs are time-based, there are also many competency-based programs as well as hybrid programs that combine competency-based and time-based learning. Competency-based and hybrid programs can provide opportunities for individuals who may need additional time to attain proficiency or provide credit for skills already attained.

Reasonable accommodations for individuals with disabilities are available to apprentices as they would be for any employee under the Americans with Disabilities Act (ADA). JVSG and VR&E counselors can work with the employer and/or training providers to ensure needed accommodations and adaptations are in place, as well as provide leadership and advisement for the optimal success of Veterans and Servicemembers as they move through the apprenticeship.

Myth: Registered Apprenticeship doesn’t benefit the employer.

Fact: There are many benefits to employers who have Registered Apprenticeship programs. It is a flexible training strategy that can be customized to meet the needs of any business. Apprentices can be new hires or current employees. Documented benefits include reduced turnover, increased productivity and safety ratings, lower costs for recruitment, and increased diversity.

# Registered Apprenticeship and VR&E Processes

In this section, we will cover how VR&E staff, specifically counselors and employment coordinators or business liaisons, might integrate Registered Apprenticeship into their daily mission and practices. Figure 1 below shows how Registered Apprenticeship would fit into the “flow” of VR&E services

**Figure 1: Registered Apprenticeship and VR&E Flow**



We have organized this section into three-parts:

* **Registered Apprenticeship Assessment and Planning** – covers considerations for feasible training and suitable employment, how to counsel Veterans and Servicemembers in determining whether to use VR&E or GI Bill entitlement to support their education and training; and how to search for regional apprenticeship opportunities.
* **Active Training and Education** – covers pre-apprenticeship activities and programming, supports (including stipends) for active apprentices as well as on-going paperwork.
* **Job Ready Services** – wraps up with some notes on the benefits and positive outcomes associated with the apprenticeship model of training and education.

## Assessment and Planning

### Suitable Employment Research

One of the primary jobs of the Vocational Rehabilitation Counselor (VRC) and their Employment Coordinator (EC) colleagues is to help Veterans and Servicemembers find a pathway to sustainable, suitable employment. This means both that the Veteran or Servicemember can perform the work of the job in a way that doesn’t aggravate or exacerbate their service-connected disability *and* that the work in question has a reasonable expectation of providing employment into the future. Balancing the Veteran’s or Servicemember’s interests, abilities, aptitudes, and disabilities/constraints with guidance grounded in labor market demand and economic outlook is complex work and often evolves over time. Working together to determine suitable pathway—and if Registered Apprenticeship is that pathway—is a best practice that leverages both the VRC and EC/BL’s area of expertise.

**Examples of Federally Recognized  
Apprenticeable Occupations**

|  |  |  |
| --- | --- | --- |
| 3D Printing Technician  Able Seaman  Aircraft Mechanic  Animal Trainer  Arson Investigator  Automotive Mechanic  Baker | Biomedical Equipment Technician  Cable Splicer  Childcare Development Specialist  Cook  Crime Scene Technician  Dental Assistant | Dog Groomer  Floral Designer  Laboratory Assistant  Machinist  Medical Assistant  Radiology Specialist  Veterinary Technician |

For a list of all available occupations in Registered Apprenticeship, as well as more labor market information, visit: [apprenticeship.gov/apprenticeship-occupations](https://www.apprenticeship.gov/apprenticeship-occupations)

There are over 1,400 occupations (and growing) that utilize Registered Apprenticeship. Each RAP is different based on the specific occupation and employer need, which means that there is variance across program length, entry requirements, and the actual work and training associated with each program. Assessing the suitability of an apprenticeship program will require assessing the fit of the occupation, the occupation’s outlook, and whether the apprenticeship program and its training and education design are a good fit for the individual Veteran or Servicemember.

### Searching for Registered Apprenticeship Opportunities

Connecting to Registered Apprenticeship is much like doing any other kind of job development work – it is about networking and leveraging partnerships. As a first step, check with current partners: colleges, workforce boards, local VR agencies, CBOs, or employers with whom you already work. Many of these entities might already be involved in apprenticeship programs or know other local partners who are. Because of the recent national focus on apprenticeship as an effective training model, more and more partners are finding themselves engaged in supporting apprenticeship.

## Search Tools

### Apprenticeship.gov

[Apprenticeship.gov](http://www.apprenticeship.gov/) is USDOL’s web-based apprenticeship portal. It is organized to provide resources for jobseekers, employers, and educators. You can search for specific apprenticeship opportunities as well as local apprenticeship partners.

### State Apprenticeship Websites

Check out [OA’s contact pages](https://www.dol.gov/agencies/eta/apprenticeship/contact/state-agencies) for more information on your state apprenticeship agency. You can also do a quick Internet search to find state-level partner agencies.

### WEAMS and GI Bill Comparison Tool

The Veterans Administration (VA) tracks programs that are eligible for VA educational benefits in its Web-Enabled Approval Management System (WEAMS). You can search for RAPs that have been approved for VA benefits in public-facing [WEAMS](https://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do), but you can get even more information such as: facility codes and certifying official contact information using internal WEAMS. For more information on getting access to internal WEAMS, please refer to the [M28C](https://www.benefits.va.gov/WARMS/M28R.asp), M28 Appendices, Appendix DM. On the [GI Bill Comparison Tool](https://www.va.gov/gi-bill-comparison-tool) you can search for “Employers (On-the-job training [OJT], apprenticeships).” Programs listed here are in WEAMS as well.

You can also do some research into potential partners such as the RAPs themselves or other intermediary organizations by utilizing search tools such as Apprenticeship.gov or your state apprenticeship agency’s website. The VA also has tools for identifying RAPs – both WEAMS and the GI Bill Comparison Site have RAP opportunities listed.

### RAP Eligibility for VA Education Benefits

All Registered Apprenticeship programs are eligible for VA Education Benefits (Chapter 31 or Chapter 33). If you have found a RAP that you are interested in pursuing on behalf of a Veteran or Servicemember and want to see if it has been registered with the VA and has a facility code, you can look it up in WEAMS or on the GI Bill Comparison Tool. If you have access to internal WEAMS, you can further look up the program’s facility codes, POC status, and the contact information for the program’s sponsor and ELR.

If you are interested in a RAP that you cannot find in WEAMS or the GI Bill Comparison tool, contact your ELR for assistance getting in touch with the State Approving Agency of jurisdiction. The State Approving Agency is charged with working with employers to register their programs and the ELR will work with the State Approving Agency on your behalf. While there is a new law that requires USDOL OA to let the State Approving Agency know when a new program is registered by OA so the State Approving Agency can contact the employer about registering for GI Bill Benefits[[6]](#footnote-6), this process is not automatic in every state. Further, the process can take up to 60 days, even when expedited.

**Registered Apprenticeship Programs can no longer be approved for Chapter 31 only**

With the release of the M28C in late 2020, RAPs can no longer be approved for Chapter 31-only. If you find an RA program in your local CWINRS, you will still need to confirm that the program is approved in WEAMs. RAPs must be approved for Chapter 33 and 31 services through your local State Approving Agency. As described above, if you encounter this situation, you may contact your local ELR to obtain more information about getting a RAP into WEAMS.

### Understanding RAP Requirements for Suitability and Application

As was described in a previous section, documentation of program entry and completion requirements are outlined in the RAP Standards. If you find a RAP that you think would be a good fit for a Veteran or Servicemember, the program staff can provide you a copy of the standards or work with you to provide an accurate and detailed summary of the training program. Some things to consider in the planning phase are:

* **Entry-level requirements** – many programs require some baseline knowledge, certification, or skills before the apprentice can start.
* **Program duration, structure, and flexibility** – programs are a mix of on-the-job-training and classroom instruction. Some programs can be more flexible to accommodate service-connected disability issues. It’s also important to ensure that the Veteran or Servicemember in question is ready to make the commitment to the full length of the RAP.
* **Timelines for application and acceptance** – some programs only take new participants annually or quarterly. Others are more flexible. Understanding these timelines in relations to preparatory activities is important for planning.
* **Alternate pathways to vocational success** – if the Veteran or Servicemember does not get hired into the RAP, what are some other training pathways they could pursue?

RAPs also have clearly stated entrance requirements as well as the criteria by which they judge potential apprentices. Some of these criteria include:

* **Work experience in the sector or occupation.** Some programs consider the applicant’s previous work experience, familiarity, and connection to the industry.
* **Credentials or certification.** Registered Apprenticeship programs train on-the-job, but some higher skill programs require a certain amount of formal education, credentials, or certifications for their entry-level positions.
* **Assessments and testing.** This can be academic or physical, depending on the requirements of the job.
* **Interviews.** Apprentices are employees and most must interview to secure their positions.

As part of their registration process, RAPs must also document how they will determine how many apprentices to hire and how they will judge or score the applicant pool. Many programs have a point (or similar) system for scoring the applicant pool. The above criteria could all be considered. In addition to these criteria, some programs award extra credit, points, or consideration for Military service or Veteran status.

## Active Training and Individual Work Readiness Plan (IWRP) Implementation

VR&E can support both current Registered Apprentices (apprentices who come to you who have already been employed into a RAP) and activities that would prepare a Veteran or Servicemember for successful transition into a RAP.

### Supporting the Pathway to Apprenticeship

VR&E can support Veterans and Servicemembers in pursuing a vocation where Registered Apprenticeship *is one option* for training and employment. As an example, you might have a Veteran or Servicemember who is interested in pursuing a cybersecurity position. There are cybersecurity RAPs with their own application processes and associated training regimens, and there are also other pathways to that career such as formal university- or college-based coursework and degrees, or an industry “bootcamp.” As with any other pathway, consider the needs, desires, and abilities of the individual Veteran or Servicemember. However, if you have identified a RAP as a potential vehicle for securing training and employment, you can tailor the IWRP towards helping the Veteran or Servicemember successfully apply for and enter the RAP.

VR&E would support activities that facilitate entry into the occupation or Registered Apprenticeship program. These pre-apprenticeship activities might include participating in a formal pre-apprenticeship program; providing OJL and other hands-on occupational experience to build the Veteran’s or Servicemember’s resume; connecting the Veteran or Servicemember to scholastic remediation or test preparation services so they can meet any entry-level requirements; and paying for relevant course, credits, and credentialing that are a prerequisite to joining a RAP.

**What is Pre-Apprenticeship?**

Pre-apprenticeship can be both a set of activities that happen to prepare an individual to apply for and succeed in an apprenticeship program AND the name of a kind of programming that is designed to do just that.

| **Pre-Apprenticeship Activities** | **Pre-Apprenticeship Programs** |
| --- | --- |
| * **Application preparation and assistance:** tutoring, academic assistance, and/or coaching that will assist with a successful application to apprenticeship. * **Technical instruction:** classroom and hands on training that introduce an individual to the occupation and industry. * **Other supportive** **services:** (housing, medical, childcare, transportation) that create the stability needed to commit to a 2-4 year training program. | * Pre-apprenticeship programs have direct linkages to Registered Apprenticeship partners and work to provide a direct pipeline of labor. * Other programs may not have the same direct connections, but may provide many of the same introductory and preparatory activities. * Some of these programs are designed specifically to reach Veterans and Servicemembers. |

An additional benefit of engaging in pre-apprenticeship activities is that they are generally beneficial to career progression. So even if the Veteran or Servicemember does not get into the RAP or decides along the way to pursue another pathway (college, other entry level employment) to that occupation, the pre-apprenticeship activities have helped that Veteran or Servicemember make progress. To summarize, some ways Chapter 31 benefits could support someone on their path to Registered Apprenticeship include:

* Paying for tuition, fees, and books related to pre-requisite coursework/credentialing or academic remediation that will prepare the Veteran or Servicemember for apprenticeship or further vocational training.
* Supporting relevant on-the-job-training experiences which would provide exposure to the vocation and help the Veteran or Servicemember build skills, experience, and connections in the industry.
* Helping Veterans and Servicemembers achieve the stability (health, housing, food, transportation) they would need to be successful in a training program.
* Supporting connection to formal pre-apprenticeship programs that might provide some or all of these activities.

### Supporting a Veteran or Servicemember Who Is or Who Has Become an Apprentice

Chapter 31 entitlements can be used to support Veterans or Servicemembers who are employed as apprentices. Even though apprentices have “achieved employment,” they are also still in training, and their job is dependent on them completing the training. They have not yet achieved *suitable, sustainable employment*. Veterans and Servicemembers can also use GI Bill benefits to support their apprenticeship studies and OJL, and it is common for a Veteran or Servicemember who had been using the GI Bill to want to switch over to Veteran Readiness and Employment to access additional time and services. The longer eligibility and the additional supportive services provided by VR&E (vs. the GI Bill) are very important, both financially and for support. Having a team of counselors and employment coordinators to assist with persistence can make a big difference – particularly in longer term apprenticeship programs. See Appendix A for a quick primer on the differences between Chapter 31 and Chapter 33 benefits.

Veterans employed as apprentices still need support. Some things VR&E might pay for include:

* **Tuition, fees, and books** related to RTI (classroom) component. In some cases, apprentices must cover costs associated with their program’s classroom or RTI component such as books, fees, or tuition. In other cases, these costs are covered fully or partially by the employer or RAP. **Before paying for any of these costs, make sure you check with the program to see what parts of training are covered for other, non-VR&E apprentices**.
* **Licensing and test fees** that are required, but not paid for by the apprenticeship program.
* **Tools and supplies** that all apprentices are required to furnish that is not paid for by the sponsor or employer.
* **Supportive safety net** to help create a stable environment in which the apprentice can persist and succeed.
* **Stipends** in addition to their apprentice wages.

**Making the Transition from GI Bill to VR&E**

There are benefits to VR&E when it comes to enrolling current registered apprentices who wish to transition from their GI Bill entitlement to VR&E services. Some of these benefits include:

* The Veteran or Servicemember is already employed and enrolled in training and well on their way to a positive outcome.
* Since the Veteran or Servicemember is currently utilizing the GI Bill to support their Registered Apprenticeship program, the RAP has already been registered with the SAA and has a facility code.
* The employer or sponsor is already familiar with working with VA educational entitlement programs and the associated paperwork and reporting requirements.

Just make sure you alert the employer/sponsor of the change in benefit streams. The employer/sponsor will need to notify the GI Bill office that the Veteran or Servicemember is switching programs.

### Enrollment and Progress Documentation for Apprentices using VR&E

**Local Authorization**

All Registered Apprenticeship programs are eligible for consideration to be formally approved by VA educational benefits. However, they cannot be used for VR&E or VA Education until they are formally approved. Many have already been approved and already have an assigned facility code by VA Education. Apprenticeship progams CANNOT be approved as a Chapter 31-only program/facility. Additonally, just like any other training program that you wish to enroll a Veteran or Servicemember in, it must also be in your local Regional Office CWINRS. If the RAP is not in CWINRS you must:

* Find the facility code (check internal WEAMS or call your ELR)
* Visit the site location of the apprenticeship to confirm everything is legitimate
* Have the local employer/apprenticeship site fill out:
  + **Agreement to Train** (Form 28-1904)
  + **Certification and Authorization** (Form 28-1905c) for the individual Veteran or Servicemember who wishes to enroll

**Monthly Progress Reports**

Each month, the Apprenticeship Committee collects documentation regarding OJL, supervised instruction, and classroom hours for each apprentice from employers (who provide OJL) and education partners (who provide RTI) to submit this data to their own State Apprenticeship Agency. You can use this same data for your **Monthly Record of Training and Wages** report which shows the cumulative and monthly hours, RTI hours, hours absent, and current wage rate (VA Form 28-1905c.)

**Stipends**

Veterans are awarded a monthly stipend when they participate in 120 hours (or more) of training during the month; when Veterans participate in fewer than 120 hours of training in a month, stipend awards are not authorized. VR&E will pay the difference between the current Apprentice or trainee Level and Journeyman Level – up to the full stipend amount, but not exceeding the Journeyman rate of pay. Prevailing Wage Rates are wage rates that are negotiated by the Apprenticeship Committee and are consistent until renegotiated or changed due to Cost of Living adjustments or Apprentice progression. If the Veteran or Servicemember does not have Ch. 33 entitlement, then the standard Ch. 31 rate is used.

## Job Ready Services – A Win, Win, Win

Upon completion of a RAP, the Veteran or Servicemember is capable of obtaining suitable employment . . . and they are already employed! Ninety-four percent of apprentices stay with their employer after completing their apprenticeship program and those who do not choose to stay have a nationally recognized credential. VR&E follows them for a minimum of 60 days after the apprenticeship ends to assist with job search services. Registered Apprenticeship participation has the potential to lead to positive outcomes all the way around, including:

* **A positive outcome for the VRC** – the apprentice is employed in training-related employment and the employment retention outlook is good.
* **A positive outcome for the Veteran/apprentice** – they are employed, they have a nationally recognized credential, and as journeyman-level employees they are paid good wages. The average starting salary for someone who has completed a RAP is $70,000.
* **A positive outcome for the employer** - apprenticeship completion also benefits the employer. After years of investing in the training of their employee, they now have someone with the skills and context needed to perform in-demand tasks.

## Ideas for Next Steps

We hope this training is just the beginning of your relationship with your regional apprenticeship partners. Some ideas for next steps include:

* Continue to expand your knowledge of apprenticeship
* Get to know your OA and State Apprenticeship Agency partners
* Connect with your JVSG partners and others who can provide support
* Find out who the current sponsors are and reach out to connect, learn, and promote your services and available supports to employers
* Determine the role for business consulting staff
* Discover what pre-apprenticeship and preparation activities may exist in your area
* Talk to Veterans and Servicemembers about the benefits of apprenticeship and determine interest in following this path
* Include apprenticeship as a career/training option at point of entry and assessment

## Resources

Appended to this Desk Reference is an annotated list of resources for you to check out as well as a glossary of terms and acronyms. And, please don’t underestimate the power of a few simple web searches to learn more about apprenticeship opportunities near you. As a final reminder, if you have questions regarding this training or about connecting to Registered Apprenticeship in your region, please contact your VR&E manager or Field Liaison.

# Useful Web Resources

## Apprenticeship Information

**State Apprenticeship Agencies**

[dol.gov/agencies/eta/apprenticeship/contact/state-agencies](https://www.dol.gov/agencies/eta/apprenticeship/contact/state-agencies)

This map shows which states administer their own recognized state apprenticeship operations and those that belong to the broader federal apprenticeship system.

**State Apprenticeship Agencies Map**

[dol.gov/agencies/eta/apprenticeship/contact/state-agencies](https://www.dol.gov/agencies/eta/apprenticeship/contact/state-agencies) This map provides contact information for the apprenticeship program administrator in each state.

**US Department of Labor Apprenticeship Portal**

[apprenticeship.gov](https://www.apprenticeship.gov)

Apprenticeship.gov is the one-stop source to connect career seekers, employers, and education partners with apprenticeship resources. Learn more about apprenticeships across industries, how to establish a program, and access open apprenticeship jobs.

[**Apprenticeship Works Video Series**](https://www.dol.gov/odep/topics/youth/Apprenticeshipworks-video-series.htm)

[dol.gov/odep/topics/youth/Apprenticeshipworks-video-series.htm](https://www.dol.gov/odep/topics/youth/Apprenticeshipworks-video-series.htm)

This video series features apprentices with and without disabilities (recruits) and their apprenticeship sponsors (sponsors) in high-growth industries like information technology, healthcare, and marine engineering. Videos are available in English and Spanish with full captioning and audio introduced versions.

**Quick-Start Toolkit**

[partners.aflcio.org/system/files/2a\_apprenticeship\_toolkit-1.pdf](https://partners.aflcio.org/system/files/2a_apprenticeship_toolkit-1.pdf)

This toolkit provides steps and resources to start and register an apprenticeship program, from exploring the apprenticeship model as a workforce strategy to launching a new program.

**GI Bill Comparison Tool**

[va.gov/gi-bill-comparison-tool](https://www.va.gov/gi-bill-comparison-tool)

On the GI Bill Comparison Tool, you can search for “Employers (On-the-job training [OJT], apprenticeships).” Programs listed here are in WEAMS as well.

**Career-One-Stop Apprenticeship Office Finder** [careeronestop.org/LocalHelp/EmploymentAndTraining/find-apprenticeship-offices.aspx?newsearch=true](https://www.careeronestop.org/LocalHelp/EmploymentAndTraining/find-apprenticeship-offices.aspx?newsearch=true)

This search function lists apprenticeships by area.

## Leveraging Partners to Support Apprenticeship

**American Job Centers (AJC)**

[dol.gov/general/topic/training/onestop](https://www.dol.gov/general/topic/training/onestop)

American Job Centers are designed to provide a full range of assistance to jobseekers under one roof. Established under the Workforce Investment Act, and reauthorized in the [Workforce Innovation and Opportunity Act of 2014](https://www.dol.gov/agencies/eta/wioa), the AJCs offer training referrals, career counseling, job listings, and similar employment-related services. Customers can visit a center in person or connect to the center's information online or through kiosk remote access.

## Labor Market Information for Apprenticeship

**Apprenticeship Labor Market Information Portal**

[apprenticeship.gov/apprenticeship-occupations](https://www.apprenticeship.gov/apprenticeship-occupations)

Over 1,400 occupations align with Registered Apprenticeship Partners Information Data System (RAPIDS) and O\*NET codes.

**O\*NET Crosswalk for Registered Apprenticeship Partners Information Data System (RAPIDS)**

[onetonline.org/crosswalk/RAPIDS](https://www.onetonline.org/crosswalk/RAPIDS/)

This search engine narrows down RAPIDS individual apprentice and sponsor data by codes or titles.

**The Career Index Plus**

[thecareerindex.com](https://www.thecareerindex.com/)

This tool can be used to search for career information including job openings, salaries, and training requirements. Real time listings from the National Labor Exchange and other job search engines can be searched from this database using a variety of search terms. The “Resources” tab on the home page provides additional information for Disability Resources.

## Equal Employment Opportunity (EEO) Information for Apprenticeship

**EEO Regulations for Registered Apprenticeship**

[apprenticeship.gov/eeo](https://www.apprenticeship.gov/eeo)

EEO regulations for Registered Apprenticeship programs to help businesses reach a larger and more diverse pool of workers. It provides technical assistance resources to sponsors, including EEO Pledge and posters, quick-reference guides and video recordings explaining the regulation requirements and how to meet them, information for apprentices and FAQs. Additionally, OA has developed several webinars on EEO topics, which are available here: [apprenticeship.gov/eeo/webinars](https://www.apprenticeship.gov/eeo/webinars).

**Job Accommodation Network (JAN)**

[askjan.org](https://askjan.org/)

JAN offers free, expert, and confidential guidance on workplace accommodations and disability employment issues to both individuals and employers.

**Anti-Harassment Resources** apprenticeship.gov/eeo/sponsors/prevent-harassment

The apprenticeship EEO regulations require sponsors to provide anti-harassment training to apprentices and other individuals who work regularly with their apprentices. This resource page contains links to an Anti-Harassment Training Program and other materials that sponsors can download for use to help meet that obligation.

## 

## VR&E Resources

## M28C Vocational Rehabilitation and Employment Service Manual

[benefits.va.gov/WARMS/M28R.asp](https://www.benefits.va.gov/WARMS/M28R.asp)

This manual provides an overview of the VR&E Program, office administration, program administration, evaluation, entitlement and rehabilitation planning, case management, employment services, other benefits case management, and program oversight.

**State Approving Agency Contact Information**

[nasaa-vetseducation.com/Contacts.aspx](http://www.nasaa-vetseducation.com/Contacts.aspx)

Each state has a State Approving Agency that is responsible for ensuring the quality and integrity of programs of education and training for the use of GI Bill benefits.

**WEAMS (**Web Enabled Approval Management System) [inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do](https://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do)

WEAMS is a listing of academic programs that Veterans can pay for with their eligible VA benefits.

# Terms and Acronyms

**ATR** Apprenticeship Training Representatives

**AJC** American Job Centers

**Chapter 31** Veteran Readiness & Employment (formerly called Vocational Rehabilitation and Employment) administers services to Veterans who have service-connected disabilities.

**Chapter 33** GI Bill benefits can include payment of tuition and fees, a monthly housing allowance, and stipend for books and supplies.

**DVOPs** Disabled Veterans Outreach Program Specialists

**EC** Employment Coordinator

**ELR** Education Liaison Representative

**IEAP** Individualized Employment Assistance Plan

**IWRP** Individualized Written Rehabilitation Plan

**JVSG** The Jobs for Veterans State Grants (JVSG) program provides federal funding, through a formula grant, to 54 State Workforce Agencies (SWAs) to hire dedicated staff to provide individualized career and training-related services to veterans and eligible persons with significant barriers to employment, and to help employers fill their workforce needs with job-seeking Veterans and Servicemembers.

**LMI** Labor Market Information  
**LVER** Local Veterans' Employment Representative  
**M28C** Veterans Administration’s Vocational Rehabilitation’s policy manual ([M28C](https://my.disabledveterans.org/m28r-vocational-rehab-manual/))

**OA** U.S. Department of Labor Office of Apprenticeship

**OJL**  On-the-job-learning

**OJT** On-the-job-training

**ODEP** USDOL Office of Disability Employment Policy

**POQ** Pain Outcomes Questionnaire

**RAP** Registered Apprenticeship Programs- consist of five core components – direct employer involvement, structured and supervised on-the-job training or OJL, Related Technical Instruction or RTI, rewards for skill gains, and a national occupational credential.

**RTI** Related Technical Instruction

**RSI**  Related Supplemental Instruction

**SAA** State Apprenticeship Agency (in Registered Apprenticeship) evaluates apprenticeship programs to determine if they are in compliance with federal regulations related to program design, worker protections, and other criteria.

**SAA** State Approving Agency (in Veterans Administration system) determines which education and training programs are appropriate for students to enroll in using their VA education benefits.

**VRC** Vocational Rehabilitation Counselor

**VR&E** Veteran Readiness and Employment Service (Chapter 31)

**WEAMS** Web Enabled Approval Management System provides information about academic programs that are eligible for **VA benefits**.

[inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do](https://inquiry.vba.va.gov/weamspub/buildSearchInstitutionCriteria.do)

**WIOA** Workforce Innovation and Opportunity Act

# Appendix A: Chapter 31 vs. Chapter 33 Benefits

Both Chapter 33 Post-9/11 GI Bill and Chapter 31 VR&E entitlements can support Veterans employed as apprentices. This chart highlights some of the basics of benefits.

Notably:

* VR&E can support a Veteran or Servicemember for a longer period of time – 48 vs. 36 months of entitlement. And, the kind of support provided across those 48 months with VR&E is more expansive – it’s not just about paying tuition and stipends, it’s also about the supportive services that VR&E provides that can really make a difference in program success and persistence.
* Specific to apprenticeship, both programs cover the costs of any related tuition and any books, supplies, or tools that are required for all apprentices, but not provided by the employer.
* Both also provide a stipend to the Veteran, but the amount of the stipend might vary based on several factors including the starting wage offered by the employer, the journeyman wage in the industry, and the maximum allowed benefits in either program.

|  |  |  |
| --- | --- | --- |
|  | **Ch. 33 Post-9/11 GI Bill** | **Ch. 31 VR&E** |
| **Eligibility** | 90 days active aggregate service or 30 days continuous if discharged for disability | Must be found entitled to VR&E in order to use. |
| **Months of Benefits** | 36 | 48 |
| **How Payments are Made** | Tuition (if applicable): Paid to school  Housing stipend: Paid monthly to Veteran  Books & Supplies: A flat rate stipend is paid to Veteran or Servicemember at the beginning of the term. Cannot exceed flat rate amount. | Paid directly to facility, including payment for all required textbooks & supplies |
| **Stipend/**  **Allowance** | BAH at E-5 with dependent rate | Subsistence allowance; although BAH substitution is possible |

1. Apprenticeship.gov [↑](#footnote-ref-1)
2. Depending on where you are, this component of registered apprenticeship that describes the paid training the apprentice receives on the job site may be referred to as on-the-job training (OJT) or on-the-job learning (OJL). Similarly, related technical instruction (RTI) or related instruction (RI) are often used interchangeably as well. [↑](#footnote-ref-2)
3. State Apprenticeship Agencies (SAAs) have the same acronym as the VA’s State Approving Agencies (for educational benefits). While both of these programs are administered at the state-level and are at the discretion of the individual state, they are most often NOT the same agency or team. [↑](#footnote-ref-3)
4. Including the District of Columbia, or any territory of possession of the United States [↑](#footnote-ref-4)
5. <https://www.mathematica.org/publications/an-effectiveness-assessment-and-costbenefit-analysis-of-registered-apprenticeship-in-10-states> [↑](#footnote-ref-5)
6. While this varies from state to state, when a RAP registers with federal OA it is not automatically registered with the State Approving Agency (for VA benefits). In many cases, the SAA would need the employer to initiate another set of paperwork. More information about who your SAA is and how to get in touch can be found here: <http://www.nasaa-vetseducation.com/Contacts.aspx>. You can also contact your ELR with questions about this process. [↑](#footnote-ref-6)