

# HOW TO BECOME AN APPRENTICE

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## Get Ready!

Apprenticeships can follow graduation or you can opt for a 2-year college program that leads directly to an apprenticeship. If you are a junior or younger, prepare for this pathway by taking the following actions:

- Ask about career exploration activities and/or skill-building opportunities.
- Be sure to take courses (usually STEM) that prepare you.
- Join a program that allows you to earn college credit during high school like Running Start or Career & Technical Education Dual Credit (also known as Tech Prep).
- Visit and research apprenticeship opportunities like you would any 2- or 4-year college or university. Be sure to pursue multiple options and create a backup plan. Programs are usually competitive.
- You may also be able to take part in a pre-apprenticeship program during or after high school. These programs can help you improve basic skills and learn more about different careers.

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## Find a Program!

In some cases, you apply directly to an apprenticeship program; in other cases, you join an apprenticeship program through a community or technical college or through an employer. To participate, you must be at least 18 years of age, pass a drug test (including no marijuana even if legal in WA), and be physically able to perform the work.

- Each program and its application are different. Decide if you want to apply directly for an apprenticeship before/after high school graduation OR enroll in a 2-year college program that leads directly to an apprenticeship.
- Find out when the program is accepting applications. Be sure to ask if you are required to in person. Travel may be necessary.
- You most likely will be required to submit a transcript and resume.
- You may need to take a test at a community or technical college. Many programs have prerequisites for math and reading comprehension.
- Most applicants are interviewed by a committee. You should prepare for an interview.
- Review individual program information through WA State Department of Labor & Industries (L&I). See the programs in your area and which are taking applications through the Apprenticeship Registration and Tracking System (ARTS) on the L&I website at: [www.Apprenticeship.Lni.wa.gov](http://www.Apprenticeship.Lni.wa.gov).

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## Apply!

Most programs accept applications regularly. To find out for certain whether or not a program is accepting applications, you need to contact them directly. To find Active Apprenticeship Programs:

1. Go to the online Apprentice Registration and Tracking System (ARTS). Run a Report of "Programs by County" for the county where you live or work to see all the programs in that county, sorted by occupation.
2. Go through the entire list and select the appropriate program(s) which will give you the contact information for that program.
3. Contact the program directly to inquire if they are accepting applications. If the program is accepting applications, follow their directions for applying.

Once you have applied and are accepted, the program will register you with Labor & Industries as a registered apprentice.

NOTE: You will need to obtain the appropriate license or trainee card if you are accepted into an occupation with a Licensing/Certification requirement in Washington State.



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