



Planning and Partnerships

Virginia's Youth Registered Apprenticeship (YRA)

Career and Technical Education Centers (CTE):

- Contact a Registered Apprenticeship Consultant from the Division of Registered Apprenticeship in your area.
- Determine which CTE programs will be highlighted to local employers.
- Work with employers on hiring industry specific CTE students.
- Market Youth Registered Apprenticeship Program to parents, students, and community.
- Recruit students.
- Coordinate student enrollment.
- Integrate Youth Registered Apprenticeship Program classroom and worksite training into student's education program.
- Ensure two semesters per year of Related Technical Instruction.
- Participate in regular Progress Reviews.
- Ensure student is on track for graduation.
- Grant high school graduation credit.

Employers:

- Contact a Registered Apprenticeship Consultant from the Division of Registered Apprenticeship in your area.
- Interview and hire student(s) into the Youth Registered Apprenticeship program.
- Provide On The Job training to YRA apprentices.
- Employ and pay YRA apprentices.
- Participate in progress reviews of YRA Apprentices.
- Ensure worksite training is conducted with a mentor.
- Comply with state and federal child labor hazardous occupation laws.

Registered Apprenticeship Consultant, Division of Registered Apprenticeship:

- Visit and maintain commitment with participating high schools, technical instruction providers and local businesses.
- Provide information on Registered Apprenticeship requirements to all parties.
- Register the new Youth Registered Apprentice(s) and sponsor (if the company is not previously registered).
- Monitor the Apprentices' records, coordinate changes, cancellations, reinstatements, and completions for the apprentices.
- Provide formal approval of work processes, competencies (if necessary) and related Technical Instruction schedules.
- Promote equal opportunities for women and minorities in Registered Apprenticeship. Complete EEO Evaluations as they become necessary.
- Award certificates of participation to the persons who finish the Youth Registered Apprenticeship Program.