

REGISTERED APPRENTICESHIP:

Apprenticeship Sponsor (Employer vs. Intermediary)

Every DOL Registered Apprenticeship has a single organization that is responsible for its successful implementation. This organization is called the **program sponsor**, and **holds the standards** to that program. Employers and labor unions typically hold the standards for their apprenticeship programs, however third party organizations like colleges, workforce development agencies, etc., called **intermediaries** can sponsor programs on behalf of employers they work with.

AMCAI INTERMEDIARY APPRENTICESHIP PROGRAM

AMCAI is here to help make apprenticeship work for you by sponsoring your apprenticeship program! To join AMCAI's program:

1. Get in touch with us at MIapprenticeship.org
2. Identify occupation(s) of interest and RTI provider(s) of choice
3. Review and adjust sample Work Process and RTI with college
4. Review and agree to program standards and processes
5. Sign and launch!

RESPONSIBILITIES OF PARTICIPATING EMPLOYERS

Run your program in accordance with DOL and AMCAI standards
Provide AMCAI with documentation to ensure complete records

SPONSOR RESPONSIBILITIES

Employer or Intermediary

- Maintain program records, following DOL guidelines, including
 - Apprentices' successful completion of RTI
 - Apprentices' work process hours completed
 - Proof of required wage increases
 - Employer EEO policy
 - Hiring procedures and HR records
- Work with RTI provider(s) (e.g. community colleges) to develop program RTI
- Work with DOL to complete program audits
- Work with DOL to
 - Develop program standards
 - Update and maintain program standards and appendices
- Register apprentices and document apprentice progress to DOL through RAPIDS, the DOL's online tracking system