

APPRENTICE AGREEMENT



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT
DEPARTMENT OF LABOR STANDARDS
DIVISION OF APPRENTICE STANDARDS

19 Staniford Street, Second Floor
 Boston, MA 02114

- Prevailing rate work
- Non-prevailing rate work

For office use only	
Compliance Officer Number _____	
Sponsor Number _____	
Apprentice status	Date
Date Entered	
Completed / Certificate	
Suspended	
Cancelled	
Military Service	
Deceased	
Annual Fee: \$35.00 for photo ID (please include one passport size photo)	
Apprentice ID Number: _____	

Pursuant to the Standards of Apprenticeship adopted by the Sponsor and registered with the Massachusetts Division of Apprentice Standards, the provisions of which are hereby made part of this Agreement, and in compliance with the Massachusetts Plan for Equal Employment in Apprenticeship Standards, WITNESSETH: that the Agreement is entered into by the undersigned:

Name of Apprentice _____		Address of Apprentice _____		
Name of Program Sponsor Employer, JAC, JATC, Association of Employers, or Organization of Employers _____				
Trade occupation _____		Term of apprenticeship _____		
Date apprenticeship begins _____		Projected completion date _____		
Credit for previous on-the job experience _____		Related training hours _____		Starting step number _____
Graduated scale of wages in (percentages to be paid the apprentice. (Percentages are based on journey person wages) [on projects where there is a prevailing rate set by law, the rate of pay shall comply with the wage rate or percentages stated on the wage schedules issued by the Department of Labor Standards.] PERIOD(s):				
% 1st	% 3rd	% 5th	% 7th	% 9th
% 2nd	% 4th	% 6th	% 8th	% 10th

Minimum Journey person rate as of (Date) _____ is \$ _____ per hour

_____ Hours per day _____ Hours per week. Overtime Rate: _____

The parties hereto agree that the terms stated on the reverse side of this form are part of this agreement. I hereby authorize the Division of Apprentice Standards to request access to all my related training records directly from any school/training program I may attend as part of my apprenticeship.

 Signature of Apprentice

 Signature of Program Sponsor

 Signature Parent/Guardian, If Minor

 Address of Program Sponsor

 Signature of Union JAC, JATC

Approved by the Division of Apprentice Standards _____ Date _____

The Program Sponsor and the Apprentice, by affixing their signatures in conformity with the terms and conditions provided herein, hereby agree to the following:

The apprentice program sponsor shall ensure that the apprentice receives a minimum of 150 hours per year of related instruction in all subjects related to the trade. Such instruction may be given in a classroom or through correspondence courses or other forms of self-study, but must be approved by the Director. The sponsor will not necessarily be responsible for paying the cost of the related instruction or any books, other written materials, or supplies necessary for such instruction. If however, the apprentice is to be responsible for all or any portion of such costs it must be specified below.

Cost to be incurred by apprentice: (please have apprentice initial all item(s) that apply)

Tuition _____ Books _____ Tools _____ None _____

Prior employment hourly pay rate _____ Received copy of *DAS Apprentice handbook* _____

Apprentice _____ Sponsor _____

The Program Sponsor agrees to abide by all applicable provisions of the Massachusetts Plan for Equal Employment in Apprenticeship Standards.

The Apprentice agrees to be diligent and faithful in learning the stated trade or craft including mandatory attendance in 150 hours of related instruction classes, for each year of Apprenticeship.

The first 1000 hours or six months of employment shall be a probationary period during which time this Agreement may be canceled by either party with notification to the other and to the Massachusetts Division of Apprentice Standards.

This agreement must be approved by and filed with the Division of Apprentice Standards before the apprentice starts work and copies must be returned to sponsor.

The Director of Apprentice Standards may cancel the agreement subject to hearing upon application by any party.

The parties recognize that prevailing wage rates for public works projects are set by the Department of Labor Standards, and that the wages listed in these program standards do not supersede or replace the wage rates determined by the Department of Labor Standards.

Completion of part or all of this last section of the Apprentice Agreement is **MANDATORY**. The information will remain confidential and will be used for aggregate statistical data only.

Apprentice has the LEGAL RIGHT TO WORK IN THE UNITED STATES

To be completed by Apprentice

Social Security Number _____ Email _____

Date of Birth _____ Phone _____

Gender

- Male
- Female

Ethnicity

- White
- Black
- American Indian or Alaskan Native
- Asian or Pacific Islander
- Hispanic
- Other

Veteran

- Vietnam Era Veteran
- Other Veteran
- Non Veteran

Disabled

- Yes
- No

Circle highest grade of school completed 12 - GED Other COLLEGE 13 14 15 16 17 18

Affidavit by Apprentice Applicant

Signature of Applicant _____ Date _____

State of Massachusetts, County of _____ being duly sworn deposes and says that he/she is the person referred to in the forgoing application; that the statements herein contained are true in every respect; and that he/she read and understands this affidavit.

Sworn and subscribed by me this _____ day of _____

(DAS Rep or Notary Public) Signature

(DAS Rep or Notary Public) Print Name

My Commission expires _____