

How to Use an Apprenticeship Crosswalk

4 – 30-18

Note:

1. Crosswalks have been designed using Work Plans as approved by the Department of Labor for the specific industry sectors and cross-walked to courses in the Texas Higher Education Coordinating Board – Workforce Education Curriculum manual.
2. Teams of community college faculty and industry specific subject matter experts developed the crosswalks.
3. Thirty-eight individuals from 7 community colleges and 8 Department of Labor Registered Apprenticeship organizations participated.

Basic Assumptions:

1. The crosswalks have been designed to encourage and help colleges be more efficient and consistent in developing MOU/partnerships with DOL Registered Apprenticeships in Texas.
2. The crosswalks are designed to be used when the individual requesting transferability has completed the apprenticeship.
3. The crosswalks are applicable only when a community college offers those courses/program.
4. The college chooses which courses, as per their program, will transfer.
5. The college follows its own policies and procedures regarding transfer of credit/credit for prior learning.

HOW TO USE THE CROSSWAL

Student who has completed an apprenticeship and wants to pursue a community college certificate or degree –

1. Student takes copy of certification of apprenticeship completion to a community college with which the registered apprenticeship organization has a Memorandum of Understanding or to any other community college in Texas that offer a program in which the individual has completed the apprenticeship.
2. Student visits with appropriate community college personnel to determine what classes the college offers in that program for which the student can receive credit.
3. College procedures and policies will dictate how many courses the student will be allowed college credit.

Community College with a program for which a crosswalk has been developed –

1. College can use the crosswalk to develop a relationship with a registered apprenticeship program that provides their own classroom training and, subsequently, write a Memorandum of Understanding defining specifically for what courses the apprentice will receive college credit once they have completed the apprenticeship.
2. College can use the crosswalk to determine for what courses an individual may get credit if an individual has completed an apprenticeship in a particular field. This does not depend on the college having an MOU with the training organization with which the individual completed the apprenticeship.

Registered Apprenticeship Organizations that proved their own classroom training –

1. Registered apprenticeship organizations should work with a community college to develop a pathway through their apprentices can move through an apprenticeship to the community college to earn an associate degree and, possibly, beyond.