

NYS DEPARTMENT OF LABOR APPRENTICESHIP PROGRAMS

Draft Revisions PART 601



PHASE TWO

May 14, 2010

Completion Rate

- Completion Rate – percentage of apprentices registered to each program who receive their Certificate of Apprenticeship Completion within one year of the projected completion date.
 - Apprentices who leave during probation (i.e. 25% of the time set for the program or one year, whichever is less) are not included in the calculations.

- Each program's completion rates will be compared to the national average for completion rates as determined by the U.S. Department of Labor.
- Programs with completion rates below the national average will be notified by the Department, and offered such technical assistance as may be required.

Transfers

- Apprentice is moving from one sponsor to another in the same occupation.
 - Requires approval of apprentice & sponsor.
 - Sponsor must provide up-to-date transcript of work processes completed, and related instruction completed, to the apprentice at the time of transfer.

Eligibility and Application Procedures:

- Sponsor must have permanent facility located within NYS.
 - The plant, office or other facility will serve as a base of operations for the Program.
 - Must contain suitable records that:
 - Will verify the employment of journeyworkers on every job site where a sponsor employs an apprentice in New York State; AND

- Verify the employment, on-the-job- training, and related-and-supplemental-instruction of all the sponsor's apprentices.
- Contains office equipment that demonstrates an ongoing administrative operation.
- Contains equipment necessary to fully train apprentices for the duration of the training program in accordance with the approved work processes for the trade.

➤ Application Procedures:

- Group sponsors must have a union or association agreement with its employers that makes the provisions of the Apprenticeship Training Registration Agreement applicable to the signatories.
- Those sponsors that do not must have employer sign an agreement to abide by the conditions on the back of the AT-10.

- Any new program application containing inaccurate or incomplete information will be rejected.
- Notification of grounds for denial will be sent to applicant.
- **On the merits denials** of an application may be appealed to the Commissioner within 30 days of notification.
- Related instruction provider(s) and the method of delivering such instruction must be identified on the AT-8 for the entire program cycle at the time of the application.

Instructors

- Instructors providing Related and Supplemental Instruction must have training in **teaching techniques and adult learning styles**, or obtain such training within 6 months of beginning to provide such instruction.

Program Re-instatement

- Time period before a new application can be submitted:
 - Sponsors who voluntarily deregister may re-apply at any time.
 - Sponsors who agree to be deregistered after being served with a Notice of Deregistration, or who are deemed deregistered, must wait one year -- including all signatories.
 - Sponsor who is formally deregistered must wait 3 years -- including all signatories.

- Substantially Owned or affiliated entities will similarly be barred.

Complaints

- Must communicate status to complainant within 90 days of receipt of complaint.
 - Department has 90 days to render decision.
 - 90-day time limit is stayed while complaints are investigated.
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Comments

- Submit comments to, by June 4th, to:

PHASE TWO Comments

NYSDOL Apprenticeship Training Office

Building 12, Room 459

W. Averell Harriman State Office Campus

Albany, NY 12240

-- OR --

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