

Memorandum

TO: Apprenticeship Staff

FROM: Jennifer Nolen, Apprenticeship Program Director

CC: Commissioner Davenport
BAT Director Walker

DATE: June 1, 2003

SUBJECT: Granting Credit for Previous Experience

APPRENTICESHIP DIRECTIVE 81-4

The Virginia Apprenticeship Council adopted the following procedure to become effective May 21, 1981.

Apprentices registered in Virginia must serve a minimum of six (6) months or one-fourth (1/4) of the term of apprenticeship with one or more state registered sponsors in order to receive a Certificate of Completion. The six months term does not have to be with the same sponsor or be served consecutively.

The exception to this will be when an apprentice has been registered with another state in the same trade with standards recognized by the BAT. These apprentices may be granted full credit accrued when documentation is presented.