



VIRGINIA DEPARTMENT OF MILITARY AFFAIRS
APPRENTICE PARTNERSHIP INITIATIVE

DMA partners with DOLI

- Apprenticeship Partnership Initiative
 - Partnership between Virginia Department of Military Affairs (DMA) and Virginia Department of Labor and Industry (DOLI).
 - Available to Virginia National Guard Airmen and Soldiers.
 - Allows credit for AIT , Technical School, and military training, to apply toward DOLI apprenticeships .
 - Your job IS the apprenticeship, requires nothing more than registration, keeping an OJT log, and turning in required documentation.

What is an Apprenticeship

- A combination of on-the-job training and related classroom instruction in which workers learn the practical and theoretical aspects of a highly skilled occupation. Apprenticeship programs are sponsored by joint employer and labor groups, individual employers, and/or employer associations.
- Trusted and established in Virginia for more than 70 years with the signing of the Virginia Apprenticeship Act in 1938.
- With API, the National Guard is the Sponsor.

Benefits of Apprenticeship

- Apprenticeship is known for attracting high quality applicants who are motivated to succeed.
- API translates your military education, training, and experience to civilian credentials.
- API helps civilian employers understand the vast array of skills and qualifications you have achieved.
- API is a signed endorsement by your Commander and DOLI that you are a highly competent and capable professional in your military career field.

Current Industry Participation

- **The Military**
- Construction
- Manufacturing
- Health Care
- Public Utilities
- Telecommunications
- Information Technology/ Networking



Occupations

- DMA Apprentice Program Coordinator (APC) and DOLI representatives have worked together to convert military occupations to apprenticeable occupations.
- Most AFSC's/MOS's are now apprenticeable IAW DOLI standards.
- Annual review by DMA and DOLI to ensure titles and occupations are current.
- Most military occupations are applicable in the civilian employment sector.

2 Part Program

- Related Instruction - AIT, Tech School, college credits



- On the Job Training- 1 - 4 years

API Registration

- Complete the Apprenticeship Action Form (AAF) based on your working military occupation.

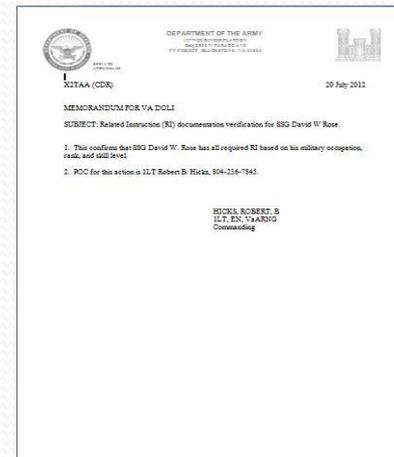
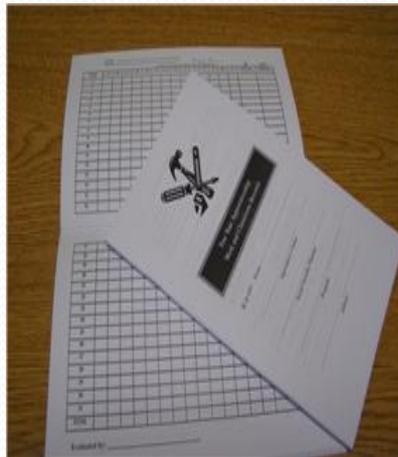
The image shows a screenshot of the Apprenticeship Action Form (AAF). The form is titled 'APPRENTICESHIP ACTION FORM' and is part of the 'COMMITMENT TO EXCELLENCE' program. It includes sections for 'PERSONAL INFORMATION', 'EDUCATION', 'EMPLOYER INFORMATION', and 'APPRENTICESHIP INFORMATION'. The form is filled out with various details, including a name, address, phone number, and employer information. The form is a standard document used for registering apprentices.

The image shows the back of the Apprenticeship Action Form (AAF). It contains instructions for the applicant and a list of questions. The questions are numbered 1 through 7 and relate to the applicant's interest in the apprenticeship, their current education, and their ability to complete the program. The form is a standard document used for registering apprentices.

- Scan and email to APC at va.api@ng.army.mil.
- That's it...you are now a registered Apprentice.

Apprentice's Responsibilities

- Apprentice will keep a record log of OJT hours, and provide related instruction documentation to APC.



- Upon completion of program, AAF will be signed by the respective Commander and sent to DOLI through the APC.

Completion of API

- Once DOLI receives the completed AAF, a Certificate of Completion will be issued to the apprentice, who is now a certified Journeyworker.



State Certification

- Journey card presented by the Virginia Department of Labor & Industry, signed by the Commissioner.
- Term of apprenticeship documented on card.
- Trade name documented on card.
- Date of Apprenticeship Completion documented on card.



How this benefits YOU

- Your military occupation is your apprenticeship.
- An accreditation by DOLI, more than just “experience”, and Journeycard is recognized nationwide..
- Journeycard allows eligibility to test for state certification in selected trades.
- Cost to a civilian apprentice, including books, education, etc...can be up to \$10,000. National Guard offers for free.
- Increases earning and employment potential.

Where to find API

- All related documents and instructions are located on the new National Guard Employment Website.



API Contact Information

- Central API email:
 - va.api@ng.army.mil
- Apprenticeship Program Coordinator (APC), 1LT Bryan Hicks:
 - robert.bryan.hicks@us.army.mil
 - 804-236-7845
- Transition Assistance Advisor (TAA), Dorian Bell:
 - dorian.m.bell@us.army.mil
 - 804-236-7860

Additional Resources

- DMA provides career assistance resources.
 - The Virginia National Guard's Transition Assistance Advisor can provide:
 - Contacts to the Virginia Employment Commission.
 - Links to verified "Guard Friendly" employers.



VaEmploy.Com
Virginia Employment Commission



Let's get started

- Employers want to hire Veterans, get the credentials and stand apart.

