

# Green Bay Area Electrical Workers Joint Apprenticeship and Training Trust Committee

## Apprenticeship Paid Related Instruction (PRI) Economic Assistance Incentive Program

### **Apprentices must maintain the following criteria to be eligible for reimbursement:**

- 100% Paid Related Instruction (PRI) attendance
- 90% Unpaid Related Instruction (URI) attendance
- 80% test average
- Zero (0) late days on Work Report Time Cards
- Attend two (2) volunteering opportunities per year
  - Apprentices in 1<sup>st</sup> & 2<sup>nd</sup> Year Books (1<sup>st</sup> Year Apprentices) are only required to complete one (1) volunteering opportunity per semester (i.e one event for 1<sup>st</sup> semester & one event for 2<sup>nd</sup> semester).
- Attend three (3) Union Meetings Per Year
  - Apprentices in 1<sup>st</sup> & 2<sup>nd</sup> Year Books (1<sup>st</sup> Year Apprentices) are only required to attend one and a half (1.5) Union Meetings opportunity per semester (i.e one and a half meetings for 1<sup>st</sup> semester & one and a half meetings for 2<sup>nd</sup> semester).
- Remit Paid Related Instruction (PRI) Tuition
  - Fall Semester must be paid by October 1
  - Spring Semester must be paid by February 1
- Textbooks must be paid for and received by the first (1<sup>st</sup>) class
- Must be, and remain, current with Union Dues

### **Two (2) 'No Excuse' cards will be issued to each apprentice annually. A 'No Excuse' card can be used to erase:**

- One (1) day of missed Paid Related Instruction (PRI)
- One (1) night of missed Unpaid Related Instruction (URI)
- One (1) late Work Report Time Card
- Improve one (1) test score to a qualifying score
- One (1) missed volunteering opportunity
- One (1) missed union meeting

Any unused 'No Excuse' cards will be entered into a drawing conducted in June each year.

### **Volunteer opportunities include but are not limited to:**

- Union Sponsored Functions
- Donating Blood/Plasma
- Habitat for Humanity
- American Red Cross
- Paul's Pantry

## **Notes**

1. "No Excuse" cards are in effect to determine eligibility for economic assistance only and do not void any existing Committee Policy or Procedure pertaining to attendance, grades, and Work Report Time Cards.
2. Apprentices in 1<sup>st</sup> & 2<sup>nd</sup> Year Books (1<sup>st</sup> Year Apprentices) are to submit their Grades, proof of payment of tuition, and a written request must be submitted to the GBJATT office by the following deadlines:
  - January 15<sup>th</sup> – for courses taken anytime from the previous August 1 through December 31, including first semester courses at NWTC.
  - June 15<sup>th</sup> – for courses taken anytime from the previous January 1 through May 31, including second semester courses at NWTC.
  - Any reimbursement requests received beyond the deadline will not be considered for reimbursement.
3. Apprentices in 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> Year Books (2<sup>nd</sup>, 3<sup>rd</sup>, & 4<sup>th</sup> Year Apprentices) are to submit their Grades, proof of payment of tuition, and a written request must be submitted to the GBJATT office by the following deadlines:
  - June 15<sup>th</sup> – for courses taken anytime from the previous August 1 through May 31, including first and second semester courses at NWTC.
  - Any reimbursement requests received beyond the deadline will not be considered for reimbursement.