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## Appendix A

*(Sponsor(s) with multiple occupations must complete an  
Appendix A for each occupation)*

**WORK PROCESS SCHEDULE**

**AND**

**RELATED INSTRUCTION OUTLINE**

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## Appendix A

### WORK PROCESS SCHEDULE

#### OCCUPATION TITLE

**O\*NET-SOC CODE:** [Click to enter O\\*NET Code](#) **RAPIDS CODE:** [Click to enter RAPIDS Code](#)

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

#### 1. APPRENTICESHIP APPROACH

☐ Time-based ☐ Competency-based ☐ Hybrid

#### 2. TERM OF APPRENTICESHIP

The term of the apprenticeship is # years with an OJL attainment of # (*Choose one: hours/competencies*), supplemented by the minimum required # hours of related instruction.

*(Note: The competency-based training approach is not based on hours.)*

#### 3. RATIO OF APPRENTICES TO JOURNEYWORKERS

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

#### 4. APPRENTICE WAGE SCHEDULE

rate, which is:

\$ ##.

Enter progressive wage schedule here.

4-Year Term Example:

1 <sup>st</sup>	6 months + hours =
2 <sup>nd</sup>	6 months + hours =
3 <sup>rd</sup>	6 months + hours =
4 <sup>th</sup>	6 months + hours =
5 <sup>th</sup>	6 months + hours =
6 <sup>th</sup>	6 months + hours =
7 <sup>th</sup>	6 months + hours =
8 <sup>th</sup>	6 months + hours =

#### 5. PROBATIONARY PERIOD

Every applicant selected for apprenticeship will serve a probationary period of # *weeks*.

#### 6. SELECTION PROCEDURES

Please see page A- . (Insert after On-The-Job Learning Outline/Related Instruction Outline)



**Appendix A**  
**ON-THE-JOB LEARNING OUTLINE**  
**OCCUPATION TITLE**

**O\*NET-SOC CODE:** [Click to enter O\\*NET Code](#) **RAPIDS CODE:** [Click to enter RAPIDS Code](#)

**Instructions for entering the On-The-Job Learning Outline of the Work Process Schedule:**

Time-based Occupation: Please provide the Work Process Schedule below to include the Job Tasks (left column) required to complete the apprenticeship program with the approximate amount of time (right column) the apprentice will spend in each task.

Hybrid Occupation: Please include the minimum/maximum number of hours (right column) with the breakdown of the Job Tasks and the successful demonstration of competencies described in the Work Process Schedule (left column), required to complete the apprenticeship program and identify an appropriate means of testing and evaluation for such competencies.

Competency-based Occupation: Please describe competencies required for the apprenticeship (left column and identify an appropriate means of testing and/or evaluating for such competencies (right column).

**Work Process Schedule:**

**Approximate Hours:**

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**TOTAL MINIMUM HOURS** \_\_\_\_\_



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## Appendix A

### RELATED INSTRUCTION OUTLINE

#### OCCUPATION TITLE

O\*NET-SOC CODE: [Click to enter O\\*NET Code](#) RAPIDS CODE: [Click to enter RAPIDS Code](#)

#### ***Instructions for entering the Related Instruction Outline for all occupation approaches:***

*Please provide the Related Instruction Outline to include a list of the anticipated courses, the learning objectives, and the estimated number of hours that each course will last.*

**Related Instruction Descriptions:**

**Approximate Hours:**

**TOTAL MINIMUM HOURS** \_\_\_\_\_



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## SELECTION PROCEDURES

*Click here to enter Selection Procedures for this occupation:*