

**Program Outline: Mechatronics Technician
8,000 Hours**

Employer Responsibilities for Participation:

1. Become an *Authorized Training Agent* by signing the *Employer Acceptance Agreement* provided by NeSCC/RCAM.
2. Grant equal treatment and training opportunities for all apprentices and apply those conditions uniformly.
3. Have equipment available and rotate apprentices in the various processes of the skilled occupation.
4. Determine tuition reimbursement policy for apprentices if applicable.
5. Identify (or hire) employees to train under apprenticeship program.
6. Identify master craft professionals to mentor apprentice(s) and maintain the appropriate 1:1 ratio.
7. Periodically review and evaluate apprentices before advancement to the apprentice's next wage progression.
8. Pay your apprentice(s) the percentage of Journey wage rate for hours worked.

Apprentice Requirements:

1. Have a High School Diploma or equivalent and be over 18 years old.
2. Able to perform the physical requirements of the occupation.
3. Meet the requirements of the National Career Readiness Certificate WorkKeys assessments at: *Applied Mathematics 4, Workplace Documents 5, Graphic Literacy 4*
4. Sign an Apprenticeship Agreement with NeSCC/RCAM and abide by the Standards of Apprenticeship.
5. Pay required tuition (depending on company reimbursement policy).
6. Attend and pass coursework off-hours.
7. Demonstrate progress on the job.
8. Submit monthly work progress reports.

Work Process Schedule

Task Name	Approximate OJT Hours
Machine Operation	2,000
Installation of Machinery & Equipment	1,000
Maintenance of Machinery & Equipment	2,500
Repair of Machinery & Equipment	2,500
Total Hours	8,000

The task and hours schedule above is a reference guide. The apprentice shall be instructed and trained in all operations and methods customarily used on the various machines. Each company will adhere to the schedule as closely as facilities will permit in order to provide the apprentice with well-rounded experience and practice on all relevant equipment and processes in the shop.

4-Year Term

Step	Number of Hours	Percentage of Journey Level Rate
1	0 - 1000	60%
2	1001 – 2000	65%
3	2001 – 3000	70%
4	3001 – 4000	75%
5	4001 – 5000	80%
6	5001 – 6000	85%
7	6001 – 7000	90%
8	7001 - 8000	95%