WAC 308-20-065  Student and apprentice registration.  (1) All
schools and apprentice shops shall register any new student to the de-
partment in a manner and format prescribed by the department.

(2) At least one time per month, on or before the tenth day of
the month, schools and apprentice shops shall submit to the depart-
ment, a record of each student or apprentice's accrued clock hours in
a manner and format prescribed by the department. A school or appren-
tice shop's initial submission of clock hours shall include all hours
accrued at the school or apprentice shop and all transferred hours re-
ceived by the school or apprentice shop.

(3) Upon graduation, a school shall certify in a manner and for-
mat prescribed by the department that a student has completed the cur-
riculum hours approved by the department.

(4) Upon completion of the apprenticeship training program, the
apprentice shop shall certify in a manner and format prescribed by the
department that an apprentice has completed the minimum number of
training hours approved by the department.

(5) Schools and apprentice shops shall report a student or ap-
prentice's withdrawal or termination to the department, in a manner
and format prescribed by the department, within ten calendar days of
the withdrawal or termination.

(6) Schools and apprentice shops shall report a student or ap-
prentice's leave of absence request approved by the school or appren-
tice shop to the department, in a manner and format prescribed by the
department, within ten calendar days of the start date of the leave.

[Statutory Authority: RCW 43.24.023 and 18.16.030. WSR 13-24-042, §
308-20-065, filed 11/26/13, effective 1/1/14; WSR 08-22-029, §
308-20-065, filed 10/28/08, effective 2/1/09.]