



# SIX STEPS TO BECOMING A YOUTH APPRENTICE

## What is Youth Apprenticeship?

A Youth Apprenticeship is an “earn while you learn” program with a built-in training agreement providing on-the-job training and related instruction. The training is received on-the-job where the employer teaches the skills of the occupation. The classroom instruction is geared towards knowledge pertaining to a specific occupation. Related instruction can be given by many sources such as a technical college, high school, or an employer training program. Youth Apprenticeships are one- or two-year options and many can bridge into a Registered Apprenticeship.

### Step 1: Determine Which YA is Right for You

Explore occupations through your high school's career exploration program as early as 9th or 10th grade.

### Step 2: Get Prepared & Apply

Get started by talking to your school counselor, Youth Apprenticeship Local or Regional Coordinator about how to apply and obtain career materials (plans of study) from your coordinator.

### Step 3: Interview with Employers and Companies in Your Chosen Industry

If accepted, you are eligible to interview at a company in the industry where you are looking to gain experience.

### Step 4: Participate in All Employer Orientations, Onboardings, and Safety Trainings

After a successful interview, you will participate in onsite orientation where, among many other things, you will get to meet your new mentor.

### Step 5: Participate in Regular Progress Reviews

Complete your industry specific YA requirements as you work and study during your apprenticeship.

### Step 6: Complete Industry Specific Classroom and Worksite YA Requirements

Once all your requirements are fulfilled, you will receive your Certificate of Occupational Proficiency (YA Certificate) from Wisconsin Apprenticeship.

## Occupational Industries:



**Agriculture, Food & Natural Resources**



**Architecture & Construction**



**Arts, A/V Technology & Communications**



**Finance**



**Health**



**Hospitality**



**Information Technology**



**Manufacturing**



**Marketing**



**Science, Technology, Engineering, & Mathematics (STEM)**



**Transportation, Distribution, & Logistics**

**To find your Regional Coordinator visit:** [dwd.wisconsin.gov/youthapprenticeship/consortiums-directory.htm](http://dwd.wisconsin.gov/youthapprenticeship/consortiums-directory.htm) or contact DWD Youth Apprenticeship Staff at [YA@dwd.wisconsin.gov](mailto:YA@dwd.wisconsin.gov).

### Contact Information:

**For more detailed information, please visit our website:**  
**[WisconsinApprenticeship.org](http://WisconsinApprenticeship.org)**