

**American Apprenticeship
Initiative (AAI) Evaluation
Employer Survey Glossary**

Glossary

- **Collective bargaining program type:** There are four collective bargaining program types, based on the number of employers involved in the registered apprenticeship program and whether the employer or employers is covered by a collective bargaining agreement.
 - **Independent program, non joint:** These programs include a single employer that is not covered by collective bargaining agreement.
 - **Independent program, joint:** The programs include single employer that is covered by a collective bargaining agreement.
 - **Group program, non joint:** These programs include a multi-employer association that is not covered by a collective bargaining agreement.
 - **Group program, joint:** These programs include a multi-employer association, covered by a collective bargaining agreement.
- **Instructors:** An instructor provides the related technical instruction for an apprenticeship program. This may be a community college instructor, but it could also be an instructor associated with other types of RTI partners.
- **Mentors:** A mentor provides the On-the-Job-Training for an apprenticeship program. Mentors are other employees of the hiring employer.
- **Occupational field:** An occupational field is the specific job associated with an apprenticeship program. Occupational fields must be approved by the Office of Apprentice or State Apprenticeship Agency, which assigns them a distinct occupational code.
- **Partner organization:** A partner organization is any partner of the grantee, besides an employer or a union, that provides support for grant activities. Partner organizations can include public agencies, community colleges, non-profits, and industry associations.
- **Registered apprenticeship program:** Registered apprenticeships are high-quality work-based learning and post-secondary earn-and-learn models that meet national standards for registration with the U.S. Department of Labor (or federally recognized State Apprenticeship Agencies).¹ An registered apprenticeship program is a training program run by an apprenticeship sponsor for a specific occupation. Apprenticeship programs emphasize structured on-the-job-training combined with classroom based related training instruction that leads to competence and certification in the specific occupation.
- **Related technical instruction (RTI):** Apprentices receive related instruction that complements on-the-job learning. This instruction delivers the technical, workforce, and academic competencies that apply to the job. It can be provided by a community college, a technical school, or an apprenticeship training school – or by the business itself. Education partners collaborate with business to develop the curriculum based on the skills and knowledge needed by apprentices. All partners work together to identify how to pay for the related instruction, including the cost to the employer and other funds that can be leveraged.²
- **Sponsor:** The sponsor is responsible for the overall operation of the program, working in collaboration with the partners. Sponsors can be a single business or a consortium of businesses. Alternatively, the sponsor can be a range of workforce intermediaries including an industry association or a joint labor

¹ <https://www.dol.gov/featured/apprenticeship/faqs>

² https://www.doleta.gov/oa/employers/apprenticeship_toolkit.pdf

management organization. Community colleges and community-based organizations can also serve as sponsors for Registered Apprenticeship programs.³

- **Structured On-the-Job-Training (OJT):** Every program includes structured on-the-job training. Apprentices get hands-on training from an experienced mentor at the job site for typically not less than one year. On-the-job training is developed through mapping the skills and knowledge that the apprentice must learn over the course of the program in order to be fully proficient at the job.⁴
- **Work-Based Learning (WBL):** Work-based learning is education and training that is obtained through productive employment at a job site. Work-Based Learning requires a trainee to apply and develop their knowledge and skills in productive work experiences.
- **Work process schedule:** The work process schedule is a document developed by every apprenticeship program sponsor that lays out the structure of the apprenticeship program, including details on the Related Technical Instruction, structured On-the-Job-Training, and wage schedule. The work process schedule is included in the Standards of Apprenticeship, which is maintained by each sponsor.

³ IBID

⁴ IBID