

## What are service members saying about the United Services Military Apprenticeship Program?

When I gave my job counselor a copy of my Certificate of Completion of Apprenticeship, he immediately reached down into his drawer and withdrew a job listing. Union Pacific Railroad was looking for Journeyman Electricians I can assure you the pay was excellent. This was possible because I spent the time recording the work hours Any time spent doing the paperwork is an investment in your future.” – EMC

“Through talking with military members that have transferred from the Navy to other career fields, I now see the importance of having this certificate...” – MM1

“This is one of the best programs that I have had the pleasure of being a part of.” – GSM2

“Thank you for sending my Department of Labor Certificate of Completion of Apprenticeship. I felt proud of myself after seeing something that reflects on my experience.” – IT2

“I just received my first Certificate of Completion and I must say, it's been a really great opportunity working through all the hours and learning as I complete my required tasks.” – IT2



### CONTACT USMAP TODAY:

NAVAL EDUCATION and TRAINING COMMAND  
ATTN: USMAP  
640 ROBERTS AVE BLDG 502  
Pensacola FL 32511-5155

**COM:** 1-850-452-6699  
**FAX:** 850-452-6060 **DSN:** 459

**EMAIL:** [Usmap@livehelpnow.net](mailto:Usmap@livehelpnow.net)  
**WEB:** <https://usmap.netc.navy.mil>



Registered partner with the  
Department of Labor  
Office of Apprenticeship and Training



# USMAP

# United Services Military Apprenticeship Program (USMAP)

The **United Services Military Apprenticeship Program (USMAP)** is a formal military training program that provides active duty Army, Navy, Marine Corps and Coast Guard service members the opportunity to improve their job skills and to complete their civilian apprenticeship requirements while on active duty. The U.S. Department of Labor (DOL) provides the nationally recognized Certificate of Completion of Apprenticeship upon the completion of the program.

The **Department of Labor (DOL)** is the Federal agency responsible for the administration of the National Apprenticeship System in the United States. **USMAP** is the registered sponsor for all military apprenticeships. All DOL sponsors have a set of Standards that provide guidelines for Apprenticeships. USMAP's standards are tailored to fit the military mission.

## WHAT IS AN APPRENTICESHIP?

Apprenticeship is a combination of on-the-job training and related classroom instruction in which workers learn the practical and theoretical aspects of a highly-skilled occupation. This is an "earn as you learn" program because you are getting paid to learn a trade. Colleges and vocational schools require that you pay for your training.

## WHAT IS A CERTIFICATE OF APPRENTICESHIP?

When you complete your apprenticeship program the U.S. Department of Labor issues a "Certificate of Completion of Apprenticeship". This means that you have completed the industry-wide required number of classroom and on-the-job training requirements for that trade.

## WHAT GOOD IS A CERTIFICATE OF APPRENTICESHIP?

While you are in the military, achieving your Certificate of Completion of Apprenticeship shows your chain-of-command that you are working to improve yourself. This can help



with promotions or job assignments. When you leave the military, that completion certificate places you among the most recognized and highly skilled craft workers in the industry. Having an apprenticeship can mean qualifying for better jobs with significantly higher pay.

## WHAT DOES AN APPRENTICESHIP TRADE REQUIRE?

Each apprenticeship trade requires from 2,000 and 8,000 hours of on-the-job work and formal classroom instruction. Normally the classroom instruction is covered by rating or MOS schools. Working a typical 40-hour week, an individual can complete a 2,000 hour trade within a year.

## WHAT ARE THE QUALIFICATIONS TO ENROLL?

To qualify for this program, service members must be in an active duty or Full Time Support (FTS) statuses, have a high school diploma or GED equivalence, and are designated in a rating or MOS. Members must also have sufficient time to complete the program while on active duty. Retired military and reservists are ineligible.



- Currently over 120 trades available ranging from 2,000 hours to 8,000 hours.

- Ability to record hours online or by paper logs.



USMAP