



Apprenticeship

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

<https://dol.appiancloud.com>

RAPIDS 2.0 Quick Reference Guide – Register An Apprentice

Register An Apprentice

Steps to Register Apprentice:

1. Click on the **Program Number** you want to Register Apprentice

The screenshot displays the RAPIDS 2.0 Home page. At the top, there's a navigation bar with links like HOME, STANDARDS BUILDER, REPORTS, SEARCH, and OCCUPATIONS. Below this, the 'My Assigned Program Statistics' section shows a table of program types and counts. The 'Registered Programs' row is highlighted with a red circle. To the right, the 'Apprentice Statistics' section shows a table of apprentice types and counts. Below these are two horizontal bar charts: 'Programs FY to Date' and 'Apprentices FY to Date'. At the bottom, the 'Active Programs' section includes a search filter and a table of registered programs. The first row of the table, with program number MI00590006, is highlighted with a red circle.

Program Type	Count
Incomplete Program Registrations	26
Registered Programs	290
New Programs FY to Date	21
Cancelled Programs FY to Date	3
Suspended Programs	2
Pending Programs	11
Compliance Reviews FY to Date	7
Quality Reviews FY to Date	6
Provisional Reviews FY to Date	25

Apprentice Type	Count
Incomplete Apprentice Registrations	10
Denied Apprentice Registrations	22
Active Apprentices	5260
New Apprentices FY to Date	124
Completed Apprentices FY to Date	28
Cancelled Apprentices FY to Date	64
Suspended Apprentices FY to Date	7
Pending Apprentices	61
Overdue Apprentices	1,451

Program Number	Sponsor Name	Status	Registered Date	Last Updated Date
MI00590006	A & A MANUFACTURING	Registered	5/18/1998	1/23/2018
MI008990032	A & O MOLD & ENGR.	Registered	6/5/1989	5/17/2018
MI007114348	A PLUS ELECTRIC, INC.	Registered	1/11/2011	5/17/2018
MI008168308	A-1 REFRIGERATION SALES AND SERVICE, INC.	Registered	4/27/2000	5/2/2018
MI008125480	AA ELECTRIC	Registered	11/22/2011	6/4/2018
MI007158552	Absolute Automation Test	Registered	11/30/2015	4/2/2018
MI008910019	ACCU DIE & MOLD, INC.	Registered	12/24/1991	10/12/2017
MI007169361	AccuMold, LLC	Registered	8/25/2016	3/19/2018
MI018115065	ACORN ELECTRIC COMPANY	Registered	10/13/2011	6/1/2018
MI006970026	Ada Electric	Registered	11/5/1997	5/31/2018

GETTING HELP

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

REGISTER AN APPRENTICE

3. Click on the **Register Apprentice** button

A & O MOLD & ENGR. - MI008890032

Current Status

Status: Registered
 Agency: OA
 Assigned ATR: clawson.tiffania@dol.gov
 State Director: davis.russell@dol.gov
 Regional Director: sofia.rotest@gmail.com

Significant Dates

Registration Date: Jun 5, 1989

Sponsor Information

Sponsor Name: A & O MOLD & ENGR.
 Address: 301 NORTH 4TH STREET
 City: VICKSBURG
 Zip: 49097

Sponsor View MI008890032
 Click this link to view the sponsor's view of this program
 Program Last Updated: May 17, 2018
 Last Updated By: deightfulname@gmail.com

EIN
 State: MI
 County: St. Joseph County

Apprentice Information

4. Complete all * required fields for **Apprentice Information** and **Contact Information**

5. Click the **Save Progress** button

6. Click the **Next** button

Note:

- ◆ **Date Apprenticeship Begins** cannot be before the **Program Registered Date**
- ◆ The **Save Progress** button:
 - A. Upon the first **Save Progress**, the system will generate a **12 digits Apprentice ID (MI2018000177)**
 - B. Allows you to save where you are so that the Apprentice record can be updated later
- ◆ **Employers** are setup during the Program Registration process, if available click in the check box next to the Employer name in the **Employer Information** section to associate to Apprentice the selected Employer

Register Apprentice
 MI2018000177

Dates

* Date Apprenticeship Begins: 03/06/2018

Apprentice Details

* First Name: Apprentice
 Middle Name:
 Social Security Number:
 * SSN Not Provided ☒
 * Last Name: TEST-Sponsor
 Suffix: --Choose a suffix--
 * Date of Birth: 03/06/2000
 * Gender: ☐ Male ☒ Female
 * Employment Status: ☐ New Employee ☐ Existing Employee

Contact Information

* Address: 123 Parkway SE
 * State: District of Columbia
 Telephone: (123) 456-7890
 * City: Washington
 * Zip Code: 20019
 Email: sks@test.com

Employer Information

Employee Name:
 Batch Size: 10

Employers Select an employer to associate with this apprentice

<input type="checkbox"/>	Employer Name	Address	NAICS	EIN	Employer Acceptance Agreement
<input checked="" type="checkbox"/>	emp 2	ewew ewe, CT 23232	111219		
<input type="checkbox"/>	emp1	YEWuhuh hJhJ, AL 23232	111120		

Apprentice MI2018000177 saved successfully.

SAVE PROGRESS **NEXT**

REGISTER AN APPRENTICE

Demographics

7. Complete all required * fields for Demographics and the optional **Career Connection**
8. Click the **Save Progress** or **Next** button

A & O MOLD & ENGR. - MI008890032

Summary Program Information Contact Information Occupation Information RTI Information Wage Schedules Apprentices (3) Davis-Bacon Certification Reports Documents

Compliance User Accounts Update Program **Related Actions**

Register Apprentice

MI2018000177

OMB# 1205-0223
Expires: 1/31/2020
[\[+\] View Description](#)

Apprentice Information **Demographics** Occupation Details Wage Submit

Demographics

*** Hispanic/Latino Ethnicity**

☐ Hispanic
☐ Non-Hispanic
☐ Participant did not self-identify

*** Veteran Status**

☐ Veteran
☐ Non-Veteran
☐ Participants did not self-identify

*** Disability**

☐ Yes
☐ No
☐ Participant Did Not Self-Identify

*** Race**

☐ American Indian or Alaska Native
☐ Asian
☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander
☐ White
☐ Do not wish to answer
Multiple selections are allowed

*** Education Level**

☐ 8th Grade or Less
☐ 9th to 12th Grade
☐ GED
☐ High School or Greater
☐ Unknown
☐ Post Secondary or Technical Training

Career Connection

None ☐ No career connection applies.

Pre-Apprenticeship ☐ A program or set of strategies designed to prepare individuals to enter and succeed in a Registered Apprenticeship program which has or have a documented partnership(s) with a Registered Apprenticeship program(s).

Technical Training School ☐ Graduates trained in an occupation from a technical training school related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

Military Veterans ☐ Veterans that completed a military technical training school and/or elect to participate in the Building and Construction Trades Helmets to Hardhats Program or trained in an occupation while in the military related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

Job Corps ☐ Graduates trained in an occupation from a federally funded Job Corps center related to an occupation registered by the program sponsor and who meet the minimum qualifications for Registered Apprenticeship.

YouthBuild ☐ Graduates trained in an occupation from a federally funded YouthBuild program related to an occupation registered by the sponsor and who meet the minimum qualifications for Registered Apprenticeship.

HUD/STEP-UP ☐ Applicants who successfully participated in the U.S. Department of Housing and Urban Development Step-Up program and received an apprenticeship experience which meets the minimum qualifications for Registered Apprenticeship.

Career Center Referral ☐ Includes career center participants referred to the Registered Apprenticeship Program and/or apprentice(s) that receive workforce system funded services that support their participation in a Registered Apprenticeship program. This may include the use of individual training accounts and/or on-the-job training reimbursements.

School-to-Registered Apprenticeship ☐ Program designed to allow high school youth ages 16 - 17 to enter a Registered Apprenticeship program and continue after graduation with full credit given for the high school portion.

Apprentice MI2018000177 saved successfully.

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QUIT **PREVIOUS** **SAVE PROGRESS** **NEXT**

REGISTER AN APPRENTICE

Occupation Details

9. Complete all required * fields for the **Occupation Details** and **Previous Experience** sections
10. Click on the drop down menu and select the Occupation to associate to Apprentice
11. If No Credit for Previous Experience enter zero "0"
12. Click the **Save Progress** or the **Next** button

Register Apprentice
MI2018000177

Summary | Program Information | Contact Information | **Occupation Information** | RTI Information | Wage Schedules | Apprentices (3) | Davis-Bacon Certification | Reports | Documents

Compliance | User Accounts | Update Program | **Related Actions**

Apprentice Information | Demographics | **Occupation Details** | Wage | Submit

Occupation Details

* Occupation: **DRAFTER, CIVIL (0128) Time-Based V1**

* Related Training Instruction Provider: Eastern Michigan University

Length of Instruction: 144 Hours Annually

Are Wages Paid During RTI?: No

Probationary Period: 2000 Hours

RTI Length Type: Annually

Hours Instruction Provided?: During Work Hours

Term Length: 8000 Hours

Previous Experience

* Credit for Previous Experience: 0

Enter in hours. If no credit is given, enter 0. Cannot be greater than 7000 hours.

Date Apprenticeship Begins: Mar 6, 2018

Applicable Term Length: 8000 Hours Based on Maximum Term Length

Expected Completion Date: Mar 7, 2022

Apprentice MI2018000177 saved successfully.

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QUIT **PREVIOUS** **SAVE PROGRESS** **NEXT**

Wage

13. Click in the check box next to the **Wage Schedules Name** to associate with Apprentice
14. Enter **Entry Wages**—cannot be more that the **Start Wage**

Register Apprentice
MI2018000177

Summary | Program Information | Contact Information | Occupation Information | RTI Information | **Wage Schedules** | Apprentices (3) | Davis-Bacon Certification | Reports | Documents

Compliance | User Accounts | Update Program | **Related Actions**

Apprentice Information | Demographics | Occupation Details | **Wage** | Submit

Wage

* Prior Wages: \$0.00

Prior Wages Unit: Hourly

* Entry Wages: \$44.00

Entry Wage Units: Hourly

Journeyworker Wages (Hourly): \$44.00

Wage Schedules

Select the wage schedule for the apprentice.

Wage Schedule Name	Wages	Description
<input checked="" type="checkbox"/> DRAFTER, CIVIL	Start Wage: \$29.00 End Wage: \$44.00	

Apprentice MI2018000177 saved successfully.

[Hide]

QUIT **PREVIOUS** **SAVE PROGRESS** **NEXT**

REGISTER AN APPRENTICE

Review, Save & Complete Registration Request

15. After reviewing all **Register Apprentice** sections
16. Click the **Save & Complete Registration**

Register Apprentice
MI008890032

Summary Program Information Contact Information Occupation Information RTI Information Wage Schedules Apprentices (3) Davis-Bacon Certification Reports Documents

Compliance User Accounts Update Program **Related Actions**

OMB# 1205-0223
Expires: 1/31/2020
[\[+\] View Description](#)

Program Selection
Program: MI008890032 A & O MOLD & ENGR.
Occupation Information
Occupation: DRAFTER, CIVIL (0128) V1 Time-Based
Date Apprenticeship Begins: Mar 6, 2018
Apprentice Details
First Name: Apprentice
Middle Name:
Last Name: TEST-Sponsor
Suffix:
Social Security Number: Not Provided
Date of Birth: Mar 6, 2000
Gender: Female
Employment Status: New Employee
Contact Information
Address: 123 Parkway SE
State: DC
Telephone:
City: Washington
Zip Code: 20019
Email: ska@test.com
Employer Information
Employer Name: emp 2
Address:
City:
State: CT
Zip: 23232
EIN:
NAICS Code: 111219 Other Vegetable (except Potato) and Melon Farming
Demographics
Hispanic/Latino Ethnicity: Hispanic
Veteran Status: Non-Veteran
Disability: No
Career Connection: None
Race: Do not wish to answer
Education Level: Post Secondary or Technical Training
Occupation Details
Related Training Instruction Provider: Eastern Michigan University
Length of Instruction: 144 Hours Annually
Are Wages Paid During RTI?: No
Probationary Period: 2000 Hours
RTI Length Type: Annually
Hours Instruction Provided?: During Work Hours
Term Length: 8000 Hours
Previous Experience
Credit for Previous Experience: 0
Credit for Previous RTI: 0
Wage
Prior Wages: \$0.00 Hourly
Entry Wages: \$29.00 Hourly
Journeyworker Wages (Hourly): \$44.00
Wage Schedules
Select the wage schedule for the apprentice.

Wage Schedule Name	Wages	Description
DRAFTER, CIVIL	Start Wage: \$29.00 End Wage: \$44.00	

Selected Wage Schedule: DRAFTER, CIVIL Levels

Period	Duration (Hours)	Wage (Hourly)	Description
1st	8000	\$29.00	
End Wage	8000 Hours	\$44.00	

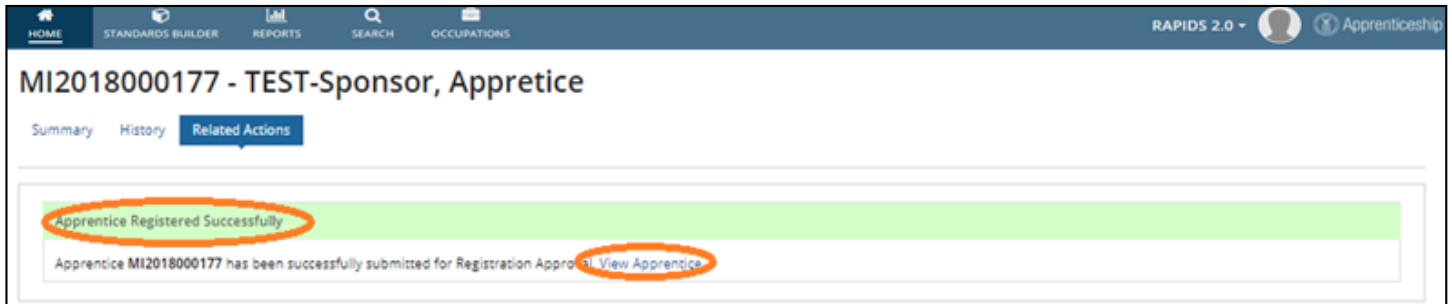
Apprentice MI008890032 saved successfully.
[\[Close\]](#)

[QUIT](#) [PREVIOUS](#) [SAVE PROGRESS](#) **[SAVE & COMPLETE REGISTRATION REQUEST](#)** [SUBMIT & ADD ANOTHER](#)

REGISTER AN APPRENTICE

Confirmation

The system will display a Confirmation



View Apprentice

17. Click the **View Apprentice** link to view the new Apprentice to the Program