**FREQUENTLY ASKED QUESTIONS**

**Abbreviations used**:
- **BOATWR** = Board of Apprenticeship Training (Western Region), Mumbai
- **Website** = Official website [www.apprentice-engineer.com](http://www.apprentice-engineer.com) of BOAT (WR)
- **AT** = Apprenticeship Training
- **TPO** = Training Placement Officer

All the matter stated below is in relation to the Apprentices Act, 1961 (as amended in 1973 & 1986) for Engineering / Technology Graduate, and Diploma as well as the pass outs of 10+2 Vocational courses.

1. **What is Apprenticeship Training?**

   The programme of Apprenticeship Training was started by the Government of India for fresh passouts of engineering degree / diploma, and vocational courses at 10+2 level so as to make them technically skilled and employable by imparting one year ‘on the job’ practical training. Apprenticeship Training is implemented by the Boards of Apprenticeship Training situated at Mumbai, Chennai, Kanpur, and the Board of Practical Training at Kolkata.

2. **What is the eligibility to join The Apprenticeship Training Scheme as an Apprentice?**

   The qualifications required for participating in the Apprenticeship Training Scheme as an Apprentice, is mentioned as below for each category of apprentice:

   a) **Graduate Apprentice**
      - Degree in Engg. / Tech/Pharmacy/Architecture/Hotel Management from a recognised University with the designated subject.

   b) **Technician Apprentice**
      - Diploma in Engg. / Tech/Pharmacy/Architecture/Hotel Management from Board of Technical Examination of a state.

   c) **Technician (Voc.) Apprentice**
      - Pass out of 10+2 level with designated vocational subject from HSC Board.

   d) **Graduate Sandwich Apprentice**
      - Students who are undergoing Sandwich Courses of undergraduate studies in Engg./Tech. at any of the degree Institutions recognized for the purpose are eligible to undergo apprenticeship training during their curriculum.

   e) **Technician Sandwich Apprentice**
      - Students who are undergoing Sandwich Courses of undergraduate studies in Engg./Tech. at any of the diploma Institutions recognized for the purpose are eligible to undergo apprenticeship training during their curriculum.

   - Candidates should have passed their qualifying examination not before 03 (three) years of the date of joining as Apprentice.
   - Candidates should not have registered as an Apprentice earlier in any establishment with same qualification, under The Apprentices Act.

3. **What are the subject fields specified by Central Apprenticeship Council for undergoing apprenticeship Training?**

   122 subject fields in Engineering / Technology, and 122 subject fields in Vocational courses have been specified. Complete list can be viewed / download from the website of this Board.

4. **What is duration of apprenticeship training?**
5. How one can participate in apprenticeship training?

- Candidates / Students can enroll online at www.apprentice-engineer.com.
- Candidates can enroll with Placement Section of BOAT (WR). Opportunity for undergoing apprenticeship training is given based on requirement / shortfall in the establishments.
- Candidates can respond to the advertisements released by establishments for requirement of Apprentices.

6. How Board of Apprenticeship Training (WR), Mumbai helps a candidate to get Apprenticeship Training?

- Candidate can enroll online or in person at placement section of BOAT (WR), Mumbai. BOAT(WR) introduces the candidates to the establishments with following conditions:
  a) Recommendations are given based on requirement / shortfall in the establishments.
  b) Recommendations are 'first come first serve' based.
  c) Next recommendation is only made if the candidate is not engaged in earlier recommendation.
  d) If candidate rejects any offer, no further recommendation is made.

7. What if candidates enroll with BOAT (WR) and don't get opportunity of Apprenticeship Training even after lapse of 3 years from the date of passing?

- Candidates enrolled with BOAT (WR) may be considered even after lapse of 03 years from the date of passing, only if he was not recommended for 03 times.

8. In which month can a candidate join as an apprentice?

- There is no fix time to join as apprentice. Apprentice registration process is functional throughout the year. Candidate can join as apprentice, whenever he gets an offer.

9. What about permanent placement after apprenticeship training?

- The employer doesn't have an obligation of offering permanent employment to the apprentice, under The Apprentices Act. However, if any vacancy exists in the establishment, permanent placement may be offered to the apprentices based on their performance and suitability. Normally, it is observed that the establishments prefer to absorb the apprentice based on his / her performance.

10. What are advantages of undergoing Apprenticeship Training?

- Apprentices get an opportunity of undergoing 'on the job' training and are exposed to real working conditions. They get a chance to work on advanced machines and equipments and learn more about their field.

- A 'Certificate of Proficiency' is issued to the apprentice on his / her successful completion of apprenticeship training.

- Period of apprenticeship training is treated as work experience.

- Employability gets improved after completion of apprenticeship training. Candidates may even think of starting their own enterprises.

11. But the monthly stipend being paid to an apprentice is very low!
Stipend is not salary or wage. It should be kept in mind that the employer spares the human resources and other facilities to train an apprentice under The Apprentices Act, and this incurs expenditure. The stipend is an amount which is being paid to an apprentice for meeting his expenses. However, many employers may pay stipend at higher rates. Moreover, the apprentices are usually extended the subsidized canteen and transportation facilities by most of the establishments.

12. Is Apprenticeship Training compulsory?

For students: It is not compulsory to undergo Apprenticeship Training.

For establishments: It is mandatory to engage apprentice for one year Apprenticeship Training, as advised by BOAT (WR).

13. Can an apprentice leave apprenticeship training in between?

Yes, he can leave Apprenticeship Training before completion, if he gets employment, gets admission for higher studies, or he is medically unfit. He can request the employer to terminate the Contract, stating the justified reason(s) and substantiating with documents. The employer will recommend to BOAT (WR) for termination of contract with / without recovery training expenses. Maximum recovery from apprentice is limited to 03 months stipend at minimum prescribed rate. No recovery is effected on apprentice securing employment, or if he / she is suffering from ill health in the case of which an original Medical Certificate from Civil Surgeon should be submitted.

14. Will a candidate get Certificate of Proficiency if he / she leaves Apprenticeship Training in between?

Proficiency Certificate is issued only on successful completion of Apprenticeship Training for the period of one year.

15. Can a candidate leave Apprenticeship Training in between in any establishment and join as Apprentice in any other establishment?

This is possible only when first establishment has not enough training resources / facilities to provide / continue apprenticeship training of one or more apprentices. Alternative arrangements may be made for apprentice(s) to undergo Apprenticeship Training in other establishment(s) for the left-out period.

16. Can Board of Apprenticeship Training (Western Region), Mumbai help establishment to get apprentices?

Yes, BOAT (WR) provides the list of enrolled candidates / aspirants to the establishments, on their availability.

Establishments may do the following for their requirements of candidates to be engaged as apprentices:

a) Visit website www.apprentice-engineer.com, where the list of institutions is available. Establishment can approach the Institutions for list of eligible candidate.

b) Can request Placement Section, BOAT (WR) for database of eligible aspirants.

c) Arrange for display of their vacancies on the Notice Boards of their establishment and the nearby Institutions.

d) Publish advertisements in local newspapers.

e) Contact The District Vocational Educational & Training Officer (DVETO) of their district for requirement of passouts of 10+2 (Vocational) courses candidates.

17. Can Board of Apprenticeship Training (WR), Mumbai help Institutes to place their students as apprentices?

Yes, Institution can ask their students to enroll with BOAT (WR).
Institution can organize the following programs in their premises in association with BOAT (WR).

a) Awareness programs on Apprenticeship Training Scheme.
b) Centralized Apprentices Engagement Camps (Bharti Mela)

18. What about health, safety & welfare of apprentices?

For the apprentices undergoing apprenticeship training in a factory, the provisions of Chapters II, IV & V of The Factories Act, 1948 shall apply in relation to the health, safety and welfare of the apprentices as if they were workers within the meaning of the said Act.

Where any apprentices are undergoing training in a mine, the provisions of Chapter V of The Mines Act, 1952 shall apply in relation to the health and safety of the apprentices as if they were persons employed in the mine.

19. Can Institutes engage apprentices?

Yes, just like the establishments, the institutes too can engage apprentices, provided they have facilities and infrastructure for providing training in the relevant subject fields.

20. How can an establishment start engaging apprentices?

a) The Assessment Form duly filled by the establishment should be sent to BOAT (WR), a copy of Assessment Form can be downloaded from the web portal.
b) BOAT will assess the establishment and issue a notice under section 8(3a) of The Apprentices Act, allotting the quota of apprentices, to be engaged by establishment.
c) After receiving the Notice, establishment can start engaging apprentices.

21. Can establishment engage candidate / apprentices apart from allotted quota?

a) If establishment has adequate facilities / resources, permission of engaging additional apprentices may be given by BOAT (WR).
b) Establishment desiring to engage additional apprentices should seek prior approval before engaging additional apprentices.
c) Establishment are required to submit a detailed proposal justifying the need of additional apprentices.
d) The additional apprentices thus sanctioned shall be only for a period of one year.

22. How to get forms for various purposes related to apprenticeship training under BOAT (WR)?

The forms can be downloaded from the website: www.apprentice-engineer.com at the link Application Forms on its homepage.

23. How to know about the various programme organized by BOAT (WR)?

The programme being organized by BOAT (WR) are displayed on website. So please keep visiting the website frequently.

24. How an institute gets an approval for covering the training part of curriculum of courses under sandwich pattern course?

The institute conducting a sandwich course in Engineering / Technology / Hotel Management and Catering Technology, is required to submit a proposal in a fixed format which can be obtain from BOAT (WR) office.

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