

## Apprenticeship Program Participating Employer Agreement between the Employer and Harper College

The Employer \_\_\_\_\_, and Harper College, the Registered Apprenticeship (RA) Program Sponsor enters into an agreement to participate in the \_\_\_\_\_ RA program, registered with the United States DOL Office of Apprenticeship.

The Employer agrees to hire an apprentice full time and pays wages while the apprentice is on the job and in the classroom. \_\_\_\_\_ Initial here in acknowledgment of terms.

The employer agrees to do the following: (a) hire an apprentice(s) who meets Harper College enrollment requirements into the RA program; (b) permit apprentice to attend RA program scheduled classes; (c) ensure apprentice is supervised by an experienced mentor; (d) provide apprentice wage increases commensurate with their advancement in skills and knowledge (at least annually); (e) pay the cost of the RA program on behalf of the apprentice; (f) cooperate with Harper Office of Apprenticeship coaches and staff in monitoring and recording apprentice's progress and (g) abide by all rules, regulations, and standards of Harper College governing the operations of the College and an RA program.

The cost of the RA program is \$ \_\_\_\_\_ and includes mentor training. Harper invoices at the beginning of each semester the total cost divided by the number of semesters in the program.

Harper College agrees to do the following: (a) offer a Registered Apprenticeship (RA) program; (b) handle all RA program paperwork for the employer needed by the Department of Labor; (c) register apprentice(s) in the Federal Registered Apprenticeship database; (d) provide coaching for the apprentice while in RTI; (e) provide an apprenticeship "Train-the-Trainer" course for employer mentors; and (f) through the Office of Apprenticeship support and collaborate with RA program faculty and the employer in monitoring and recording apprentice's progress.

Name \_\_\_\_\_

Dr. Rebecca Lake

Title \_\_\_\_\_

Dean, Workforce and Economic Development

Employer \_\_\_\_\_

Harper College

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date