



2016 Master Boilerplate Individual Employer Guideline Standards

Apprenticeship**USA**

Appendix A

**WORK PROCESS SCHEDULE
AND
RELATED INSTRUCTION OUTLINE**



Appendix A

WORK PROCESS SCHEDULE OCCUPATION TITLE O*NET-SOC CODE: _____ RAPIDS CODE: _____

This schedule is attached to and a part of these Standards for the above identified occupation.

1. TYPE OF OCCUPATION

Time-based Competency-based Hybrid

2. TERM OF APPRENTICESHIP

The term of the occupation is _____ years with an OJL attainment of _____ hours, supplemented by the minimum required _____ hours of related instruction.

3. RATIO OF APPRENTICES TO JOURNEYWORKERS

The apprentice to journeyworker ratio is: _____ Apprentice(s) to _____ Journeyworker(s).

4. APPRENTICE WAGE SCHEDULE

Apprentices shall be paid a progressively increasing schedule of wages based on either a percentage or a dollar amount of the current hourly journeyworker wage rate, which is: _____.

4-Year Term Example:

1 st	6 months + hours = _____	2 nd	6 months + hours = _____
3 rd	6 months + hours = _____	4 th	6 months + hours = _____
5 th	6 months + hours = _____	6 th	6 months + hours = _____
7 th	6 months + hours = _____	8 th	6 months + hours = _____

5. WORK PROCESS SCHEDULE (See attached Work Process Schedule)

The sponsor may modify the work processes to meet local needs prior to submitting these Standards to the appropriate Registration Agency for approval.

6. RELATED INSTRUCTION OUTLINE (See attached Related Instruction Outline)



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WORK PROCESS SCHEDULE
Occupation Title
O*NET-SOC CODE: RAPIDS CODE:

APPROXIMATE
HOURS

PLEASE PROVIDE THE WORK PROCESSES

TOTAL MINIMUM HOURS



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RELATED INSTRUCTION OUTLINE

Occupation Title

O*NET-SOC CODE: RAPIDS CODE:

Related instruction - This instruction shall include, but not be limited to:

**APPROXIMATE
HOURS**

PLEASE PROVIDE THE RELATED INSTRUCTION _____

TOTAL MINIMUM HOURS _____