# APPENDIX J - Desk Reference on Work-Based Learning for Youth

Registered Apprenticeship Program

Registered Apprenticeship is an employer-driven, “learn while you earn” model that combines on-the-job training with job-related instruction in curricula tied to the attainment of industry-recognized skills standards. The OJT is provided by the employer who hires the apprentice, although some employers also provide job-related instruction. WIOA funds may support placing participants in both the classroom and OJT portions of the program. WIOA funds can also provide supportive services to participants that help them succeed in a Registered Apprenticeship program.

Pre-Apprenticeship Programs

A pre-apprenticeship is a program designed to prepare individuals to enter and succeed in a registered apprenticeship program, which includes:

* Training and curriculum that aligns with the skill needs of employers in the economy of the State or region
* Access to educational and career counseling and other supportive services
* Hands-on, meaningful learning activities connected to education and training activities, such as exploring career options, understanding how skills acquired through coursework apply to a future career
* Opportunities to attain at least one industry-recognized credential; and
* A partnership with one or more registered apprenticeship programs that assist in placing individuals who complete the pre-apprenticeship into a registered apprenticeship program

Work Experience and Internship

Work experience or internship is a planned, structured learning experience in a workplace for a limited time. Work experiences or internships are paid or unpaid, as appropriate and consistent with other laws, such as the Fair Labor Standards Act. Work experience or internship may be arranged within the private for-profit, nonprofit, or public sectors. For youth, work experiences may also include:

* Pre-apprenticeship programs;
* Summer employment and other employment activities available throughout the school year;
* Internships and job shadowing; and
* On-the-job training (OJT)

On-The-Job Training (OJT)

OJT provides reimbursements to employers to help compensate for the costs associated with skills upgrade training for newly hired employees and the lost production of current employees providing the training (including management staff). OJT training can assist employers looking to expand their businesses and need additional staff trained with specialized skills. OJT employers may receive up to 50% reimbursement of the wage rate (in certain circumstances up to 75%) of OJT trainees to help defray personnel training costs. Under some programs, such as those funded by H-1B fees, OJT reimbursement may be as high as 90%, depending on employer size.