

## Apprenticeship Program Participating Employer Agreement between the Employer and Harper College

The Employer \_\_\_\_\_, and Harper College, the Apprenticeship Program Sponsor enters into an agreement to participate in the \_\_\_\_\_ Program.

The Employer agrees to hire an apprentice full time and pays wages while the apprentice is on the job and in the classroom. \_\_\_\_\_ Initial here in acknowledgment of terms.

The employer agrees to do the following: (a) must hire an apprentice(s) who meets Harper College enrollment requirements into the Apprentice program; (b) permit apprentice to attend program scheduled classes; (c) ensure apprentice is supervised by an experienced mentor; (d) mentor will attend Train the Trainer classes; (e) provide apprentice wage increases commensurate with their advancement in skills and knowledge (at least annually); (f) pay the cost of the program on behalf of the apprentice; (g) cooperate with Harper Office of Apprenticeship coaches and staff in monitoring and recording apprentice's progress and (h) abide by all rules, regulations, and standards of Harper College governing the operations of the College.

The cost of the Apprentice program is \$ \_\_\_\_\_/semester per apprentice while enrolled. Total cost is \$ \_\_\_\_\_. Harper invoices at the beginning of each semester the total cost divided by the number of semesters in the program.

Harper College agrees to do the following: (a) offer an Apprenticeship program; (b) handle all program paperwork for the employer needed; (c) provide coaching for the apprentice while in RTI; (d) provide an apprenticeship "Train-the-Trainer" course for employer mentors; and (e) through the Office of Apprenticeship support and collaborate with program faculty and the employer in monitoring and recording apprentice's progress.

Name \_\_\_\_\_

Name

Title \_\_\_\_\_

Title

Employer \_\_\_\_\_

Harper College

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date