



APPRENTICE AGREEMENT AND REGISTRATION - SECTION II

Apprenticeship Agreement (Minn. Stat. §178.07)

PART A: APPRENTICE'S INFORMATION

1. First Name [REDACTED]		Last Name [REDACTED]		Answer Both 4a. and 4b. below 4. a. Ethnicity Participant Did Not Self-Identify	5. Veteran Status (Select All That Apply) [REDACTED]
Middle Name (Optional) [REDACTED]		Suffix (Optional) [REDACTED]			
Address (No., Street, City, State, Zip Code) [REDACTED]				b. Race [REDACTED]	6. Education Level (Select One) [REDACTED]
County [REDACTED]					
Telephone Number (Optional) [REDACTED]		E-mail Address (Optional) [REDACTED]			
*Social Security Number (Optional) [REDACTED]					
2. Date of Birth (Mo., Day, Yr.) [REDACTED]		3. Gender (Select One) [REDACTED]			
7. Employment Status of Apprentice (Select One) New Employee					
8. Did the apprentice complete a career readiness or pre-apprenticeship program prior to their registration in this apprenticeship program? No					
If yes, please provide the career readiness or pre-apprenticeship Program Name and Address					

PART B: PROGRAM SPONSOR'S INFORMATION

1. Program Number [REDACTED]	2. Occupation (The work processes listed in the standards are part of this agreement.) CONSTRUCTION LABORER a. RAPIDS Code: 0661 V1 b. O*NET Code: 47-2061.00 c. Interim Credentials Offered (i.e., Career Lattice Occupation)? N/A	
Sponsor's legal name & address (No., Street, City, State, Zip, County) [REDACTED]		
Telephone Number: Office [REDACTED] Cell Phone Number (Optional) [REDACTED]		
E-mail Address [REDACTED]		

a. Sponsor's Principal Place of Business Address (If different from Sponsor's address above). Include Sponsors address; Sponsor's city; Sponsor's state; Sponsor's county; and Sponsor's zip code. 	3. Occupation Type (Select One) Time-Based	4. Term Length (Hrs., Mos., Yrs.) 4000 hours	5. Probationary Period (Hrs. or Wks.) 500 Hours
	6. Credit for Previous On-the-Job Learning Experience (Hrs. Mos., Yrs.): 0 hours a. Remaining Time to Complete (Hrs., Mos., Yrs.) 4000 hours	7. Credit for Previous Related Instruction Experience (Hrs., Mos., Yrs.) 0 hours	8. Apprenticeship Start Date 7/18/2026 a. Expected Completion Date 7/18/2028

9. Related Instruction Provider(s) Name and Address 	a. Total Length of Related Instruction 144 hours (Annually)
b. Are Wages Paid During Related Instruction? No	c. Hours When Related Instruction Is Provided Not During Work Hours

10. Fringe Benefits Provided to Apprentice Yes

11. Progressive Wage Schedule:

a. Apprentice's Entry Wage \$37.00

b. Journeyworker's (i.e., Experienced Worker's) Wage \$46.25

c. Wage Rate Units

Hourly

d. Wage Rate (Select one)

Percentage (%)

Period	Duration (If Applicable)	Competencies (If Applicable)	Wage Percent	Wage Rate(\$)
1	133 33	0	80%	\$37.00
2	133 33	0	87%	\$40.24
3	133 33	0	95%	\$43.94
4	4000 hours	0	100%	\$46.25
5				
6				
7				
8				
9				
10				

12. Name and Contact Information of the Individual Designated by the Program Sponsor to Receive Complaints



PART C: AGREEMENT AND SIGNATURES

The Employer, Sponsor, and Apprentice (or Apprentice's parent or guardian) (collectively the Parties) mutually agree to the following terms:

The registered Standards of Apprenticeship (Standards) for this program Sponsor are incorporated as part of this Apprenticeship Agreement (Agreement). Sponsor certifies that their Standards are and will remain in conformity with provisions of Minnesota Statutes, ch. 178 and that their program will be operated in conformity with all requirements of Minnesota Statutes, ch. 178, the adopted Rules and federal counterparts set forth in Code of Federal Regulations, title 29, parts 29 and 30. See, Minn. Stat. §§178.011 and 178.012.

Sponsor and Employer certify that any drug and alcohol testing in the workplace not covered in their collective bargaining agreement is in full compliance with the Minnesota Drug and Alcohol Testing in the Workplace Act, Minn. Stat. §§181.950-181.957 (DATWA)

Apprentice will be accorded equal opportunity in all phases of apprenticeship employment and training, without discrimination due to race, color, creed, religion, national origin, sex, sexual orientation, marital status, physical or mental disability, receipt of public assistance or age. Minn. Stat. §§178.03 and 178.07, subd. 3; Minn. R. 5200.0370. See also, Minn. Stat. §178.012.

Employer agrees to employ (or cause to be employed) the Apprentice for the purpose of enabling said Apprentice to learn the state trade or occupation under applicable Standards and according to the attached and incorporated learning schedule and graduated pay schedule. Minn. Stat. §§178.036 and 178.044.

Apprentice agrees to perform diligently and faithfully the work of the stated trade or occupation, complying with the training program as scheduled and shall agree to be punctual and regular in attendance and to endeavor to best of Apprentice's ability to perfect the required skills for the trade or occupation. Minn. Stat. §178.036; Minn. R. 5200.0320. See also, Minn. Stat. § 178.012.

Apprentice authorizes any institution where related instruction is or has been received to release records of related instruction to the Director of Apprenticeship, the State Department of Education, the joint apprenticeship committee (JAC) or its authorized representative, and/or the Employer, understanding that the supervision and certification of apprenticeship programs, under applicable law, necessitates periodic review of related instruction records. In addition, credit may be awarded for previous training that is applicable to program requirements. Minn. R. 5200.0320. See also, Minn. Stat. § 178.012.

The Standards must provide a period of probation of not more than 500 hours of employment and instruction extending over not more than four months, during which time the Agreement shall be terminated by the Director upon written request of either party, and providing that after such probationary period the Agreement may be terminated by the Director by mutual agreement of all parties thereto or terminated by the Director for good and sufficient reason. Minn. Stat. § 178.036; Minn. R. 5200.0320. See also, Minn. Stat. §178.012.

Should the Employer be unable to fulfill their obligation under this Agreement, or with the approval of the Director, transfer such contract to another employer, provided the Apprentice consents and such other employer agrees to assume the obligations of this Agreement. Minn. Stat. §178.07.

This Agreement is subject to the approval of the Director of Apprenticeship, acting for the Minnesota Department of Labor and Industry (Department), Division of Apprenticeship. The Director may cancel the Agreement upon application of either party, after a satisfactory showing of good cause, or on the Director's own initiative after investigation shows just cause for such action. Minn. Stat. §§ 178.03, subd. 3. And 178.036 subd. 7. See also, Minn. Stat. §178.012.

The Parties shall advise Apprenticeship Minnesota promptly when training under this Agreement is interrupted or terminated by any part.

When an Apprentice has successfully completed their training under this program, the Sponsor shall notify Apprenticeship Minnesota in writing and a Certificate of Completion will be issued by the Director of Apprenticeship if all criteria has been met. Minn. Stat. §178.03, subd. 3; Minn. R. 5200.0410. See also, §178.012.

Complaint Process:

Any controversy or disagreement between the Parties in relation to this Agreement shall be, in the first instance, referred to the local JAC which has approved it and whose decision shall be final and conclusive unless a written complaint is filed to the State Director of Apprenticeship as provided in Minnesota Statutes, section 178.09, subd. 1. Complaints must be submitted in writing to Apprenticeship Minnesota within 60 days of the event(s) giving rise to the complaint and must set forth the specific matters complained of together with relevant facts and circumstances. Copies of pertinent documents and correspondence must accompany any complaint.

Consent and Tennesen Warning:

By executing this Agreement, Apprentice is providing informed written consent for the Department and Apprenticeship Minnesota to contact Apprentice by using any of their contact information, including email or mobile phone number.

This Agreement requests information about you which may be private or confidential. The information you provide will be accessed by employees of the Department and Apprenticeship Minnesota. The information you provide may also be released to others who have authority to review it including state and federal agencies such as US DOL, the Minnesota Attorney General's Office, law enforcement, courts and the legislative auditor.

1. Signature of Apprentice	Date	2. Signature of Parent/Guardian (If minor)	Date
3. Signature of Sponsor's Representative(s)	Date	4. Signature of Sponsor's Representative(s)	Date
5. Signature of Employer's Representative(s) (If Applicable)	Date	6. Signature of Employer's Representative(s) (If Applicable)	Date

PART D: TO BE COMPLETED BY REGISTRATION AGENCY

1. Registration Agency and Address 443 Lafayette Road N. St. Paul, MN 55155 USA	2. Signature of Director (Registration Agency) [REDACTED]	3. Date Registered 8/5/2026
4. Apprenticeship Agreement Number: [REDACTED]		

NOTE: The collection and maintenance of the data on this, Apprenticeship Agreement and Registration - Section II Form, is authorized under Minn. Stat. §178.07. The data is used for apprenticeship program statistical purposes and is maintained, pursuant to the U.S. Government Privacy Act of 1974 (5 U.S.C. 552a), in a systems of records entitled, DOL/ETA-31, The Enterprise Business Support System (EBSS) (encompassing RAPIDS), at the U.S. Department of Labor, Office of Apprenticeship. Data may be disclosed to Federal, state, and local agencies and community-based organizations, including State Apprenticeship Agencies, to facilitate statistical research, audit, and evaluation activities necessary to ensure the success, integrity, and improvement of employment and training programs. Data may also be disclosed to these organizations to determine an assessment of skill needs and program information, and in connection with federal litigation or when required by law.

Sample

Definitions / Instructions

Part A: Apprentice's Information

Item 3: Gender

The US Department of Labor uses a data standard called Participant Individual Record Layout (PIRL, ETA-9172). This standard will be applied and appear as "Sex" with "Male" and "Female" options instead of "Gender" with "Man" and "Woman" options when added to the RAPIDS database.

Item 4a. Ethnicity

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

Item 4b. Race

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicate their race as "American Indian or Alaska Native" or report entries such as Navajo, Blackfeet, Inupiat, Yup'ik, or Central American Indian groups or South American Indian groups.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. This includes people who reported detailed Asian responses such as: "Asian Indian," "Chinese," "Filipino," "Korean," "Japanese," "Vietnamese," and "Other Asian" or provide other detailed Asian responses.

Black or African American: A person having origins in any of the Black racial groups of Africa. It includes people who indicate their race as "Black or African American," or report entries such as African American, Kenyan, Nigerian, or Haitian.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who reported their race as "Fijian," "Guamanian or Chamorro," "Marshallese," "Native Hawaiian," "Samoan," "Tongan," and "Other Pacific Islander" or provide other detailed Pacific Islander responses.

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicate their race as "White" or report entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.

Item 5. Veteran Status

A **Veteran** is a person who has served in the active military, naval, or air service of the United States, and who was discharged or released therefrom under conditions other than dishonorable.

A **Non Veteran, Other Eligible Individual** is a person who is a dependent spouse or child—or the surviving spouse or child—of a Veteran, and who is eligible for certain G.I. Bill and other VA-administered educational assistance benefits provided under Title 38 of the U.S. Code.

A **Veteran, Eligible** is a Veteran who is eligible for certain G.I. Bill and other VA-administered educational assistance benefits provided under Title 38 of the U.S. Code.

Item 8.

Career Readiness or Pre-Apprenticeship: A program or set of strategies designed to prepare individuals to enter and succeed in a Registered Apprenticeship program and as a documented partnership with at least one of the following: Registered Apprenticeship program(s).

Part B: Program Sponsor's Information

Item 1. A **Program Number** is a generated number assigned to a program sponsor when a program is registered in the Office of Apprenticeship's Registered Apprenticeship Partners Information Data System (RAPIDS).

Item 1. A **Sponsor Name** is any person, association, committee, or organization operating an apprenticeship program and in whose name the program is (or is to be) registered or approved.

Item 1b. An **Employer** is any person or organization employing an apprentice whether or not such person or organization is a party to an Apprenticeship Agreement with the apprentice.

Item 2. An **Occupation** refers to the occupation an apprentice will be trained in, and the occupation will be listed in the sponsor's program standards.

Item 2a. A **RAPIDS Code** is the numeric code of the occupation in the apprenticeable occupation list.

Item 2b. An **Occupational Information Network (O*NET) Code** is an 8-digit code in the O*NET data system (<https://www.onetonline.org/>).

Item 2c. **Interim Credentials** (Certificate of Training) applies to career lattice occupations. These credentials are issued by the Registration Agency upon request by the program sponsor. Interim credentials provide certification of competency attainment by an apprentice, but does not necessarily indicate completion of the program.

Item 3. **Occupation Type** refers to the following three training approaches listed below.

Item 3a. A **Time-based Approach** measures skill acquisition through the individual apprentice's completion of at least 2,000 hours of on-the-job learning as described in a work process schedule.

Item 3b. A **Competency-based Approach** measures skill acquisition through the individual apprentice's successful demonstration of acquired skills and knowledge, as verified by the program sponsor. Programs utilizing this approach must still require apprentices to complete an on-the-job learning component of Registered Apprenticeship. The program standards must address how on-the-job learning will be integrated into the program, describe competencies, and identify an appropriate means of testing and evaluation for such competencies. An apprentice must be registered in an approved competency-based occupation for 12 calendar months of on-the-job-learning.

Item 3c. A **Hybrid Approach** measures the individual apprentice's skill acquisition through a combination of specified minimum number of hours of on-the-job learning and the successful demonstration of competency as described in a work process schedule.

Item 4. A **Term Length (Hrs., Mos., Yrs.)** of the occupation is based on the program sponsor's training approach as approved by the Registration Agency.

- Item 5.** A **Probationary Period (Hrs. or Wks.)** is the number of hours or weeks of on-the-job learning during the apprentice's probationary period. In Minnesota, the probation period may not be more than 500 hours of employment and instruction extending over not more than four months.
- Item 6.** **Credit for Previous On-the-Job Learning Experience** (Hrs., Mos., Yrs.) is granted by the program sponsor based upon documented evidence provided by the apprentice. An apprentice must complete a minimum of six months on-the-job learning regardless of credits for previous experience awarded.
- Item 6a.** The **Term Remaining (Hrs., Mos., Yrs.)** is the difference between the term length of the on-the-job learning and the credits for previous experience awarded.
- Item 7.** **Credit for Previous Related Instruction Experience** (Hrs., Mos., Yrs.) is granted by the program sponsor based upon documented evidence provided by the apprentice.
- Item 9a.** **Total Length of Related Instruction** is the duration spent in related instruction in technical subjects related to the occupation, which is recommended to be not less than 144 hours per year.
- Item 10.** **Fringe Benefits** identifies if the sponsor provides the apprentice fringe benefits.
- Item 11.** **Progressive Wage Schedule:**
- Item 11a.** **Apprentice's Entry Wage** (dollar amount paid): A sponsor enters this apprentice's entry wage.
- Item 11b.** **Journeyworker's (i.e., Experienced Worker's) Wage:** A sponsor enters the wage per unit (i.e., hourly, weekly, monthly, quarterly, semi-annually, or annually).
- Item 11c.** **Wage Rate Units:** A sponsor enters the apprentice schedule of pay for each advancement period based on the program sponsor's training approach (i.e., hourly, weekly, monthly, quarterly, semi-annually, annually, or competencies).
- Item 11d.** **Wage Rate:** Sponsor selects either percent of journeyworker (i.e., experienced worker) wage, dollar amount of wage, or both the percent of journeyworker wage and dollar amount of wage. If the sponsor selects "Both the percent of journeyworker wage and \$ amount of wage," the sponsor can enter a percentage or dollar amount for the wage in each period.
- Item 11e.** **Wage rate units:** The wage rate for each period.
- Item 12.** **Complaints:** Identifies the individual or entity responsible for receiving complaints (29 CFR 29.7(k)).

Sample