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Department  
of Labor

# VETERAN APPRENTICESHIP AND ON-THE-JOB TRAINING PROGRAMS

Both Apprenticeship and On-the-Job Training programs are available for veterans using their U.S. Department of Veterans Affairs education benefits, including the GI Bill. These programs allow veterans to learn a trade or skill through training on the job rather than attending formal classroom instruction. A veteran generally enters into a training contract for a specific period of time with a business or union, and at the end of the training period, the veteran gains job certification or journeyman status.

This program offers benefits to businesses as well as veterans. Businesses generally pay a reduced Apprenticeship/On-the-Job Training wage (must be at least 50% of journeyman wage). In addition to the entry-level wage, veterans in an approved program can use their GI Bill benefit to receive a tax-free stipend. For more information regarding VA education and training benefits, including the GI Bill, visit: [www.benefits.va.gov/gibill](http://www.benefits.va.gov/gibill).

## PROGRAM REQUIREMENTS

All Apprenticeship/On-the-Job Training programs, including those registered with the New York State Department of Labor, must meet the following criteria to become a GI Bill approved training program:

- The position must pay wages by a set salary schedule and must include at least one increase in wages during the training period
- The training position must be under direct supervision
- The program must meet the duration and total hour requirements
- An application must be submitted and approved

Application forms can be obtained by calling either of the New York State Department of Veterans' Services offices listed below:

### **METROPOLITAN NEW YORK CITY AND LONG ISLAND**

New York State Department of Veterans' Services  
**212-564-8414**

### **OUTSIDE OF METROPOLITAN NEW YORK CITY**

New York State Department of Veterans' Services  
**518-474-7606**

The approval process consists of a curriculum review and a site visit to ensure that the program meets VA requirements. Programs need not have veterans enrolled to request this approval.

All approved Apprenticeship/On-the-Job Training programs with veterans who wish to use their GI Bill benefits during their training must complete a training agreement form. This form can be obtained by calling either of the offices listed above. Businesses must submit the completed training agreement form to the New York State Department of Veterans' Services for approval. Once approved, the veterans will begin receiving their GI Bill payments.

## FOR MORE INFORMATION

### **NYS DEPARTMENT OF VETERANS' SERVICES**

William Clarke

**518-474-7606**

[William.Clarke@veterans.ny.gov](mailto:William.Clarke@veterans.ny.gov)

The New York State Department of Labor is an Equal Opportunity Employer/Program. Auxiliary aides and services are available upon request and free of charge to individuals with disabilities TTY/TDD 711 or 1-800-662-1220 (English) / 1-877-662-4886.

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