



Apprenticeship

United States Department of Labor
Employment and Training Administration (ETA)

<https://dol.appiancloud.com>

RAPIDS 2.0 Quick Reference Guide – Transfer Apprentice

Note:

- ◆ RAPIDS 2.0 offers Users two ways to **Transfer Apprentice(s)**:
 1. Transfer an individual Apprentice or
 2. Transfer multiple Apprentices at one time (**Bulk Apprentices Transfer**)

1. Click on the **Registered Programs** link (The system will expand and display the list of **Registered Programs** under the Dashboard Graph)
2. Click on the **Program Number** in the list (Type the Program Name or Program Number in the Search field to search for program)

Note:

- ◆ The system will expand to display a list of **Registered Programs** under the Dashboard chart

The screenshot shows the RAPIDS 2.0 Home dashboard. On the left, under 'My Assigned Program Statistics', the 'Registered Programs' link is circled in orange. Below this is a table of program statistics. On the right, under 'Apprentice Statistics', there is another table of apprentice statistics. At the bottom, the 'Active Programs' section is expanded, showing a list of registered programs with columns for Program Number, Sponsor Name, Status, Registered Date, and Last Updated Date. The first program in the list, MD02789028, is circled in orange.

Program Type	Count
Incomplete Program Registrations	24
Registered Programs	392
New Programs FY to Date	37
Cancelled Programs FY to Date	3
Suspended Programs	1
Pending Programs	27
Compliance Reviews FY to Date	1
Quality Reviews FY to Date	2
Provisional Reviews FY to Date	33

Apprentice Type	Count
Incomplete Apprentice Registrations	24
Denied Apprentice Registrations	33
Active Apprentices	33,499
New Apprentices FY to Date	202
Completed Apprentices FY to Date	209
Cancelled Apprentices FY to Date	65
Suspended Apprentices FY to Date	5
Pending Apprentices	23
Disturbed Apprentices	285

Program Number	Sponsor Name	Status	Registered Date	Last Updated Date
MD02789028	Berkeley County Regional Education Service Agency	Registered	3/16/1978	4/4/2018
KV007158141	BUILDING INSTITUTE OF CENTRAL KY / SANDERS HEATH	Registered	4/13/2015	3/23/2018
WV001980004	Coalfield Community Action Par	Registered	9/28/1998	12/7/2017
MS00890032	A & O MOLD & ENGR.	Registered	6/5/1989	2/7/2018
MS008148388	A-1 REFRIGERATION SALES AND SERVICE, INC.	Registered	4/27/2016	4/5/2018
2018-AL-68748	abc	Registered	3/6/2018	3/6/2018
MD001121562	ABERDEEN PROVING GROUND CPAC LMER	Registered	6/12/2012	12/1/2017
MS007158552	Absolute Automations	Registered	11/30/2015	4/4/2018
MS008910019	ACCU DIE & MOLD, INC.	Registered	12/24/1991	12/14/2017
AR022780005	ACEP	Registered	4/3/1978	1/4/2018

GETTING HELP

To get help for RAPIDS 2.0, send an email to: Apprenticeship.IThelp@dol.gov

TRANSFER APPRENTICE

Individual Apprentice Transfer

3. Click on the Apprentices link

The screenshot shows the RAPIDS 2.0 interface for the program 'ACCU DIE & MOLD, INC. - MI008910019'. The 'Apprentices (2)' link in the top navigation bar is highlighted with a red circle. Below the navigation bar, there are buttons for 'CANCEL PROGRAM', 'SUSPEND PROGRAM', and 'REGISTER APPRENTICE'. The main content area shows the 'Current Status' of the program, including 'Status: Registered', 'Agency: OA', and 'Assigned ATR: clawson.tiffanie.i@dol.gov'. There is also a 'Significant Dates' section with 'Registration Date: Dec 24, 1991'.

4. Click on the Apprentice Number

The screenshot shows the 'Apprentice Information' section of the RAPIDS 2.0 interface. It includes a search bar with the placeholder text 'Type to search on Apprentice Data'. Below the search bar, there are radio buttons for 'Apprentice Type' (All, Active, New FY, Cancelled, Completed, Suspended, Incomplete, Pending, Overdue, Denied) and a 'Batch Size' dropdown menu set to '10'. A row of buttons includes 'COMPLETE', 'CANCEL', 'TRANSFER', 'RE-INSTATE', 'SUSPEND', and 'UPDATE'. Below these buttons, there is a table of 'Active Apprentices' with columns for 'Apprentice Number', 'Name', 'Occupation', 'Status', 'Date Apprenticeship Begins', 'Registration Date', 'Expected Completion Date', and 'History'. The first row in the table has the apprentice number 'MI2018000106' highlighted with a red circle.

Apprentice Number	Name	Occupation	Status	Date Apprenticeship Begins	Registration Date	Expected Completion Date	History
MI2018000106	Lastname1, Firstname1	AIRCRAFT METALS TECH/MACHINIST/CNC/Welder (Military Only) (1068) V1 Competency-Based	Registered	5/21/2018	5/21/2018	5/21/2019	View History
MI2017055210	last, first test	MOLD MAKER, DIE-CAST & PLASTER (0116) V1 Time-Based	Registered	6/1/2018	6/19/2017	6/3/2019	View History

5. Click on the More Actions drop down arrow

6. Click on the Transfer Apprentice button

The screenshot shows the 'More Actions' dropdown menu for the apprentice 'MI2018000106 - Lastname1, Firstname1'. The dropdown menu is open, showing options: 'DELETE APPRENTICE', 'CANCEL APPRENTICE', 'COMPLETE APPRENTICE', 'Transfer Apprentice', and 'Suspend Apprentice'. The 'Transfer Apprentice' option is highlighted with a red box. The background shows the 'Current Status' of the apprentice, including 'Status: Registered', 'Status Last Updated: May 21, 2018', 'Last Updated By: clawson.tiffanie.i@dol.gov', 'Sponsor: ACCU DIE & MOLD, INC. - MI008910019', and 'Registration Date: May 21, 2018'.

TRANSFER APPRENTICE

7. Select the **Transfer Type**:
 - A. Different Occupation Same Program
 - B. Different Program and Same Occupation

Transfer Type: Different Occupation Same Program

8. Click the Transfer Type **Different Occupation Same Program** option button
9. Click on the **Occupation** drop down arrow and select the Occupation you want to transfer Apprentice into
10. Complete all required * fields for each section
11. Click the **Submit Transfer** button

Apprentice Information

Apprentice: MI2018000072 - apprentice, upload 2 | MI2018000073 - apprentice, upload 3

Occupation: ACCORDION MAKER (0860) Time-Based

Sponsor: A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Sponsor Address: 6461 VALLEY INDUSTRIAL DRIVE KALAMAZOO, MI 49009

Transfer Information

* Exit Wage: []

* Transfer Date: mm/dd/yyyy []

* Transfer Type: **Different Occupation Same Program** | Different Program and Same Occupation

* Occupation: PLUMBER (0432) V1 Time-Based 8000

* Comment: Choose an occupation
NURSE ASSISTANT CERTIFIED (Existing Title: Nurse Assistant) (0824) V1 Competency-Based CL
TRUCK DRIVER, HEAVY (0980) V1 Hybrid 3000 CL
PIPE FITTER - SPRINKLER FITTER (0414) V1 Hybrid 8500 CL
PLUMBER (0432) V1 Time-Based 8000
SHEET METAL WORKER (0510) V1 Time-Based 8000
MOLD DESIGNER (Plastics Ind) (1030) V1 Time-Based 8000
TUCKPOINTER, CLEANER, CAULKER (0680) V1 Time-Based 6000
BRICKLAYER (Construction) (0052) V1 Time-Based 6000
FLOOR LAYER (0199) V1 Time-Based 6000

RTI Information

* Related Training Instruction Provider: []

Total Length of Instruction: []

Are Wages Paid During RTI?: []

Probationary Period: 2000 Hours

Previous Experience

* Credit for Previous Experience: []

Credit for Previous RTI: []

Date Apprenticeship Begins: []

Applicable Term Length: 8000 Hours

Expected Completion Date: []

Wage

* Prior Wages: []

* Entry Wages: []

Journeyworker Wages (Hourly): \$55.00

Wage Schedules

Wage Schedule Name	Wages	Description
PLUMBER - V1	Start Wage: \$15.00 End Wage: \$30.00	

Current Status Information

Status: Incomplete Transfer

Status Last Updated: 6/12/2018

QUIT []

SUBMIT TRANSFER []

Confirmation

Apprentices Transferred Successfully

[Hide]

Apprentice Information

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Summary | **Apprentices (25)** | Davis-Bacon Certification | User Accounts | Contact Information | Occupation Information | Wage Schedules | RTI Information | Program History | Review | Reports | Documents | Employers | Related Actions

TRANSFER APPRENTICE

Transfer Type: Different Program and Same Occupation

1. Click on the **Apprentices** link

The screenshot shows the RAPIDS 2.0 interface for program A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388. The 'Apprentices (25)' link is highlighted in orange. The 'Current Status' section shows the program is Registered, with details for Agency (OA), Assigned ATR (clawson.tiffanie@dol.gov), State Director (davis.russell@dol.gov), and Regional Director (sofia.rctest@gmail.com). The 'Significant Dates' section shows a Registration Date of Apr 27, 2000.

2. Click the check box next to the **Apprentices Numbers** you want to Transfer

Note:

- ◆ Bulk Apprentices Transfer **must be in the same Occupation** in order to Transfer Apprentices
- ◆ The system will enable the Transfer button after the User selects the Apprentices

The screenshot shows the 'Apprentice Information' section with the 'TRANSFER' button highlighted in orange. Below the buttons is a table of active apprentices. Two rows are selected with checkboxes, and their corresponding 'TRANSFER' buttons are also highlighted in orange.

Apprentice Number	Name	Occupation	Status	Date Apprenticeship Begins	Registration Date	Expected Completion Date	History
MI201800007	apprentice, truck driver	TRUCK DRIVER, HEAVY (0980) V1 Hybrid CL	Registered	4/24/2018	4/24/2018	4/30/2031	View History
MI201800009	apprentice, career	PIPE FITTER - SPRINKLER FITTER (0414) V1 Hybrid CL	Registered	12/12/2017	4/25/2018	11/10/2022	View History
MI201800004	apprentice, approval	BRICKLAYER (Construction) (0052) V1 Time-Based	Registered	4/29/2018	4/25/2006	4/29/2021	View History
MI2018000118	apprentice, setone	FLOOR LAYER (0199) V1 Time-Based	Registered	5/30/2018	3/29/2018	5/31/2021	View History
MI2018000072	apprentice, upload 2 me	PLUMBER (0432) V1 Time-Based	Registered	6/4/2018	6/4/2018	6/6/2022	View History
MI2018000073	apprentice, upload 3 me	ACCORDION MAKER (0860) V1 Time-Based	Registered	3/25/2018	3/22/2018	4/30/2030	View History
MI2018000070	asof, asof	ACCORDION MAKER (0860) V1 Time-Based	Registered	3/26/2018	3/22/2018	4/30/2031	View History
MI2018000070		BRICKLAYER (Construction) (0052) V1 Time-Based	Registered	4/29/2018	3/22/2018	4/29/2021	View History
		FLOOR LAYER (0199) V1 Time-Based	Registered	5/30/2018	8/2/2013	5/31/2021	View History
		FLOOR LAYER (0199) V1 Time-Based	Registered	5/30/2018	5/4/2017	5/31/2021	View History

3. Click the option button for **Different Program and Same Occupation**

4. Type the **Program Number** in the Program search field

5. Complete all required * fields

6. Click on the **Submit Transfer** button

The screenshot shows the 'Transfer Information' section. The 'Transfer Type' is set to 'Different Program and Same Occupation', which is highlighted in orange. The 'Program' field is set to 'A. & A. MANUFACTURING - MI006980006', also highlighted in orange. The 'Submit Transfer' button is highlighted in orange.

TRANSFER APPRENTICE

7. Click on the Transfer Type **Different Occupation Same Program** option button
8. Click on the **Occupation** drop down arrow and select the Occupation you want to transfer Apprentice into
9. Complete all required * fields for each section
10. Click the **Submit Transfer** button

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Summary | **Apprentices (25)** | Davis-Bacon Certification | User Accounts | Contact Information | Occupation Information | Wage Schedules | RTI Information | Program History | Review | Reports

Documents | Employers | Related Actions

Apprentice Information

Apprentice: MI2018000072 - apprentice, upload 2 | MI2018000073 - apprentice, upload 3

Sponsor: A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Sponsor Address: 6461 VALLEY INDUSTRIAL DRIVE KALAMAZOO, MI 49009

Occupation

ACCORDION MAKER (0860) Time-Based

Transfer Information

* Exit Wage: []

* Transfer Date: mm/dd/yyyy

* Transfer Type: Different Occupation Same Program | Different Program and Same Occupation

+ Program: A & A MANUFACTURING - MI00680006

+ Comment: []

RTI Information

* Related Training Instruction Provider: Choose a RTI provider

Total Length of Instruction: 144 Hours

Hours Instruction Provided? During Work Hours

Are Wages Paid During RTI? Yes

Term Length: 8000 Hours

Probationary Period: 2000 Hours

Previous Experience

+ Credit for Previous Experience: []

Credit for Previous RTI: []

Date Apprenticeship Begins: []

Applicable Term Length: 8000 Hours

Expected Completion Date: []

Wage

* Prior Wages: []

* Prior Wages Unit: []

* Entry Wages: []

* Entry Wage Units: []

journeyworker Wages (Hourly): \$33.00

Wage Schedules

Select the wage schedule for the apprentice.

Wage Schedule Name	Wages	Description
<input checked="" type="checkbox"/> ACCORDION MAKER - SKS	Start Wages: \$22.00 End Wages: \$33.00	

Current Status Information

Status: Incomplete Transfer

Status Last Updated: 6/12/2018

QUIT | **SUBMIT TRANSFER**

Confirmation

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Summary | **Apprentices (25)** | Davis-Bacon Certification | User Accounts | Contact Information | Occupation Information | Wage Schedules | RTI Information | Program History | Review | Reports

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Apprentices Transferred Successfully

[Hide]

Apprentice Information

TRANSFER APPRENTICE

Bulk Apprentices Transfer

1. Click on the **Apprentices** link from the Program Summary page

The screenshot shows the 'Apprentices (25)' link highlighted in the top navigation bar of the program summary page. The page title is 'A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388'. Below the title, there are buttons for 'CANCEL PROGRAM', 'SUSPEND PROGRAM', and 'REGISTER APPRENTICE'. The 'Apprentices (25)' link is circled in red. The main content area shows 'Current Status' with fields for Status (Registered), Agency (OA), Assigned ATR (clawson.tiffania@dol.gov), State Director (clavis.russell@dol.gov), and Regional Director (sofia.rctest@gmail.com). There are also fields for Sponsor View, Program Last Updated (Jun 7, 2018), and Last Updated By (oa.admin). A 'Significant Dates' section shows the Registration Date as Apr 27, 2000.

2. Click the check box next to the **Apprentices Number** you want to Transfer

Note:

- ◆ Bulk Apprentices Transfer **must be in the same Occupation** in order to Transfer Apprentices
- ◆ The system will enable the Transfer button after the User selects the Apprentices

The screenshot shows the 'Apprentices (23)' page with a table of active apprentices. The 'TRANSFER' button is highlighted in red. The table has columns for 'Apprentice Number', 'Name', 'Occupation', 'Status', 'Date Apprenticeship Begins', 'Registration Date', 'Expected Completion Date', and 'History'. The first three rows have their 'Apprentice Number' checkboxes checked. The 'Occupation' for these three is 'SHEET METAL WORKER (0510) V1 Time-Based', which is highlighted in orange. The 'Status' for these three is 'Registered'. The 'Date Apprenticeship Begins' and 'Registration Date' are also visible for each row. The 'Expected Completion Date' and 'History' links are also present. The 'TRANSFER' button is circled in red. The 'REGISTER APPRENTICE' button is also visible in the top right corner.

Transfer Type: Different Occupation Same Program

3. Click the option button for **Different Occupation Same Program**
4. Complete all required * fields
5. Click on the **Occupation** drop down arrow, select the Occupation to transfer Apprentice to
6. Click the **Submit Transfer** button

The screenshot shows the 'Transfer Information' form for an apprentice. The 'Different Occupation Same Program' radio button is selected and highlighted in red. The 'Occupation' dropdown menu is open, showing 'SHEET METAL WORKER (0510) Time-Based' selected. The 'Transfer Date' field is empty. The 'SUBMIT TRANSFER' button is highlighted in red. The 'EXIT WAGE' field is empty. The 'Comment' field is empty. The 'QUIT' button is visible in the bottom left corner. The 'REGISTER APPRENTICE' button is visible in the top right corner. The page title is 'A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388'.

TRANSFER APPRENTICE

7. Complete all required * fields for each section
8. Select the **Occupation** to transfer Apprentices to
9. Click the **Submit Transfer** button

HOME STANDARDS BUILDER REPORTS SEARCH OCCUPATIONS RAPIDS 2.0 - Apprenticeship

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

REGISTER APPRENTICE

Summary Apprentices (23) Davis-Bacon Certification User Accounts Contact Information Occupation Information Wage Schedules RTI Information Program History Review Reports Documents Employers Related Actions

Apprentice Information

Apprentice
MI16N048103 - RAWLINSO, KYLE MI16N048101 - ROBINSON, LOGAN MI16N048175 - ROOT, AUSTIN

Sponsor
A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Occupation
SHEET METAL WORKER (0510) Time-Based

Sponsor Address
6461 VALLEY INDUSTRIAL DRIVE KALAMAZOO, MI 49009

Transfer Information

* Exit Wage * Transfer Date
Transfer Date should not be over the last 45 days

* Transfer Type Different Occupation Same Program Different Program and Same Occupation

* Occupation MOLD DESIGNER (Plastics Ind) (1030) V1 Time-Based 8000

* Comment

RTI Information

* Related Training Instruction Provider

Total Length of Instruction 223 Hours Hours Instruction Provided? During Work Hours

Are Wages Paid During RTI? Yes Term Length 8000 Hours

Probationary Period 2000 Hours

Previous Experience

* Credit for Previous Experience Credit for Previous RTI
Enter in hours. If no credit is given, enter 0. Cannot be greater than 7000 hours

Date Apprenticeship Begins Applicable Term Length 8000 Hours
Based on Maximum Term Length

Expected Completion Date

Wage

* Prior Wages * Prior Wages Unit
If no prior wages, enter 0

* Entry Wages * Entry Wage Units

Journeyworker Wages (Hourly) \$39.00

Wage Schedules

Select the wage schedule for the apprentice.

Wage Schedule Name	Wages	Description
<input checked="" type="checkbox"/> wage	Start Wage: \$12.00 End Wage: \$39.00	ree

Current Status Information

Status Incomplete Transfer
Status Last Updated 6/13/2018

QUIT SUBMIT TRANSFER

Confirmation

HOME STANDARDS BUILDER REPORTS SEARCH OCCUPATIONS RAPIDS 2.0 - Apprenticeship

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

REGISTER APPRENTICE

Summary Apprentices (25) Davis-Bacon Certification User Accounts Contact Information Occupation Information Wage Schedules RTI Information Program History Review Reports Documents Employers Related Actions

Apprentices Transferred Successfully

[Hide]

Apprentice Information

TRANSFER APPRENTICE

Transfer Type: Different Program and Same Program

10. Click on the **Different Program and Same Program** option button
11. Complete all required * fields for each section
12. Enter the **Program Number** in the Program field to search for program
13. Click the **Submit Transfer** button

Apprentice Information

Apprentice: MI16ND48103 - RAWLINSON, KYLE | MI16ND48101 - ROBINSON, LOGAN | MI16ND48175 - ROOT, AUSTIN

Sponsor: A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Occupation: SHEET METAL WORKER (0510) Time Based

Sponsor Address: 6461 VALLEY INDUSTRIAL DRIVE KALAMAZOO, MI 49009

Transfer Information

* Exit Wage: []

* Transfer Date: [mm/dd/yyyy] (Transfer Date should not be over the last 45 days)

* Transfer Type: Different Occupation Same Program **Different Program and Same Occupation**

* Program: [Type to search on your programs]

* Comment: []

RTI Information

* Related Training Instruction Provider: [Choose a RTI provider]

Total Length of Instruction: 223 Hours

Hours Instruction Provided?: During Work Hours

Are Wages Paid During RTI?: Yes

Term Length: 8000 Hours

Probationary Period: 2000 Hours

Previous Experience

* Credit for Previous Experience: [] (Enter in hours. If no credit is given, enter 0. Cannot be greater than 7000 hours)

Credit for Previous RTI: [] (Enter in hours)

Date Apprenticeship Begins: []

Applicable Term Length: 8000 Hours (Based on Maximum Term Length)

Expected Completion Date: []

Wage

* Prior Wages: [] (If no prior wages, enter 0)

* Prior Wages Unit: [Select a Unit for Prior Wages]

* Entry Wages: []

* Entry Wage Units: [Select a Unit for Entry Wages]

Journeyworker Wages (Hourly): \$39.00

Wage Schedules

Select the wage schedule for the apprentice.

Wage Schedule Name	Wages	Description
<input checked="" type="checkbox"/> Wage	Start Wage: \$12.00 End Wage: \$39.00	ree

Current Status Information

Status: Incomplete Transfer

Status Last Updated: 6/13/2018

QUIT [] **SUBMIT TRANSFER** []

Confirmation

A-1 REFRIGERATION SALES AND SERVICE, INC. - MI008168388

Summary | **Apprentices (25)** | Davis-Bacon Certification | User Accounts | Contact Information | Occupation Information | Wage Schedules | RTI Information | Program History | Review | Reports

Documents | Employers | Related Actions

Apprentices Transferred Successfully

[Hide]

Apprentice Information