



Hartnell College will provide the following resources/services:	Sponsoring agency/apprenticeship employer will provide the following resources/services:	Employee/Student will:	
Classroom and laboratory instruction (no cost for apprenticeship classes)	Employs and pays the apprentice agreed apprentice wages based on an agreed progressive wage schedule	Meet prerequisites of minimum age of 18 and has a high school diploma or GED (if no GED, it must be in process and completed by the start of the apprenticeship)	
Laptop and/or hot spot as needed		Pre-apprenticeship pathway students from Adult Education must complete ESL for Early Childhood Education & Counseling-1. If the pre-apprenticeship pathway courses are not completed, apprentice must take Counseling-1 as part of the apprenticeship program.	
Career and soft skills training including resume, cover letter, interviewing and handling conflict at work	On-the-Job Training	Complete on-the job training at designated employer site, up to 25 hours per week. Apprentices will need to complete the required employer hiring packet including providing right to work documentation.	
Academic and career counseling including developing customized educational plans and recommended remediation plans if needed	Mentorship	Enroll in apprenticeship courses per the ECE apprenticeship pathway	
Report classroom hours to the California Community College Chancellor's Office	Safe working environment	Dedicate up to 6 hours of study time per week	
Report back to DAS regarding On the Job training hours	Opportunity for job offer at the end of the apprenticeship	Communicate challenges to student success coordinator	
	Communicate challenges to designated Apprenticeship Coordinator	Apprentices must meet the attendance & academic probation policy requirements of the Hartnell Community College District. The Apprenticeship Committee expects apprentices to keep a "C" (2.0) average throughout the duration of their academic program.	