

Youth to Registered Apprenticeship Implementation Guide

Outcomes of a Successful Youth to Registered Apprenticeship Career Pathway

DWD recommends that Youth Apprentices who successfully complete the one or two-year Manufacturing Youth Apprenticeship Program and complete the Machining Pathway should receive the following credits toward the registered apprenticeship in Machine Tool Trades:

- ❖ All work hours completed as Youth Apprentices should be counted towards the total work hours required for the Registered Apprenticeship.
- ❖ Wisconsin Technical College courses that are taken as Youth Apprenticeship related instruction should result in transcribed credit for that course, and the apprentice should pass out of that course in the Registered Apprenticeship curriculum if they received a passing grade (C or 2.0 on a 4.0 scale).
- ❖ High school courses taken as Youth Apprenticeship related instruction should be awarded transcribed credit and/or advanced standing as appropriate, with the type and amount of credit recommended by local stakeholders using the Wisconsin Technical College System's Credit for Prior Learning policy.

Completion of the above will result in a time and cost savings for both the student and employer.

Registered Apprenticeship employers have the final determination on credit awarded for Youth Apprenticeship work hours, and the Bureau of Apprenticeship Standards has the final determination on credit and/or advanced standing awarded for Youth Apprenticeship related instruction, with the recommendation of the local stakeholders.

Process to Implement Youth to Registered Apprenticeship Pathways

1. Identify the stakeholders involved: the [local Technical College Tech Prep Coordinator](#), Technical College Instructor(s), Deans, Youth Apprenticeship Coordinator(s), High School Instructors, and Regional campus coordinator, if applicable. All activities should take place with consultation between these stakeholders, whether through formal committee meetings or informal discussion.
2. Identify the YA courses and employers operating in the local area, and related RA programs and employers. DWD can assist with this identification process.
3. Determine applicable high school, technical college, university, and industry-based technical courses to be considered for credit with pertinent technical college programs. Technical coursework required for YA programs is locally determined and may vary between school districts.
4. Coordinate the review of YA programs by pertinent technical college deans and faculty as appropriate for the development of local agreements. Evaluations should take into account one and two year YA programs, and include both the classroom courses and work experience. The Wisconsin Technical College System's Credit for Prior Learning Policy should be followed.
5. Devise a process to determine the applicability of work-based (similar to lab) experiences to pertinent technical college programs. YA worksite skills are standardized state-wide, but the combination of different career pathway unit skills learned may differ between students.

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6. Devise a process to determine applicability of industry or technical certifications to pertinent technical college programs.
7. Outline the type(s) of articulated credit to be received and how it will be applied to pertinent technical college programs. One or two year YA programs may match up to specific occupational technical college programs.
Credit may be awarded for:
 - Classroom and work experience combined
 - Classroom and work experience separatelyOptions for credit value include but are not limited to:
 - Advanced Standing (AS) including how to use and apply the AS credit
 - Credit by Examination
 - Experiential Learning including how to use and apply the credit
 - Transcribed Credit (TC)
 - Fee Reductions or Waivers
8. Determine a process for identifying incoming technical college applications for articulated credit review.
9. Identify a method to compare admission applications and high school transcripts of YA students to current local articulation agreements.
10. Plan for a method to award designated articulated credit to YA students.
11. Plan for method to track, monitor, and evaluate YA student access of articulated credit.

Examples of Successful Youth to Registered Apprenticeship Pathways

Articulation of Manufacturing Pathway Related Instruction

The following is an example articulation between Lakeshore Technical College and the local high school courses. Because courses at each local high school and technical college have differences, these agreements must be worked out at a local level by the personnel mentioned above, and especially the high school and technical college instructors.

- A. Youth Apprenticeship First-Year Technical College Semester Coursework
 - First – Machine Tool Blue Print Reading and Machine Tool Measurement
 - Second - Machine Tool Lathes I
 - B. Youth Apprenticeship Second-Year Technical College Semester Coursework
 - Third – Machine Tool Mills I
 - Fourth - Machining Center or Turning Center (Course depends on the worksite needs)
- ❖ Manufacturing Machining - Lakeshore Technical College typically grants 144 hours of paid related instruction credit (two semesters at 72 hours each) to Youth Apprentices entering the Adult Machinist Apprenticeship. All incoming students' abilities are assessed and credit is granted based

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on performance results. Less credit may be granted and on occasion more credit is granted. Up to 216 hours or three semesters may be granted.

Articulation of Manufacturing Pathway Work-Based Instruction

Youth Apprentices must complete a checklist of state-defined competencies by the end of their program experience. The skills can be accomplished in any order, but an example for machining youth apprentices is:

- First Semester – Core Skills, Safety, and Manufacturing Fundamentals for every machine and area student works is completed
- Second Semester – Machining Grinder Skills Completed
- Third Semester – Machining Lathe Skills Completed
- Fourth Semester – Machining – Machine Center Skills Completed

The total Youth Apprenticeship work hours can vary from 1,000 to 1,500, with a minimum of 900 for the two-year program. DWD recommends that these work hours be carried forward into the Registered Apprenticeship program. Skills learned under Youth Apprenticeship work-based learning are similar to those in Registered Apprenticeship, but with less depth on a particular machine or process. A crosswalk with the Machine Tool Trades Apprenticeship On-The-Job Training Core Competences Crosswalk is attached, showing the similarities between the programs.