



**GROW
APPRENTICESHIP
CALIFORNIA**
POWERED BY
FOUNDATION for CALIFORNIA COMMUNITY COLLEGES



**The James Irvine
Foundation**

Pathway to Apprenticeship: Educational Partners

The Education partner provides Related and Supplemental Instruction (RSI) and acts as an advisor to the program sponsor. For accredited postsecondary institutions, RSI may also bestow academic credit for RSI classes that apprentices attend and complete. The Education partner sometimes acts as a program sponsor.



1. Determine the need

- Explore how apprenticeships and partnerships can increase enrollment and completion rates.
- Assess local employers' skills and certification demands and requisite student training hours.
- Optimize existing college/district training programs if available.
- Develop DEIA strategies for comprehensive student access to the program.



2. Identify and connect with partners

- Determine whether an apprenticeship program¹ already exists. If a new one is needed, consider connecting with an established intermediary² to develop it.
- Cultivate relationships with relevant employers or industry associations, possibly identifying an internal advocate for the cause.
- Engage with community partners for diverse apprentice recruitment and supportive services.³



3. Plan/negotiate/build

- Develop courses or curricula, provide instructors, offer facilities and materials, and provide counseling and testing. Support apprentices through the completion of their RSI or certificate or degree program.
- Establish apprenticeship attendance monitoring that ensures apprentices are not rendered education fees and supports RSI reimbursement reporting.



4. For Program Sponsors – Establish program standards

- As a sponsor, set selection criteria, wage structures, advancement procedures, and graduation requirements for apprentices.
- Seek assistance from an intermediary for the development and operation of various components of the apprenticeship program.



5. Register

Register your program with Division of Apprenticeship Standards (DAS).¹



6. Start your program



After your program is approved, select and register your apprentices and start your program!

Sample Educator Start Up Costs (2022)

Activity	Description	Start Up Low	Start Up High
Classroom	<ul style="list-style-type: none"> Pro-rated classroom rent cost 	N/A	N/A
Tools & Equipment	<ul style="list-style-type: none"> Pro-rated classroom rent cost 	\$1,000	\$10,000
Instructors	<ul style="list-style-type: none"> Salary, benefits, professional development 	\$0	\$10,000
Education Administration	<ul style="list-style-type: none"> Coordination with partner organizations Program oversight and fiscal management Data and performance reporting 	\$30,000	\$60,000
Curriculum Development	<ul style="list-style-type: none"> Salary, benefits, professional development, or contracted services 	\$0	\$60,000
Training Total	—	\$31,000	\$140,000

Funding Sources to Support Educational Institutions During Start-Up

- [Apprenticeship Innovation Funding – Training \(AIF-T\)](#)
- Full-Time Equivalent Student (FTES)
- [Employment Training Panel Grants](#)
- [DAS Program Planning/ Program Implementation/ Program Expansion Grant](#)
- [California Apprenticeship Initiative](#)
- [Strong Workforce Program \(CCDs\)](#)

External Links

1. www.dir.ca.gov/das/das.html
2. growapprenticeshipca.org/wp-content/uploads/2022/07/Supporting-expansion-apprenticeship-report.pdf
3. www.careeronestop.org/LocalHelp/AmericanJobCenters/find-american-job-centers.aspx

Key Stakeholders in CA Apprenticeship

- **The apprentice** is an employee enrolled in an apprenticeship program where they receive both on-the-job training (OJT) under a professional mentor, and related and supplemental instruction (RSI) which culminates in an industry-recognized and nationally portable credential.
- **The employer** selects and hires apprentices, assigns mentors, and provides on-the-job training (OJT). Employers often serve as a program sponsor.
- **The program sponsor** is the entity that assumes the full responsibility for administration and operation of the apprenticeship program.
- **Local Education Agencies (LEAs)** develop curriculum, and administer and supervise related and supplemental instruction (RSI).
- **The Division of Apprenticeship Standards (DAS)** administers California apprenticeship law and establishes apprenticeship standards for wages, hours, working conditions and the specific skills required for state certification.
- **The intermediary** can serve a variety of functions, including making connections between employers, educators, and the workforce system; providing technical assistance; managing apprentice support service networks; apprentice monitoring; developing occupational standards; and submitting registration paperwork.