



**Class D License holders - MRWA Apprentice Program:**

You may have heard of a new resource that Minnesota Rural Water Association is offering: a Registered Apprenticeship Program. It is a great tool to get formal training in the industry. As the Apprentice Coordinator, I am reaching out to people that have been working in the industry and may have their class D license. If you would like to take some of the self-study burden off of yourself, this could be an excellent tool for you.

**Have you just started in the water/wastewater industry or do you have someone working for your organization that just started their career?** If you have your Class D license and would like to have formal training in this industry then the MRWA Apprenticeship Program may be for you. You may have heard of our 2-year registered Apprentice Program. You may even have studied on your own and attended one of our refresher courses to pass your class D exam. If you or your co-workers are looking to make a career in the industry, this maybe a great opportunity. Keeping with the NRWA intent for 'direct entry' and training the future workforce, we are reaching out to let people know that their class D license will reduce their time in the Apprentice Program by 6 months.

This is part of our approved Registered Apprenticeship Program that is approved through the MN Department of Labor (DOL). One year of working in the industry will reduce your formal recorded On-the-Job (OJT) hours by 500 hours. Passing the exam will reduce the formal related technical instructions by 72 hours. This program would be broken into 3 six-month periods (1½ years).

This 1½ year contract would be submitted to DOL with the above-mentioned credits. The pay scale will be filled out for this time frame. The apprentice will enter their OJT hours into the NRWA apprentice tracking system (ATS), broken down into the five required program headings. The mentor will review and certify these hours. The apprentice will need to be pulled out of the work schedule once month to attend 6 hours in-person training. Typically, this training is conducted at their place of work, but may be at their neighboring community. MRWA will submit the quarterly progress reports to NRWA & DOL.

Upon successful completion of the Apprentice Program, the apprentice will receive a certificate from DOL. If you or your co-worker would like to join the Apprenticeship Program and your organization will participate, go to NRWA's website at <http://apprenticeship.nrwa.org> and click "get started". Use your own email so all the training is tied to you not your place of work. It will ask you set up an account (Account type is "Applicant"). Once you created the account, it will ask if you would like to Login. Click on Login and "Begin a New Application", go through all the "Statement of Understanding", Select the State, enter "Voluntary Information", then on the last page, fill out the top portion with your name and address check "yes" for working. At the bottom of the page, enter your employer information and Veteran status, then "finish". I will get an email notification. Then I will contact you and discuss the next process. I will finish your application by entering you through the "direct entry" process. You will need to upload your state certificate with your licenses number, for the reduced program, but we will do this when we upload the contract.

**If you have any question please reach out to: Joel Jasmer, Apprentice Coordinator / Technical Advisor at 218-671-3475 or [joel.jasmer@mrwa.com](mailto:joel.jasmer@mrwa.com)**