



# WASHINGTON STATE APPRENTICESHIP AND TRAINING COUNCIL

## ADMINISTRATIVE POLICY

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**TITLE:** Special circumstances allowing for the registration of apprentices when an apprenticeship program is under Washington State Apprenticeship and Training Council registration limitation.

**NUMBER:** 2012-01

**ISSUED:** February 24, 2012

**CHAPTER:** [39.04.010 RCW](#) and [296-05 WAC](#)

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### ADMINISTRATIVE POLICY DISCLAIMER

This policy is designed to provide general information in regard to the current opinions of the Department of Labor & Industries on the subject matter covered. This policy is intended as a guide in the interpretation and application of the relevant statutes, regulations, and policies, and may not be applicable to all situations. This policy does not replace applicable RCW or WAC standards. If additional clarification is required, the Program Manager for Apprenticeship should be consulted.

This document is effective as of the date of print and supersedes all previous interpretations and guidelines. Changes may occur after the date of print due to subsequent legislation, administrative rule, or judicial proceedings. The user is encouraged to notify the Program Manager to provide or receive updated information. This document will remain in effect until rescinded, modified, or withdrawn by the Washington State Apprenticeship and Training Council.

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Apprenticeship Programs directed to refrain from the registration of apprentices until the program meets with the Washington State Apprenticeship and Training Council's (WSATC) Compliance Review and Retention Sub-committee (CRRS), may register apprentices under the following circumstances without meeting with the CRRS:

- Treaty Employment Rights Office (TERO) candidates;
- Selection from a program's pool of eligibles out of ranked order to reach female/minority candidates; or
- Direct entry of candidates that increase the percentage of female/minorities in the program.
- CRRS can provisionally approve the registration of apprentices in special circumstances, and those decisions would be presented to the WSATC at the following quarterly meeting for final approval.