

Participation Agreement

Apprenticeship Program

The TEACH Early Childhood® Minnesota Apprenticeship program offered through Child Care Aware of Minnesota requires the support and participation of the child care program (employer) and the apprentice applicant (employee). **Please provide the name of the person who will be the apprentice applicant's mentor below. *The applicant's program director, owner, or authorized representative must sign this agreement.*** By signing this agreement, the employer is agreeing to sponsor the applicant for a TEACH scholarship. In the event that the applicant is awarded a scholarship, the employer and the applicant understand and agree to the following conditions:

Apprentice applicant (employee) agrees to all of the following:

- Pay TEACH for 10 percent of the cost of tuition and books. This cost will be calculated after all other financial aid award(s) (excepting loans) have been applied. TEACH scholarships cover approved courses the recipient is enrolled in during the apprenticeship year.
- Submit all required paperwork (including grades) by established deadlines and pay all bills in a timely manner.
- Communicate regularly with their Apprenticeship Coordinator (e.g., class changes, employment status changes, etc.).
- Successfully complete the minimum required credits (9 semester/12 quarter) during the apprenticeship year.
- Commit to employment at current child care program for one additional year beyond the apprenticeship.
- Remain employed at the current child care program for 30-40 hours per week during the apprenticeship year.
- Apply for financial aid through FAFSA prior to the start of each academic year.
- Pay the college directly for any tuition or courses that are not approved by TEACH.
- Meet and communicate regularly with their assigned mentor.

Child care program (employer) agrees to all of the following:

- Pay TEACH for 5 percent of the cost of tuition and books for each approved course the apprentice is enrolled in during the apprenticeship year (minimum of 9 semester/12 quarter credits).
- Provide paid release time to the apprentice; up to six hours of paid time off per week each week that classes are in session. (TEACH will reimburse the program for a portion of release time hours.)
- **At the end of the scholarship year**, provide additional compensation to the apprentice in the form of a \$1.00 raise up to \$17.46/hour. If the apprentice's hourly wage is more than \$17.46, the employer will pay a \$250 bonus instead.

Apprentice Applicant Name (Print)

Mentor Name (Print)

Apprentice Applicant Signature

Date

Employer Signature

Date

Please include this completed and signed form with your application.