

**ETA Form 9206, Part I - Registered CTE Apprenticeship Program Registration**

Please indicate whether the prepared Registered CTE Standards of Apprenticeship are new or if they are being revised:	
<input type="checkbox"/> New	<input type="checkbox"/> Revised
Program Registration Date (MO/DD/YYYY) (Provided by the Registration Agency Upon Completion of Registration)	
Registration Agency Representative Signature	Date

**NOTE: THIS FORM SHOULD BE COMPLETED BY THE PROGRAM SPONSOR IN CONJUNCTION WITH THE REGISTRATION AGENCY.**

\* The Registration Agency is available to assist sponsors in filling out these forms and meet the requirements of 29 CFR parts 29 and 30

**Section A. PROGRAM SPONSOR INFORMATION**

1. Employer Identification Number (Optional)		2. Program Number (When Assigned)	
3. Sponsor Name		4. Doing Business As (DBA) (If Applicable)	
5. Address			
6. City	7. State	8. Zip Code	9. County
10. Website	11. Phone Number	12. Cell Phone Number	13. Email Address
14. What is the program's relevant recruitment area for the selection of CTE apprentices?			
15. Sponsor Type (Select All That Apply)			
<input type="checkbox"/> Intermediary <input type="checkbox"/> Institution of Higher Education - Community College <input type="checkbox"/> Institution of Higher Education - Four-Year Degree Granting Institution <input type="checkbox"/> Local Education Agency <input type="checkbox"/> State CTE Agency <input type="checkbox"/> State Educational Agency <input type="checkbox"/> Other _____			
16. Is the sponsor a Perkins eligible recipient or institution?			
<input type="checkbox"/> Yes <input type="checkbox"/> No  If no, has the sponsor been designated by a Perkins eligible recipient or institution, State CTE Agency, or State Educational Agency as an intermediary?  <input type="checkbox"/> Yes <input type="checkbox"/> No			

**17. Sponsor NAICS Code****Section B. PROGRAM SPONSOR'S POINT OF CONTACT AND OTHER RELEVANT INFORMATION****1. Name (Last, First, Middle Initial)****2. Title****3. Is this person the primary point of contact for information about the program? (Select One)** Yes       No**NOTE: If there are additional program sponsor points of contact, please provide their name and contact information in a separate attachment.****4. Point of Contact's Address (If different from Sponsor's Address in Section A)****5. City****6. State****7. Zip Code****8. County****9. Telephone Number****10. Extension****11. Cell Phone Number****12. Email Address****Section C. ADDITIONAL PROGRAM CLASSIFICATION INFORMATION (INCLUDING SPONSOR'S POINT OF CONTACT FOR COMPLAINTS)****1. Participating Employer Information**

For each participating employer please provide the employer's name and the employer's primary point of contact information (first name, middle initial, last name, title, address, telephone number, cell phone number (optional), e-mail address, and Sponsor Standards Adoption Agreement(s) (as applicable) below or in a separate attachment.)

1.)

2.)

3.)

**2a. Please provide the name of the Registration Agency: \_\_\_\_\_****2b. Please provide the name of the State CTE Agency: \_\_\_\_\_****3. Are CTE apprentices covered under a Collective Bargaining Agreement in this program? (Select One)** Yes       No**If yes, please provide Bargaining Agency Name and then proceed to item 4 immediately below:****If no, please proceed to item 4.**

4. Does this program anticipate serving any incarcerated CTE apprentices?

Yes  No

5. Describe how completion of the program will result in CTE apprentices' selection into an apprenticeship program registered under 29 CFR Part 29 subpart A (including any advanced standing granted), enrollment in a postsecondary educational program, or employment. § 29.24(c)(4)

6. Describe the employment in which CTE apprentices will be employed in on-the-job training. Please include CTE apprentice job title and the CTE apprentice job title O\*NET Code in your description. § 29.24(c)(5)

7. Provide a description of the methods used during the course of the registered CTE apprenticeship program to measure progress on competency attainment. 29.24(e)(3)(ix)

8. Will the CTE apprentice be responsible for any unreimbursed costs, fees, and expenses to apprentices? § 29.24(e)(3)(xi)

Yes  No

If yes, list all such costs, fees, or expenses, along with a brief description and approximate amount for each.

9. Name and Contact Information (first name, middle initial, last name, title, address, telephone number, cell phone number (optional), and e-mail address) of the Individual Designated by the Program Sponsor to Receive Complaints. § 29.24(c)(18)

#### Section D. INDUSTRY SKILLS FRAMEWORK INFORMATION AND RELEVANT PROGRAM POLICIES

1. Is there an on-the-job training outline that aligns with an approved Industry Skills Framework (ISF)? (Select One) § 29.24(c)(1)

Yes  No

If yes, please provide the on-the-job training outline in a separate attachment.

If no, please work with the Registration Agency to develop an outline before submitting this Form.

2. Name of Approved ISF

3. Approved ISF Certification Number

4. ISF RAPIDS Code

5. ISF NAICS Code (If Applicable)

6. Term Length

7. Probationary Period (in hours)

- a. Duration of on-the-job training (OJT) (in hours)
- b. Duration of CTE apprenticeship-related instruction (in hours)

8. Attach documentation showing that the qualifications and experience of the trainers and instructors providing on-the-job training and CTE apprenticeship-related instruction to CTE apprentices satisfy the requirements described in 29 CFR § 29.12 and § 29.24(c)(15).

9. Does the program provide industry-recognized health or safety trainings to CTE apprentices during the registered CTE apprenticeship program? § 29.24(c)(10)

Yes       No

If yes, please list the names of the industry-recognized health or safety trainings:

10a. Describe the process by which the sponsor will reduce the usual term of on-the-job training or CTE apprenticeship-related instruction as a result of a registered CTE apprentice's prior learning, training, or acquired experience, or as a result of accelerated progress in the attainment of occupational competencies that is made by an apprentice during their participation in the registered CTE apprenticeship program. Such process must be fair, transparent, and equitable in objectively identifying, assessing, and documenting a CTE apprentice's prior learning, training, acquired experience, or accelerated progress. § 29.24(c)(14)

10b. Does the sponsor provide an increased wage for a CTE apprentice that is commensurate with any progression granted by the sponsor? § 29.24(c)(14)(ii)

Yes       No

13. What is the proposed CTE Apprentice-to-Journeyworker ratio for the on-the-job training of the CTE apprentice?  
§ 29.24(c)(7)

\_\_\_\_\_ CTE Apprentice(s) to \_\_\_\_\_ Journeyworker(s)

14. Number of Journeyworkers Employed

**Section E. REGISTERED APPRENTICESHIP PARTNERSHIP (OPTIONAL)**

**1. Does this program have a documented partnership with any registered apprenticeship programs registered under 29 CFR part 29 subpart A for the placement of apprentices? (Select One)**

Yes       No

If yes, please list the name(s) of the registered apprenticeship program(s) and proceed to item E2.

If no, please proceed to Section F.

**2. Does the registered apprenticeship program under subpart A award advanced standing for the completion of a registered CTE apprenticeship program?**

Yes       No

If yes, how much credit (in on-the-job training or related instruction hours) is awarded to the CTE apprentice for completion of the registered CTE apprenticeship program?

#### Section F. INSTITUTION OF HIGHER EDUCATION PARTNERSHIP

**1. Does this program have a documented partnership with any institution of higher education to facilitate the enrollment of CTE apprentices in a credit-bearing program? (Select One)**

Yes       No       Not Applicable (Sponsor is an Institution of Higher Education)

If yes, please list the name(s) of the institution(s) of higher education and proceed to item F2.

If no, please proceed to Section G.

**2. Does the institution of higher education award credit that counts toward a culminating postsecondary recognized credential, including a degree, for the completion of a registered CTE apprenticeship program?**

Yes       No       Not Applicable (Sponsor is an Institution of Higher Education)

If yes, how many credits are awarded to the CTE apprentice for completion of the registered CTE apprenticeship program?

#### Section G. CTE APPRENTICESHIP-RELATED INSTRUCTION PROVIDER(S) INFORMATION

**1. Name of Primary CTE Apprenticeship-Related Instruction Provider**

**14. Name of Secondary CTE Apprenticeship-Related Instruction Provider (If Applicable) (Note: If there are more than two CTE Apprenticeship-Related Instruction providers, please provide their information in a separate attachment)**

**2. Address**

**15. Address**

3. City	4. State	5. Zip Code	16. City	17. State	18. Zip Code
6. Website (Optional)			19. Website (Optional)		
7. Name of State-approved CTE Program			20. Name of State-approved CTE Program (If Applicable)		
<b>8. Instruction Method (Select All That Apply)</b> <input type="checkbox"/> Classroom/In-person <input type="checkbox"/> Correspondence <input type="checkbox"/> Virtual/Web-Based Learning			<b>21. Instruction Method (Select All That Apply)</b> <input type="checkbox"/> Classroom/In-person <input type="checkbox"/> Correspondence <input type="checkbox"/> Virtual/Web-Based Learning		
<b>9. Provider Type (Select All That Apply)</b> <input type="checkbox"/> Sponsor <input type="checkbox"/> 4-Year Degree Granting Institution <input type="checkbox"/> Community College <input type="checkbox"/> Secondary School <input type="checkbox"/> Technical School <input type="checkbox"/> Vocational School <input type="checkbox"/> Other _____			<b>22. Provider Type (Select All That Apply)</b> <input type="checkbox"/> Sponsor <input type="checkbox"/> 4-Year Degree Granting Institution <input type="checkbox"/> Community College <input type="checkbox"/> Secondary School <input type="checkbox"/> Technical School <input type="checkbox"/> Vocational School <input type="checkbox"/> Other _____		
<b>10. If this entity will award post-secondary credit hours towards the minimum 12 required, how many postsecondary credit hours will this entity award?</b>			<b>23. If this entity will award post-secondary credit hours towards the minimum 12 required, how many postsecondary credit hours will this entity award?</b>		
<b>11. Is there an established CTE Apprenticeship-Related Instruction outline/plan? (Select One)</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, please provide the outline/plan in a separate attachment.  If no, please work with the Registration Agency to develop an outline/plan before submitting this			<b>24. Is there an established CTE Apprenticeship-Related Instruction outline/plan? (Select One)</b> <input type="checkbox"/> Yes <input type="checkbox"/> No  If yes, please provide the outline/plan in a separate attachment.  If no, please work with the Registration Agency to develop an outline/plan before submitting this Form.		

<b>Form.</b>			
<b>12. Contact Person (First Name and Last Name Required)</b>		<b>25. Contact Person (First Name and Last Name Required)</b>	
<b>13a. Telephone Number</b>	<b>13b. Email Address</b>	<b>26a. Telephone Number</b>	<b>26b. Email Address</b>

**Section H. Part A - REGISTERED CTE APPRENTICESHIP SPONSOR PROGRAM REGISTRATION WRITTEN PLAN**

**1. Describe how the program will ensure the students who are selected to participate in the registered CTE apprenticeship program reflect a diverse and inclusive cross-section of the current student body enrollment of the participating secondary or postsecondary school(s) consistent with the requirements of 29 CFR part 30. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(A)**

**2. Describe how the CTE program's training and curriculum align with an approved Industry Skills Framework. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(B)**

**3. Provide a description of the secondary credits or recognized postsecondary credit hours and credentials the program may provide, including how the program confers such credits and credentials, and its usefulness for CTE apprentices' entry into employment, a registered apprenticeship program under subpart A of this part, or a postsecondary educational program. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(C)**

**4. Provide a description how you as the sponsor will ensure each employer has an established record of maintaining a safe and inclusive workplace that is free from discrimination, violence, harassment, intimidation, and retaliation against employees. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(D)**

**5. Provide a description of how the CTE apprentices participating in the program will have access to a broad range of career services and supportive services that enable participation in, and successful completion of, the registered CTE apprenticeship program. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(E)**

**6. Provide a description of the routine monitoring and oversight conducted by the sponsor of all aspects of the registered CTE apprenticeship program. (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(F)**

**Section H. Part B - REGISTERED CTE APPRENTICESHIP SPONSOR PROGRAM REGISTRATION WRITTEN PLAN**

7. Provide a description of how the sponsor will implement, upon registration, the affirmative steps to provide equal employment opportunity in apprenticeship required by 29 CFR § 30.3(b). (Please provide an attachment or include narrative below) § 29.24(d)(2)(v)(F)(1) - (5)

8. Identify the individual or individuals that will be responsible and accountable for overseeing the sponsor's commitment to equal opportunity in registered CTE apprenticeship. (Please provide an attachment or include narrative below)

9. Identify the publications or other documents where the sponsor's equal opportunity pledge will be published and the physical or digital locations where the sponsor's equal opportunity pledge will be posted. (Please provide an attachment or include narrative below)

10. Describe the planned schedule for orientation and information sessions for individuals connected with the administration or operation of the registered CTE apprenticeship program, including all CTE apprentices and journeyworkers who regularly work with CTE apprentices, to inform and remind such individuals of the sponsor's EEO policy with regard to registered CTE apprenticeship. (Please provide an attachment or include narrative below)

11. Provide a list of current recruitment sources that will generate referrals from all demographic groups within the relevant recruitment area, including the identity of a contact person, mailing address, telephone number, and email address for each recruitment source. (Please provide an attachment or include narrative below)

12. Describe the sponsor's procedures to ensure that its CTE apprentices are not harassed or otherwise subjected to discrimination because of their race, color, religion, national origin, sex, sexual orientation, age (40 or older), genetic information, or disability and to ensure that its apprenticeship program is free from intimidation and retaliation. This description must specifically include: (1) the planned schedule and content source for the required anti-harassment training to all individuals connected with the administration or operation of the registered CTE apprenticeship program; and (2) the sponsor's procedures for handling and resolving complaints about harassment and intimidation. (Please provide an attachment or include narrative below)

#### Section I. SUPPORTIVE SERVICES INFORMATION

1. Does this program provide CTE apprentices with supportive services during the program?

Yes       No

If yes, indicate the provider of supportive services during the program: (Select all that apply)

Sponsor       Other \_\_\_\_\_

2. Supportive services available to CTE apprentices during the program, whether funded by the sponsor or another source. (Select all that apply)

Transportation       Tools, Supplies or Uniforms       Child/Dependent Care  
 Housing       Needs-Related Payments       Other \_\_\_\_\_

**Section J. CTE APPRENTICE EMPLOYMENT INFORMATION**



**PLEASE NOTE:**

➤ Registered CTE Apprenticeship is considered a group program (i.e., an apprenticeship program established by a sponsoring organization in which one or more employers have agreed to participate, , and as such, program sponsors will need to attach the CTE apprentice employment information for each participating employer in the program located in ETA Form XXX, Part IA (Registered CTE Apprenticeship Program Participating Employer Tear-Off), in addition to completing the information in items 1-6 of this Section J. After the sponsor has completed the CTE apprentice employment information below and for each participating employer in ETA Form XXX, Part IA (Registered CTE Apprenticeship Program Participating Employer Tear-Off), please continue to Section K (Academic Credit and Interim Credentials) below and proceed to complete the remainder of this form.

1. CTE Apprentice Entry Wage	2. CTE Apprentice Final Wage
------------------------------	------------------------------

<p>3a. Are Wages Paid During CTE Apprenticeship-Related Instruction? (Select One)</p> <p><input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, Enter Wage Amount:</p>	<p>3b. Hours When CTE Apprenticeship-Related Instruction is Provided (Select One)</p> <p><input type="checkbox"/> During Work Hours    <input type="checkbox"/> Not During Work Hours</p> <p><input type="checkbox"/> Both During and Not During Work Hours</p>
--	---

3c. Hours when Registered CTE Apprenticeship on-the-job training is conducted (Select all that apply):

Days     Nights     Weekends     During the Summer     During School Hours

4. Wage Rate (Select One)

% of CTE Apprentice Final Wage     \$ amount of wage     Both % and \$ amount of wage

**5. Wage Progression Schedule**

a. Wage Progression Step	b. Hourly Wage/ % of CTE Apprentice Final Wage (If Applicable)	c. Duration (If Applicable)	d. Number of Skills and Competencies (If Applicable)
1.)			
2.)			
3.)			
4.)			
5.)			
6.)			
7.)			
8.)			
9.)			
10.)			

**6. Fringe Benefits [if applicable]**

a. Does the sponsor or any participating employer provide fringe benefits to CTE apprentices? (Select One)

Yes       No

b. If yes, please select any fringe benefits that apply:

Health Insurance Contribution     Life Insurance     Pension/Retirement Contribution

Vacation     Sick Leave     Paid Holidays

Other "bona fide" fringe benefits Please list: \_\_\_\_\_

c. If yes to item 6a above, please provide an approximate hourly value of the total fringe benefits provided.

\_\_\_\_\_

**Section K. ACADEMIC CREDIT AND INTERIM CREDENTIALS**

1a. Do participants receive a high school diploma as part their participation in the program?

Yes       No

1b. Do participants receive a high school equivalency as part their participation in the program?

Yes       No

2. Does this program provide at least 12 postsecondary credit hours?

Yes       No

3. Name of entity awarding postsecondary credit hours

4. Total number of postsecondary credit hours awarded

5. Are interim credentials provided?

Yes       No

6. Interim Credential Name

7. Name of Entity Awarding Credential

8. Recognized Postsecondary Credential Type (check all that apply)

Industry Recognized Certificate

Industry Certification

License from local, State or Federal Government

Associate's Degree

9. Entity Type

Secondary School

Community College

Technical School

Vocational School

<input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Master's Degree <input type="checkbox"/> Doctorate Degree	<input type="checkbox"/> 4-Year Degree Granting Institution <input type="checkbox"/> Labor Union <input type="checkbox"/> Federal/State/Local Government <input type="checkbox"/> Industry Association <input type="checkbox"/> Other Credentialing Association
---	---

**Section L. PROGRAM ELIGIBILITY AND SELECTION PROCEDURES**

**1. Does this program have an established Selection Procedure? (Select One)**

Yes       No

If yes, please describe the selection procedures or include in a separate attachment.

If no, please work with the Registration Agency to develop procedures before submitting this Form.

**2. Does the program provide a preference to veteran applicants or specifically provide outreach to veterans as part of its selection procedures?**

Yes       No

If yes, please describe the program's preference or strategy for hiring veterans or include a separate attachment.

**3. Minimum Eligibility Requirements for Entry into the Program (If Applicable)**

a. Age:

b. Education:

c. Physical:

d. Aptitude Tests:

e. Other:

**Section M. AGREEMENTS AND ATTESTATIONS**

Please review the statements and mark the check boxes acknowledging agreement.

- The program sponsor will ensure that participating employers provide adequate, safe, and accessible facilities and equipment for the training and supervision of apprentices that are compliant with all applicable Federal, State, and local disability, occupational safety, and occupational health laws. **§ 29.24(c)(9)**
- The program sponsor attests that the sponsor and participating employers will provide adequate, industry-recognized safety training for CTE apprentices on the job and in CTE apprenticeship-related instruction. **§ 29.24(c)(10)**
- The program sponsor will assure that the specific commitments, roles, and responsibilities assumed by employers, local educational agencies, secondary schools, institutions of higher education, intermediaries, and others with respect to the operation of the registered CTE apprenticeship program are or will be formalized through memoranda of understanding or other written agreements. **§ 29.24(d)(2)(vi)**
- The program sponsor will maintain all records concerning registered CTE apprenticeship that are detailed at section § 29.18. **§ 29.24(d)(2)(vii)**
- As applicable, pursuant to an agreement with the State CTE Agency, State Educational Agency, local educational agencies, or institutions of higher education, an intermediary designated as a program sponsor must ensure compliance with 29 CFR § 29.24 and coordinate with the relevant local educational agencies, secondary school(s), institutions of higher education, community colleges, or CTE apprenticeship-related instruction providers to ensure all requirements, as well as any additional requirements established by the State CTE Agency, State Educational Agency, Local Educational Agency(LEA) or Institution of Higher Education (IHE), are met. **§ 29.24(d)(3)**
- The program sponsor will (1) uphold the Equal Opportunity Pledge, pursuant to 29 CFR 30.3(c); (2) operate the program in accordance with all the applicable provisions of 29 CFR part 30, as amended; and (3) where applicable, will operate the program in accordance with an approved State plan for equal employment opportunity in apprenticeship. **§ 29.24(c)(17)**
- The program sponsor will implement effective measures to promote and maintain a safe and inclusive workplace environment that is free from all forms of violence, harassment, intimidation, and retaliation against apprentices. **§ 29.24(2)(v)(D)**
- The program sponsor will Comply with the Fair Labor Standards Act, the Davis-Bacon and related Acts, the Service Contract Labor Standards (formerly the McNamara-O'Hara Service Contract Act or SCA), and all other applicable Federal, State, and local laws. The sponsor acknowledges that Registered CTE apprentices are not eligible to receive sub-prevailing wages for work in connection with Davis Bacon or Service Contract Labor Standards, nor are Registered CTE apprentices eligible for exceptions to DOL-issued standards regarding occupations particularly hazardous for the employment of minors between 16 and 18 years of age (29 CFR 575.50). **§ 29.24(e)(6)(i)**.
- The sponsor acknowledges that it is responsible for ensuring that participating employers complete a Sponsor Standards Adoption Agreement that complies with the requirements of this application, once approved by the Registration Agency. In the event that any terms of a Sponsor Standards Adoption Agreement or CTE Apprenticeship Agreement would conflict in any way with the standards approved in this form, it is the responsibility of the sponsor to seek and obtain amended standards before such Sponsor Standards Adoption Agreement or CTE Apprentice Agreement may be signed.

**Section N. ATTACHMENTS**

Please review the statements and mark the check boxes acknowledging agreement and/or submission.

- The program sponsor has attached a copy of the program's on-the-job training outline that aligns with an approved industry skills framework.
- The program sponsor has attached a copy of the program's CTE related-instruction training outline.
- The sponsor has attached a copy of the program's Standards of Registered CTE Apprenticeship.
- The program sponsor has attached a copy of the CTE apprenticeship agreement for the registered CTE apprenticeship program.
- The program sponsor has attached a copy of the program's recruitment and retention plan.
- The program sponsor agrees to provide a copy of the program's selection procedures.
- The program sponsor has attached documentation showing that the qualifications and experience of the trainers and instructors providing on-the-job training and CTE apprenticeship-related instruction to CTE apprentices satisfy the requirements described in 29 CFR § 29.12 and § 29.24(c)(15).
- As applicable, the registered CTE apprenticeship program's participating employer has attached a copy of the Collective Bargaining Agreement that governs the terms and conditions of an apprentice's employment and will report to the Registration Agency collective bargaining signatories within 30 days of their agreement.
- As applicable, a Registered CTE Apprenticeship program sponsor has attached or agrees to attach each Sponsor Standards Adoption Agreement(s) governing the terms and conditions of each participating employer's engagement in the Registered CTE Apprenticeship program within 30 days of the execution of each agreement.

**Section O. PROGRAM SPONSOR'S WRITTEN ASSURANCES WITH RESPECT TO VETERANS' EDUCATIONAL ASSISTANCE AS MANDATED BY PUBLIC LAW 116-134 (134 STAT. 276)**

Pursuant to section 2(b)(1) of the Support for Veterans in Effective Apprenticeships Act of 2019 (Pub. L. 116-134, 134 Stat. 276), by signing below the program sponsor official whose name and initials are subscribed below assures and acknowledges to the U.S. Department of Labor's Office of Apprenticeship the following regarding certain G.I. Bill and other VA-administered educational assistance referenced below (and described in greater detail at the VA's website at: <https://www.va.gov/education/eligibility>) for which current apprentices and/or apprenticeship program candidates may be eligible:

- (1) The program sponsor is aware of the availability of educational assistance for a veteran or other eligible individual under chapters 30 through 36 of title 38, United States Code, for use in connection with a registered apprenticeship program (**Initials of program sponsor official:** \_\_\_\_\_);
- (2) The program sponsor will make a good faith effort to obtain approval for educational assistance described in paragraph (1) above for, at a minimum, each program location that employs or recruits a veteran or other eligible individual for educational assistance under chapters 30 through 36 of title 38, United States Code (**Initials of program sponsor official:** \_\_\_\_\_); and
- (3) The program sponsor will not deny the application of a qualified candidate who is a veteran or other individual eligible for educational assistance described in paragraph (1) above for the purpose of avoiding making a good faith effort to obtain approval as described in paragraph (2) above (**Initials of program sponsor official:** \_\_\_\_\_).

**Attestation:** I declare under penalty of perjury that I have read and reviewed the contents of this registered CTE apprenticeship program registration document, including the foregoing assurances required of program sponsors under Pub. L. 116-134, and that to the best of my knowledge, the information contained therein is true and accurate.

Section P. SIGNATURES	
1. Name of Program Sponsor Official (First, MI, Last)	2. Title of Official
3. Signature of Official	4. Date of Signature

### ETA Form XXX, Part I - Registered CTE Apprenticeship Program Registration Glossary

**Program Registration Date** means the date the program was officially registered and will be provided by the Registration Agency upon registration of the program.

#### Section A: Program Sponsor's Identifying Information

- A1. **Employer Identification Number (EIN)** means an Internal Revenue Service Federal Tax Identification Number that is used to identify a business entity. The submission of the EIN is voluntary.
- A2. **Program Number** means a generated number assigned to a program sponsor when a program is registered in the Office of Apprenticeship's Registered Apprenticeship Partners Information Data System (RAPIDS).
- A3. **Sponsor** means the local education agency, institution of higher education, State CTE agency, State Educational Agency or designated intermediary organization that is submitting the application and that will be responsible for administering the program in accordance with 29 CFR § 29.24.
- A14. **Relevant Recruitment Area** means the geographic location where the sponsor will conduct outreach and recruitment to select CTE apprentices. Examples of "geographic location" in this context include approximate distance (e.g., within a 50-mile radius of X location) or political jurisdictions (e.g., counties, cities, states, zip codes).
- A15. **Sponsor Type** means the type of entity (e.g., person, employer, association, committee, intermediary, agency or organization) operating and administering the apprenticeship program registered by a

Registration Agency. The sponsor filling this form out should select any of the types that apply to their organization.

- **Institution of Higher Education** means the term given in sec. 101(a) of the Higher Education Act of 1965 (<https://uscode.house.gov/view.xhtml?path=/prelim@title20/chapter28/subchapter1&edition=prelim>).
  - **Intermediary** means an entity that assists in the provision, coordination, or support of a registered CTE apprenticeship program and has been designated by the State CTE Agency, State Educational Agency, local educational agency, or institution of higher education, pursuant to an agreement, that has expertise in organizing and coordinating registered CTE apprenticeship programs or registered apprenticeship programs.
  - **Local Educational Agency** means the term given in section 8101 of the Elementary and Secondary Education Act of 1965 (<https://oese.ed.gov/offices/office-of-formula-grants/school-support-and-accountability/well-rounded-education-student-centered-funding-demonstration-grants/eligibility/>).
  - **State CTE Agency** means a State board designated or created consistent with State law as the sole State government agency responsible for the administration of CTE in the State or for the supervision of the administration of CTE in the State pursuant to 20 U.S.C. 2302(18), or another State government agency delegated the authority by such State board to administer Perkins.
  - **State Educational Agency** means the State board of education or other agency or officer primarily responsible for the State supervision of public elementary schools and secondary schools, or, if there is no such officer or agency, an officer or agency designated by the Governor or by State law. (<https://sites.ed.gov/idea/regs/b/a/300.41>).
- A16. **Eligible Recipient** is defined at 20 U.S.C. 2302(21). (<https://www.govinfo.gov/content/pkg/COMPS-3096/pdf/COMPS-3096.pdf>).
- A16. **Eligible Institution** is defined at 20 U.S.C. 2302(20) . (<https://www.govinfo.gov/content/pkg/COMPS-3096/pdf/COMPS-3096.pdf>).
- A17 **North American Industrial Classification System (NAICS) Code** means 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. For more information on NAICS, please go to the following website: <https://www.census.gov/naics/>.

### Section C: Additional Program Classification Information (Including Sponsor's Point of Contact for Complaints)

- C1. **Sponsor Standards Adoption Agreement** means a written agreement executed outside of a collective bargaining process in which a participating employer agrees to adopt and utilize a set of registered CTE apprenticeship program standards for the employment and training of CTE apprentices that were developed by a program sponsor and registered by a Registration Agency.
- C3. **Collective Bargaining Agreement** means a written agreement negotiated between an employer (or a group of employers) and the bargaining representative(s) of a labor union to which employees of the employer(s) belong that addresses such topics as wages, hours, workplace health and safety, employee benefits, and other terms and conditions of employment. Sponsors must indicate if a collective bargaining agreement applies to their apprenticeship program and whether apprentices are covered by such agreement. If there is an applicable collective bargaining agreement, sponsors must provide the Bargaining Agency Name.
- C5. **Registered apprenticeship program** registered under 29 CFR Part 29 subpart A refers to a Registered Apprenticeship program that is not a Registered CTE apprenticeship program through which an apprentice would achieve occupational proficiency in the occupation. Sponsors, employers and apprentices may visit <https://www.apprenticeship.gov/partner-finder> to find such a program in their area or occupation of interest.
- C6. **CTE Apprentice Job Title** means the specific title of a job that a sponsor, in agreement with a participating employer, designates for a CTE apprentice's on-the-job training employment.
- C6. **Occupational Information Network (O\*NET) Code** means the 8-digit code in the O\*NET data system (<https://www.onetonline.org/>).
- C8. **Costs, Fees, and Expenses** means any costs, fees, or expenses relating to participation in the on-the-job

training or CTE apprenticeship-related instruction components of a registered CTE apprenticeship program that CTE apprentices may be obligated to assume (either directly through a bill to the CTE apprentice or indirectly by not reimbursing the CTE apprentice for necessary tools, equipment, instructional materials, tuition, etc.). For purposes of this registration form, sponsors must list each cost, fee, or expense, including a brief description of each and the approximate or average amount of the cost, fee, or expense. Examples of costs, fees, and expenses assumed by apprentices include equipment, supplies, assessments, licensures, tuition, or other costs necessary for the successful completion of the on-the-job training and CTE apprenticeship-related instruction components of the registered CTE apprenticeship program.

- C9. **Individual Designated by the Program Sponsor to Receive Complaints** means the individual responsible for receiving and processing complaints from CTE apprentices relating to the apprenticeship program. Sponsors must include contact information for this individual at item C9, including their first name, middle initial, last name, title, address, telephone number, and email address (including the individual's cell phone number is optional).

#### Section D: Industry Skills Framework Information and Relevant Program Policies

- D1. **Industry Skills Framework (ISF)** means an on-the-job training outline of nationally applicable, high-quality standards of registered CTE apprenticeship validated by industry and detailing the required skills and competencies to be attained through a CTE apprentice's participation in a registered CTE apprenticeship program. To find approved Industry Skills Frameworks, please visit [www.apprenticeship.gov/](http://www.apprenticeship.gov/) [dedicated web\_page\_address]
- D4. **ISF RAPIDS Code** means the numeric code of the industry skills framework assigned by the Office of Apprenticeship.
- D8. **Term Length** means the minimum duration of the registered CTE apprenticeship program necessary to convey all the skills and competencies described in on-the-job training outline to attain proficiency in the associated industry skills framework –all registered CTE apprenticeship programs must involve a minimum of 900 hours of on-the-job training and must include no less than a minimum of 540 hours of CTE apprenticeship-related instruction. This training and related instruction may be offered over the course of multiple years, but a CTE apprentice must be at least 16 years old.
- D9. **Probationary Period** means the number of hours of on-the-job training during the CTE apprentice's probationary period. A probationary period cannot exceed 30 days.

#### Section E. Registered Apprenticeship Partnership (Optional)

- E1. **Registered apprenticeship program** registered under 29 CFR Part 29 subpart A refers to a Registered Apprenticeship program that is not a Registered CTE Apprenticeship program through which an apprentice would achieve occupational proficiency in the occupation. Sponsors, employers and apprentices may visit <https://www.apprenticeship.gov/partner-finder> to find such a program in their area or occupation of interest.

#### Section F: Institution of Higher Education Partnership

- F1. **Institution of Higher Education** means the term given in sec. 101(a) of the Higher Education Act of 1965 (<https://uscode.house.gov/view.xhtml?path=/prelim@title20/chapter28/subchapter1&edition=prelim>).

#### Section G: CTE Apprenticeship-Related Instruction Provider(s) Information

- G1-G26. **CTE Apprenticeship-Related Instruction Provider(s) Information** section requires the sponsor to enter information on the CTE Apprenticeship-related instruction provider in F1-13 and in F14-26, if there is an additional CTE Apprenticeship-related instruction provider.

#### Section H: Registered CTE Apprenticeship Sponsor Program Registration Written Plan - Part A and B

- H3. **Recognized postsecondary credential** means a credential consisting of an industry-recognized certificate or certification, a license recognized by the State involved or Federal Government, or an associate or baccalaureate degree.
- H7. **Equal Employment Opportunity (EEO) Requirements** means submission to the Registration Agency a description that satisfactorily addresses the immediate steps it will undertake to implement the requirements of 29 CFR § 30.3(b). This description must, at a minimum, meet the requirements of § 29.24(d)(2)(G), by addressing items H7 – H12.

### Section I: Supportive Services Information

- I1. **Supportive Services** means services such as transportation, child care, dependent care, housing, and needs-related payments that are necessary to enable an individual to participate and succeed in registered apprenticeship and registered CTE apprenticeship.

### Section J: CTE Apprentice Employment Information

- J1. **CTE Apprentice Entry Wage** means the hourly wage paid to a CTE apprentice at program entry, calculated as dollars per hour.
- J2. **CTE Apprentice Final Wage** means the hourly wage paid to a CTE apprentice during their final progression in the wage schedule, calculated as dollars per hour.
- J3a. **Wage Amount** means the hourly wage amount paid during CTE apprenticeship-related instruction, if the CTE related instruction is paid.
- J4. **Wage Rate** means either the percent of CTE apprentice final wage, the dollar amount of wage, or both the percent of CTE apprentice final wage and dollar amount of wage. If the sponsor selects “Both the percent of CTE apprentice final wage and \$ amount of wage,” the sponsor can enter a percentage or dollar amount for the wage in each period.
- J5. **Wage Schedule Information** means the requirement of a progressively increasing schedule of wages during the registered CTE apprenticeship based on the acquisition of increased skills and competencies on-the-job and in CTE apprenticeship-related instruction.
- J6. **Fringe Benefits** means, where applicable, a sponsor’s or participating employer’s contributions irrevocably made to a trustee or third party pursuant to a bona fide fringe benefit fund plan or program; and/or the rate of costs incurred in providing bona fide fringe benefits pursuant to an enforceable commitment to carry out a financially responsible plan or program and communicated to the apprentices in writing. However, payments required by Federal, State, or local law are not fringe benefit contributions; accordingly, payments required to fund Social Security, unemployment compensation, and workers’ compensation programs, as required by law, do not count as fringe benefits. For more information, visit: <https://www.dol.gov/agencies/whd/government-contracts/construction/faq/fringe-benefits>.

### Section K: Academic Credit and Interim Credentials

- K2. **Academic Credit** means a unit by which coursework is measured and awarded upon completing and passing a course or program.
- K3. **Entity Awarding Postsecondary Credit Hours** means the name of organization, institution or agency awarding the minimum 12 postsecondary credit hours required in the program.
- K4. **Total Number of Postsecondary Credit Hours Awarded** means total hours of academic credit awarded by the entity awarding postsecondary credit hours.
- K5. **Interim Credential** means a recognized postsecondary credential issued in connection with participation in a registered CTE apprenticeship program. The interim credential may signify that a CTE apprentice has successfully attained competency milestones within an occupation deemed suitable for registered CTE apprenticeship training, usually as a part of a career pathway, sequence, or progression towards the attainment of more advanced competencies and credentials in that occupation.
- K6. **Interim Credential Name** means the name of credential attained.
- K7. **Entity Awarding Credential** means the name of institution, organization, or agency awarding credential.
- K8. **Recognized Postsecondary Credential Type** means the level of industry, occupational or technical skills training/educational attainment awarded in the form of a certificate, certification, license, or degree.

K9. **Entity Type** means an institution, organization, or agency issuing the credential.

#### Section L: Selection Procedures

- L1. **Selection Procedure** means any measure, combination of measures, or procedure used as a basis for any decision in apprenticeship. Selection procedures include the full range of assessment techniques, including: traditional paper and pencil tests; performance tests; training programs; probationary periods; physical, educational, and work experience requirements; informal or casual interviews; and unscored application forms.
- L2. **Preference to Veteran Applicants** means any policy or procedure that grants preference or priority to veteran applicants when selecting apprentices, including policies or procedures that involve specialized or targeted outreach to veteran applicants.

---

**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 90 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 or email [OA-ICRs@dol.gov](mailto:OA-ICRs@dol.gov) and reference OMB Control Number 1205-0NEW. Note: Please do not return the completed ETA Form 9206, Part I to this address.

---