

What is RAP? Registered Apprenticeship Program

Earn while you learn and get a head start in your career

Are you interested in:

- Starting your post-secondary training early in a respected career
 - Working with your hands
 - Working with people
- Creating and seeing the finished product
- Applying your math and science skills

As a RAP student you can earn a salary plus 40 high school credits, including four 35, 5-credit level courses towards your high school diploma.

Choose from over 50 trades and accumulate hours towards your first year apprenticeship.

Compulsory Certification Trades

Certification required to work in the trade. Apprentices must be supervised by a journeyman.

- Appliance Service Technician
 - Auto Body Technician
- Automotive Service Technician
 - Boilermaker
- Crane and Hoisting Equipment Operator
 - Electrician
 - Elevator Constructor
 - Gasfitter
 - Hairstylist
- Heavy Equipment Technician
 - Ironworker
- Motorcycle Mechanic
- Plumber
- Recreation Vehicle Service Technician
- Refrigeration and Air Conditioning Mechanic
 - Sheet Metal Worker
 - Steamfitter-Pipefitter
 - Welder

Optional Certification Trades

Certification is not mandatory to work in the trade. Apprentices must be supervised by a person knowledgeable in the trade.

- Agricultural Mechanic
 - Baker
 - Bricklayer
 - Cabinetmaker
 - Carpenter
 - Concrete Finisher
- Communication Technician
 - Cook
- Electrical Motor Systems Technician
 - Electronic Technician
 - Floorcovering Installer
 - Glazier
 - Instrument Technician
 - Insulator
 - Landscape Gardener
- Lather-Interior Systems Mechanic
- Locksmith
- Machinist
- Millwright
- Outdoor Power Equipment Technician
 - Painter and Decorator
 - Partsman
 - Power Lineman
 - Power System Electrician
 - Roofer
 - Sawfiler
 - Sprinkler Systems Installer
- Structural Steel and Plate Fitter
 - Tiler
 - Tilesetter
 - Tool and Die Maker
- Transportation Refrigeration Technician
 - Water Well Driller

Registered Apprenticeship Program (RAP)

For High School Students
McCoy High School

The Registered Apprenticeship Program (called RAP) is a modified apprenticeship program that permits a high school student to become an apprentice while attending high school.

A RAP apprentice accumulates hours of on-the-job training as credit toward his or her apprenticeship, and credit toward a high school diploma.

Why RAP?

- Skilled trades people are in short supply. A RAP apprentice begins learning a skilled trade.
- RAP gives employers an opportunity to find quality young employees, and to participate in their educational process.
- RAP offers an enriched high school education and provides an opportunity to learn the skills industry needs.
- A RAP apprentice gets a realistic look at the work world and learns employability skills.

Who can employ a RAP Apprentice?

Anyone who is eligible to employ an apprentice can employ a RAP apprentice.

How is a RAP Apprentice different from a regular apprentice?

- A RAP apprentice is a full-time high school student.
- A RAP apprentice must be paid at least minimum wage.
- Apprenticeship's formal or technical training is delayed until the RAP student completes high school.
- Alberta Education is responsible for Worker's Compensation coverage for RAP apprentices.

Employer Benefits:

- Builds a community based work force
- WCB – covered by Alberta Education
- Guidance by workplace mentor
- Participate in the development of your future work force
- Integrates trade training in high school education process
- Develops employability skills, feedback and performance review
- Participates in education process
- Assists with shortage in trades
- Minimizes cost of training

How much time does a RAP apprentice spend on the job?

The employer, the student/parent, and the school determine the hours of work.

- Grade 10: Majority of the students begin in the summer following Grade 10 with a 125 hour pre-RAP internship prior to registering with Apprenticeship and Industry Training. They work full time during the Grade 10 summer.
- In Grade 11, students may continue as a RAP apprentice working after school, weekends, and holidays, and returning full time during the summer following Grade 11.
- In Grade 12, students may continue as a RAP apprentice working after school, weekends, and holidays. Most try to arrange their timetables to accommodate in one semester a half-day at the workplace during the Grade 12 school year.

What are the entrance requirements?

- Good academic standing, particularly in Math, Science and English
- Excellent attendance at school, good citizenship and attitude
- CTR 1010 Job Preparation Module
- CSTS Safety Training prior to placement
- 125 hours Work Experience (pre-RAP Internship, pay optional)
- If any students are interested in RAP – contact Mr. Immel by phone 952-6061 or e-mail warren.immel@mhcbe.ab.ca
- Selection by application, screening and interview !



DEFINITIONS



Here is one of McCoy's RAP Apprentices at work earning money, high school course credits, and blue book hours towards his certification.

The following are some general terms you may come across when you are researching Apprenticeships and RAP.



Trades: A special set of fifty-one skilled occupations, all of which involve a combination of on-the-job training (Apprenticeship) and coursework at technical institutes. Trades jobs are particularly high in demand in the Albertan economy and generally pay quite well. See "[Alberta's Trades](#)" page for a link to the full list.

REGISTERED APPRENTICESHIP PROGRAM (RAP): Program which allows students to start earning apprenticeship hours, money and credits while still in high school. To participate in the program, students must still complete their core courses, and are required to remain on track to graduate.

Apprenticeship: The process of becoming qualified as a tradesperson. Both you and your employer sign a contract. Your employer agrees to train you and you agree to work for your employer. The contract is taken to an Alberta Apprenticeship office, with a fee, and you receive a "Blue Book" to document your hours. You keep track of your hours and training, and report these hours to the Apprenticeship and Industry Training. For certification, classroom training at technical institutes or colleges is also a part of this process. You must accumulate a specific number of hours in your "Blue Book" before you are eligible to take the next level of education required for certification.



Journeyman: A fully qualified tradesperson who has successfully completed his or her apprenticeship, including a specific number of work hours and classroom courses. It is generally journeymen who train apprentices in their trades.

Blue Book: A very important log-book in which the apprentice keeps track of his or her hours in the trade, periodically showing the book to Apprenticeship and Industry training as proof of hours. A certain number of hours must be accumulated before the apprentice is able to take the next level of courses required for certification.

Apprenticeship and Industry Training: The institution that keeps track of the training and certification of tradespeople in Alberta.



There are two methods of getting into the **RAP** Program:

1. Apply to the RAP coordinator at McCoy.



This is how the majority of RAP students get into the program Obtain an application form from the work/experience/RAP office located between the library and the cyber office. You will complete the form and any related assignments and submit these to Mr. Immel. If you qualify (marks, attendance and behavior are selection criteria) Mr. Immel will attempt to arrange potential RAP placements between students and employers. You may be asked to complete some safety training on evenings or weekends while awaiting your placement. . An internship of one hundred and twenty five hours (trial period) and is the first step to becoming a registered apprentice You will receive 5 credits for this trial period, but your employer is not obliged to pay you during this time. At the end of this trial period, if your employer feels you will make a good tradesperson in your chosen area, you will be offered a RAP apprenticeship. At this point you will continue to work, for pay, for the remainder of the summer as well at times you are available during the school year (during the school day or on evenings and weekends). During this period, you will also accumulate apprenticeship hours and high school credits.

2. **Fast-Tracked - find your own employer**

Research and select a trade you are interested in apprenticing in. Find an employer who is qualified and willing to take you on as a RAP apprentice (friends and family are a good place to start). Once you think you have a willing employer contact Mr Immel who will attend to the remaining details of setting up the

placement. In order for you to work as a RAP student, you, your employer and a parent must sign a work experience contract and your teacher must visit the site prior to your first day to approve it as a safe learning environment. As soon as the contract and site inspection are in place you are eligible to earn pay, high school credit, and apprenticeship hours whether you work during the school day, on evenings or weekends, during your summers or a combination of these times.



Here is a complete listing of Alberta's recognized trades with links to information including duties, job descriptions, required numbers of hours of training for certification as well as the educational requirements to attend the college components. These educational requirements vary by trade and are spelled out on the website.

Note that there are also some specializations within specific trades areas.

[Agricultural Equipment Technician](#)

[Appliance Service Technician](#)

[Auto Body Technician](#)

[Auto Body Technician – Auto Body Prepper](#)

[Auto Body Technician – Auto Body Refinisher](#)

[Auto Body Technician – Auto Body Repairer](#)

[Automotive Service Technician](#)

[Baker](#)

[Boilermaker](#)

[Bricklayer](#)

[Cabinetmaker](#)

[Carpenter](#)

[Communication Technician](#)

[Concrete Finisher](#)

[Construction Craft Labourer](#)

[Cook](#)

[Crane and Hoisting Equipment Operator – Boom Truck](#)

[Crane and Hoisting Equipment Operator – Conventional Mobile Crane](#)

[Crane and Hoisting Equipment Operator – Hydraulic Mobile Crane](#)

[Crane and Hoisting Equipment Operator – Mobile Crane](#)

[Crane and Hoisting Equipment Operator – Tower Crane](#)

[Crane and Hoisting Equipment Operator – Wellhead Boom Truck](#)

[Electrical Motor Systems Technician](#)

[Electrician](#)

[Electronic Technician](#)

[Elevator Constructor](#)

[Floorcovering Installer](#)

Gas Utility Operator
Gasfitter – 1st Class
Gasfitter – 2nd Class
Glazier
Glazier – Auto Glass Technician

Hairstylist
Heavy Equipment Technician
Heavy Equipment Technician – Heavy Duty Equipment Mechanic (Off Road)
Heavy Equipment Technician – Transport Trailer Mechanic
Heavy Equipment Technician – Truck and Transport Mechanic

Instrument Technician
Insulator
Ironworker
Ironworker – Metal Building Systems Erector

Landscape Gardener
Lather – Interior Systems Mechanic
Locksmith

Machinist
Millwright
Motorcycle Mechanic

Oil and Gas Transportation Services
Outdoor Power Equipment Technician – Marine Equipment
Outdoor Power Equipment Technician – Power Equipment
Outdoor Power Equipment Technician – Recreational Equipment
Outdoor Power Equipment Technician – Turf Equipment

Painter and Decorator
Parts Technician
Plumber
Power Lineman
Power System Electrician

Recreation Vehicle Service Technician
Refrigeration and Air Conditioning Mechanic
Rig Technician - Level 1
Rig Technician - Level 2
Rig Technician - Level 3
Roofer

Sawfiler
Sawfiler – Circular Sawfiler

[Sheet Metal Worker](#)
[Sprinkler Systems Installer](#)
[Steamfitter – Pipefitter](#)
[Steel Detailer](#)
[Structural Steel and Plate Fitter](#)

[Tilesetter](#)
[Tool and Die Maker](#)
[Transport Refrigeration Technician](#)

[Warehousing - Basic](#)
[Warehousing - Intermediate](#)
[Warehousing - Technician](#)
[Water Well Driller](#)
[Welder](#)
[Well Testing Services Supervisor](#)

Links

www.tradesecrets.org : the Alberta Apprenticeship and industry training site. Includes detailed descriptions of every trade, information about the RAP program, details about scholarships available for apprentices, instructions for registering for required college training during apprenticeships as well as other useful information about the trades in Alberta.

www.nextgen.org: the site maintained by the foundation that sets up RAP students with employers. Has further descriptions of RAP as well as other career exploration programs in fields such as health services and information technology.

www.alis.gov.ab.ca: Alberta Learning's main information site. Services include occupational profiles, information about student loans, opportunities to look up one's Alberta learning student ID number, high school transcripts and information about various colleges and universities.

Please contact Warren Immel at McCoy @ (403) 952-6061 or email warren.immel@mhcbe.ab.ca for more information.