



Training Agent Registration Information

Company: _____ Date: _____

1. Please provide us with a brief description of your company:

Number of Employees: _____

2. **Journey-Level Wage Rate.** Employers must establish a journey-level wage for each occupation that apprentices will be registered for within that company. This rate must be established prior to apprentices being registered for apprenticeship.

Apprenticeship Occupation	Applicable	Active	Journey Level Wage
Industrial Manufacturing Technician	Yes / No	Yes / No	\$
Industrial Maintenance/Automation Technician	Yes / No	Yes / No	\$
Manufacturing Precision Metal Fabricator	Yes / No	Yes / No	\$
Machinist (Aircraft Oriented)	Yes / No	Yes / No	\$
Tool and Die Maker	Yes / No	Yes / No	\$
CNC Programmer	Yes / No	Yes / No	\$
Plastic Process Technician	Yes / No	Yes / No	\$
Production Technician (Youth)	Yes / No	Yes / No	\$
Maintenance/Automation Technician (Youth)	Yes / No	Yes / No	\$

3. **Apprenticeship Coordinator.** This is the individual/individuals that will be the main point of contact for apprenticeship. They should be familiar with the apprentices and mentors. Facilitate apprentice enrollments, OJT rotations, hours tracking/reporting, class attendance, and overall oversight of the program within the company.

Name	Email	Phone
Notes:		



4. **Company's Education/Tuition Reimbursement Policy.** Apprentices and/or employers are responsible for the cost of college tuition for apprenticeship classes. Please indicate your tuition policy for tuition and books.

Responsible Party	Tuition	Books
Apprentice pays		
Employer pays (AJAC will invoice directly)		
Apprentice pays upfront, employer reimburses		
Other:		

Billing/Invoicing PoC*

Name	Email	Phone
Billing Address:		

* Invoices will be sent out via email on the 3rd week of each quarter.