



# SETTING UP YOUR APPRENTICESHIP TRAINING MODEL

As you set up training for your apprenticeship program, you will need to decide how to model it.

The apprenticeship training approach describes how an apprentice will move through your apprenticeship program and reach benchmarks as they progress. There are a few standard models for measuring progress, and which model your business will follow is entirely up to you. No matter which model you choose, it is important to remember that it can be completely customized for your business needs. For example, if you choose to establish a time-based program, you may decide hours need to be completed within a certain number of months, or that apprentices must also attend a certain number of classes through a local trade association.

There are three options for customizing your very own apprenticeship program.

## TIME-BASED, COMPETENCY-BASED AND HYBRID PROGRAM DESIGN

### OPTION 1: TIME-BASED

Apprentices complete a required number of hours.

Outlines hours of on-the-job training to be completed on the job site.

May also outline hours of related instruction at, for example, a community college or technical school.

### OPTION 2: COMPETENCY-BASED

Progress is measured by the skills apprentices learn.

Set standards for demonstrated competency in skills and knowledge.

Tests proficiency but does not require a certain number of hours or set a specific pace.

### OPTION 3: HYBRID APPROACH

Uses minimum and maximum number hour ranges.

Ensures that apprentices progress at a certain pace and demonstrate competency along the way.

Tests skills and measures the amount of time it takes to achieve them.

## DECIDE WHICH TRAINING MODEL TO FOLLOW



### PRE-APPRENTICESHIP MODEL

- Pre-apprenticeship may afford apprentices credit for prior experience or training.
- Most often happens in high school and post-secondary educational institutions.
- Students are on career paths, making an easy transition to full-time work.



### TRADITIONAL APPRENTICESHIP MODEL

- Includes both on-the-job training and related instruction.
- These happen during the same period of time for immersion in desired knowledge.
- Related instruction can happen at school, online or on the job site.



### FRONT-LOADED APPRENTICESHIP MODEL

- Some related instruction completed before an apprentice ever steps on to the job site.
- Apprentices have some training and come prepared with critical skills on day one.
- Starting wages should reflect skills and increase as apprentices learn more.



### SEGMENTED APPRENTICESHIP MODEL

- Segments on-the-job training and related instruction at different times.
- Apprentices alternate between learning on the job and in classes.
- Good for businesses that can only provide training certain times of year.

## ESTABLISH YOUR OWN MODEL OF BUSINESS SUCCESS

The training components in your apprenticeship program can be built out in different ways. Each of these models can be combined to create a completely custom program designed to produce the skills needed most at your organization. These are just some of the leading guidelines that can serve as the basis for your program. Apprenticeships are designed by the employer to train apprentices on the protocols, regulations, business practices and equipment that you use on the job every day.



Apprentice Florida can help you adapt an approach that will work best for your business and your apprentices. Email [info@apprenticeflorida.com](mailto:info@apprenticeflorida.com) to get started.