OCC Apprentice Trainee Rev. 05/2011

For Official Use Only

STATE OF CONNECTICUT
DEPARTMENT OF CONSUMER PROTECTION
OCCUPATIONAL & PROFESSIONAL LICENSING DIVISION
Telephone: (860) 713-6135
Email: occprotrades@ct.gov
Web Site: **www.ct.gov/dcp**

Application for Apprentice Trainee Registration

When registration is requested for an area of the trade which is not available through the Connecticut Department of Labor, said contractor shall make his/her request to the appropriate board prior to the employment of the employee. *"No person that has been issued an apprentice / trainee registration shall at any time engage in any of the work for which a license is required without direct supervision. Direct supervision shall mean under the guidance of a licensed Connecticut contractor or journeyperson and within the sight and/or hearing of said licensed person and not exceeding one apprentice / trainee to each licensed person on site".*

Eligibility for an Apprentice Trainee Registration:

1) Attach applicant training program out line including content and hours for both related instruction and on the job training which shall be followed.
2) Attach list of all licensed persons and license numbers and type(s) that are available to supervise and train such applicant. List of existing Trainee's employed and registration numbers.
3) Total number of trainee's cannot exceed number of SP license holders in company.

➔ Return your completed application to:

Department of Consumer Protection
Occupational and Professional Licensing Division
165 Capitol Avenue, Hartford, CT 06106

Applicant / Trainee Information:

First Name	Middle Initial	Last Name	Occupation	
Street Address	City or Town		State	Zip Code
Telephone Number (w/ area code)	Social Security Number	Email Address		Date of Birth
Your Employer / Company Name (Program Sponsor)			Telephone Number (w/ Area Code)	
Street Address	City or Town		State	Zip Code
Contractor license number and type:		Licensed Contractor Name:		
Has the applicant ever been convicted of a felony crime?	☐ Yes ☐ No			

Any persons making any misstatement as to experience or other qualifications, or any person subscribing to or vouching for any misstatement shall be subject to those penalties as provided for in the Connecticut General Statutes.

SIGNED *(Applicant / Trainee)* SIGNED *(Licensed Contractor and number / type)*

SIGNED (Employer / Company) Date: