



<b>Federal Fiscal Year:</b>		<b>State Name:</b>		<b>Date:</b>	
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**Reporting Period (check one):**  
 Quarter One (10/01-12/31)  Quarter Two (01/01-03/31)  Quarter Three (04/01-06/30)  Quarter Four (07/01-09/30)

PROGRAM DATA					
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Year To Date
1. New Apprentices					
2. Active Apprentices at Beginning of Period (BOP)					
3. Active Apprentices at End of Period (EOP)					
4. Completers					
5. New Programs					
6. Active Programs (BOP)					
7. Active Programs (EOP)					
8. Active Programs with five (5) or More Apprentices (EOP)					
9. Employers					

NEW APPRENTICES BY INDUSTRY					
	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Year To Date
10. New Apprentices					
11—Agriculture, Forestry, Fishing and Hunting					
21—Mining, Quarrying, and Oil and Gas Extraction					
22—Utilities					
23—Construction					
31-33—Manufacturing					
42—Wholesale Trade					
44-45—Retail Trade					
48-49—Transportation and Warehousing					
51—Information					
52—Finance and Insurance					
53—Real Estate and Rental and Leasing					
54—Professional, Scientific, and Technical Services					
55—Management of Companies and Enterprises					
56—Administrative and Support and Waste Management and Remediation Services					
61—Educational Services					
62—Health Care and Social Assistance					
71—Arts, Entertainment, and Recreation					
72—Accommodation and Food Services					
81—Other Services (except Public Administration)					
92—Public Administration					

ACTIVE APPRENTICES BY INDUSTRY (EOP)					
		1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
<b>11.</b>	<b>Active Apprentices</b>				
	11—Agriculture, Forestry, Fishing and Hunting				
	21—Mining, Quarrying, and Oil and Gas Extraction				
	22—Utilities				
	23—Construction				
	31-33—Manufacturing				
	42—Wholesale Trade				
	44-45—Retail Trade				
	48-49—Transportation and Warehousing				
	51—Information				
	52—Finance and Insurance				
	53—Real Estate and Rental and Leasing				
	54—Professional, Scientific, and Technical Services				
	55—Management of Companies and Enterprises				
	56—Administrative and Support and Waste Management and Remediation Services				
	61—Educational Services				
	62—Health Care and Social Assistance				
	71—Arts, Entertainment, and Recreation				
	72—Accommodation and Food Services				
	81—Other Services (except Public Administration)				
	92—Public Administration				
ACTIVE APPRENTICE DEMOGRAPHICS (EOP)					
		1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
<b>12.</b>	<b>Sex</b>				
	Male				
	Female				
	Participant Did Not Self-Identify				
<b>13.</b>	<b>Age</b>				
	16-18 years				
	19-24 years				
	25+ years				
<b>14.</b>	<b>Veteran Status</b>				
	Non Veteran				
	Veteran				
	Non Veteran, Other Eligible Individual				
	Veteran, Eligible				
	Participant Did Not Self-Identify				
<b>15.</b>	<b>Disability Status</b>				
	Yes				
	No				
	Participant Did Not Self-Identify				
<b>16.</b>	<b>Ethnicity</b>				
	Hispanic or Latino				
	Not Hispanic or Latino				
	Participant Did Not Self-Identify				
<b>17.</b>	<b>Race</b>				
	American Indian or Alaska Native				
	Asian				
	Black or African American				
	Native Hawaiian or Other Pacific Islander				
	White				
	Multiracial (Self-Identified as more than one race)				
	Participant Did Not Self-Identify				



<b>18. Education Level</b>					
	<b>Not High School graduate</b>				
	<b>High School graduate (including equivalency)</b>				
	<b>Some College or Associate's degree</b>				
	<b>Bachelor's degree</b>				
	<b>Master's degree</b>				
	<b>Doctorate or professional degree</b>				

**Who should complete this form?**

SAs that currently **do not** use Registered Apprenticeship Partners Information Data System (RAPIDS) as their case management system to administer Registered Apprenticeship in their respective states.

**How frequently should this form be completed?**

SAs should provide this collection to the U.S. Department of Labor’s Office of Apprenticeship within 15 business days after the end of each quarterly reporting period.

**How will the information in this form be used?**

The data from this collection is used to calculate national program and apprentice totals. This form will ensure the efficient registration and monitoring of apprenticeship programs by collecting key data on program characteristics, apprentice counts by industry, and the demographic breakdown of apprentices.

PROGRAM DATA	DEFINITIONS/INSTRUCTIONS
1. New Apprentices	<p>Total number of apprentices registered during the reporting period.</p> <p><b>NOTE:</b> The apprentice begin date, not the registration date should be used. The year to date column is a sum of the quarterly counts.</p>
2. Active Apprentices at Beginning of Period (BOP)	<p>Total number of active apprentices at the beginning of the reporting period (Beginning Count).</p> <p><b>NOTE:</b> Active apprentice counts include all registered (RE), suspended (SU), and reinstated (RI) apprentices. Do not include apprentices that were canceled or completed during the reporting period.</p>
3. Active Apprentices at End of Period (EOP)	<p>Total number of active apprentices at the end of the reporting period (Ending Count).</p> <p><b>NOTE:</b> Unless there are data revisions, this EOP count should equal the BOP count for the start of the next reporting period.</p>
4. Completers	<p>Total number of apprentices who completed training and received a completion certificate during the reporting period.</p> <p><b>NOTE:</b> Count the number of individual apprentices who: 1) complete their apprenticeship—meaning that they met all programmatic requirements and 2) were issued a completion certificate during the reporting period. If yes, then the apprentices should be counted. The year to date column is a sum of the quarterly counts.</p>
5. New Programs	<p>Total number of new programs registered during the reporting period.</p> <p><b>NOTE:</b> New program counts include all programs that: 1) registered during the reporting period and 2) entered into provisional status. The year to date column is a sum of the quarterly counts.</p>
6. Active Programs (BOP)	<p>Total number of active programs at the beginning of the reporting period (Beginning Count).</p> <p><b>NOTE:</b> Active program counts include all registered (RE), suspended (SU), and reinstated (RI) programs. Do not include programs that were canceled during the reporting quarter. “Cancelled” and “deregistered” are synonymous for this purpose.</p>

7. Active Programs (EOP)	<p>Total number of active programs at the end of the reporting period (Ending Count).</p> <p><b>NOTE:</b> Unless there are data revisions, this EOP count should equal the BOP count for the start of the next reporting period.</p>
8. Active Programs with Five (5) or More Apprentices (EOP)	<p>Total number of active programs with five (5) or more active apprentices registered in training at the end of the reporting period.</p> <p><b>NOTE:</b> This count is a point-in-time total of programs that are: 1) active on the last day of the reporting period and 2) have five or more apprentices who are also active on the last day of the reporting period.</p>
9. Employers	<p>Total number of employers that participate in a registered apprenticeship program.</p> <p><b>Employer:</b> any person or organization employing an apprentice whether or not such person or organization is a party to an Apprenticeship Agreement with the apprentice.</p> <p><b>NOTE:</b> This count should include an unduplicated count of employers who are signatories to a program sponsor's apprenticeship standards (Employer Acceptance Agreement).</p>
10. New Apprentices by Industry	<p>Total number of new apprentices registered during the reporting period by 2-digit NAICS industry. The sum total for all industries should be equivalent to the new apprentice count above.</p> <p><b>NOTE:</b> The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. (Website: <a href="http://www.census.gov/eos/www/naics/">www.census.gov/eos/www/naics/</a>)</p>
11. Active Apprentices by Industry (EOP)	<p>Total number of active apprentices at the end of the reporting period by 2-digit NAICS industry. The sum total for all industries should be equivalent to the active apprentice count (EOP) above.</p> <p><b>NOTE:</b> The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy. (Website: <a href="http://www.census.gov/eos/www/naics/">www.census.gov/eos/www/naics/</a>)</p>

ACTIVE APPRENTICE DEMOGRAPHICS (EOP)	DEFINITIONS/INSTRUCTIONS
12. Sex	Total number of active apprentices at the end of the reporting period by sex. The sum total should be equivalent to the active apprentice count (EOP) above.
13. Age	Total number of active apprentices at the end of the reporting period by age. The sum total should be equivalent to the active apprentice count (EOP) above.
14. Veteran Status	<p>Total number of active apprentices at the end of the reporting period by veteran status. The sum total should be equivalent to the active apprentice count (EOP) above.</p> <p><u>Veteran</u>: a person who has served in the active military, naval, or air service of the United States, and who was discharged or released therefrom under conditions other than dishonorable.</p> <p><u>Non Veteran, Other Eligible Individual</u>: a person who is a dependent spouse or child—or the surviving spouse or child—of a Veteran, and who is eligible for certain G.I. Bill and other VA-administered educational assistance benefits provided under Title 38 of the U.S. Code.</p> <p><u>Veteran, Eligible</u>: a Veteran who is eligible for certain G.I. Bill and other VA-administered educational assistance benefits provided under Title 38 of the U.S. Code.</p> <p><b>NOTE:</b> Veteran counts apply to any veteran status, without regard to VA benefit eligibility in the apprenticeship program.</p>
15. Disability Status	<p>Total number of active apprentices at the end of the reporting period by disability status. The sum total should be equivalent to the active apprentice count (EOP) above.</p> <p><u>Disability</u>: a person is considered to have a disability if he/she has a physical or mental impairment or medical condition that substantially limits a major life activity, or if the participant has a history or record of such an impairment or medical condition. Disabilities include, but are not limited to: blindness, deafness, cancer, diabetes, epilepsy, autism, cerebral palsy, HIV/AIDS, schizophrenia, muscular dystrophy, bipolar disorder, major depression, multiple sclerosis (MS), missing limbs or partially missing limbs, post-traumatic stress disorder (PTSD), obsessive compulsive disorder, impairments requiring the use of a wheelchair, and intellectual disability (previously called mental retardation).</p>
16. Ethnicity	<p>Total number of active apprentices at the end of the reporting period by ethnicity. The sum total should be equivalent to the active apprentice count (EOP) above.</p> <p><u>Hispanic or Latino</u>: a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, “Spanish origin,” can be used in addition to “Hispanic or Latino.”</p>

17. Race	<p>Total number of active apprentices at the end of the reporting period by race. The sum total should be equivalent to the active apprentice count (EOP) above.</p> <p><u>American Indian or Alaska Native</u>: a person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicate their race as "American Indian or Alaska Native" or report entries such as Navajo, Blackfeet, Inupiat, Yup'ik, or Central American Indian groups or South American Indian groups.</p> <p><u>Asian</u>: a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. This includes people who reported detailed Asian responses such as: "Asian Indian," "Chinese," "Filipino," "Korean," "Japanese," "Vietnamese," and "Other Asian" or provide other detailed Asian responses.</p> <p><u>Black or African American</u>: a person having origins in any of the Black racial groups of Africa. It includes people who indicate their race as "Black or African American," or report entries such as African American, Kenyan, Nigerian, or Haitian.</p> <p><u>Native Hawaiian or Other Pacific Islander</u>: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who reported their race as "Fijian," "Guamanian or Chamorro," "Marshallese," "Native Hawaiian," "Samoan," "Tongan," and "Other Pacific Islander" or provide other detailed Pacific Islander responses.</p> <p><u>White</u>: a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicate their race as "White" or report entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.</p> <p><u>Multiracial</u>: a person that identifies as two or more races.</p>
18. Education Level	<p>Total number of active apprentices at the end of the reporting period by education level. The sum total should be equivalent to the active apprentice count (EOP) above.</p>

Public Burden Statement – Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. Public reporting burden for this collection of information is estimated to average sixty minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The obligation to respond is required to obtain or retain benefits under 29 U.S.C. 50. Send comments regarding this burden or any other aspect of this collection of information including suggestions for reducing this burden to the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship, 200 Constitution Avenue, N.W., Room C-5321, Washington, D.C. 20210 (OMB Control Number 1205-0223).