APPRENTICE REGISTRATION INFO
FOR FIRST YEAR/NEW APPRENTICES TO OCVTS

Registration will open July 14-21, 2027 online at
https://forms.gle/N92h7Cwosci9o5p5A
Proof of employment with NJ licensed contractor is required.
Notifications will be made July 23rd; ALL students will be contacted.
In-person assistance can be provided Tuesdays, Wednesdays and Thursdays from 8am to 3pm by appointment. (732-473-3100 x3133)

OCVTS APPRENTICESHIP PROGRAM

A program coordinated between labor, industry and education to prepare individuals for a specific-skilled trade craft or occupation.

The following courses will be offered:
Electrician
HVAC-R
Plumber
Maintenance Mechanic
Heavy Equipment Operator Program

REGISTRATION WILL BE ONLINE FOR YEAR ONE APPRENTICE STUDENTS USING THE LINK ABOVE

Enrollment in an apprentice class does not automatically grant a student-registered apprentice status through the US Department of Labor.

What is an Apprenticeship Program?
An apprenticeship program is a voluntary arrangement between a **licensed** employer (sponsor) and employee (apprentice). As a part of this agreement, the employer agrees to provide the apprentice with on-the-job training (work processes) and the apprentice agrees to attend a related- instruction class for a specified time frame. Ocean County Vocational Technical School will provide the related and technical training through Adult Education coursework. The apprentice, as well as his/her employer, will be registered with the United States Department of Labor when an agreement is signed.

How do you become a registered apprentice?
To become a registered apprentice, you must be working in the field of your choice with an employer willing to sponsor you. It is important to have a sincere desire to learn a trade. Contact our New Jersey Apprentice Network Coordinator as soon as you decide to become a registered apprentice.

What else should the apprentice know?

1. Apprenticeships vary from one to four years in length.
2. 2000 hours per year of on-the-job training are required for each year of the apprenticeship.
3. 144 hours per year in the related instruction program are required.
4. These programs are designed to provide individuals working in the trade with related instruction necessary to advance in their jobs and to qualify for BAT

Why complete an apprenticeship?
Upon completion of an apprenticeship, participants will receive a completion certificate from the US Department of Labor. Employers honor this certificate nationwide.

Apprentice Regulations
1. Please note that the programs are scheduled from one to four years of classes. All classes meet two nights a week for both the fall and spring semesters. Each student, whether a registered apprentice or non-registered apprentice, is responsible to meet all of the same requirements of the course including, but not limited to, class work and attendance.
2. To receive a certificate at the end of the school year, all students are required to attend a minimum of 144 hours of the scheduled classes for the entire year.
3. Working overtime will not be viewed as an excused absence.

The New Jersey Apprentice Network Coordinator
The Adult Education Division currently provides a *New Jersey Apprentice Network Coordinator*, who is available to register persons who have their employer's support as apprentices. The coordinator can help you plan your training at Ocean County Vocational Technical School. Please call 732.473.3159 Monday through Friday from 9:00AM-4:00PM to talk directly with the Apprentice Coordinator. The US Department of Labor identifies over 800 occupations as apprenticeable. Employers who wish to start apprentice programs for their employees can also receive assistance in developing an apprenticeship training program.

Apprenticeship Prerequisites
The New Jersey Apprentice Network Coordinator will evaluate all new applicants' trade and educational experience to determine if advanced standing in the program will be given. Successful completion of a 144-hour course and a passing grade allows the apprentice to continue in the program. In New Jersey, union and open shops are eligible for apprentice training.

First-year and new apprentice applications will be accepted on-line beginning July 14, 2027 on line. In-person assistance can be provided Tuesdays, Wednesdays and Thursdays from 8am to 3pm by appointment. (732-473-3100 x3133)