

Please notify the Apprenticeship Office within 45 days of an apprentice leaving your program using this form. RAPIDS users please cancel the apprentice online and upload a scan of this document. Retain a copy with your records, and provide a copy to the canceled apprentice.

### APPRENTICE TO BE CANCELED

First Name		Middle Name	Last name	Suffix
Occupation			Apprentice ID Number in RAPIDS	
On-the-Job Hours Completed (OJL)	Instruction Hours Completed	Date of Cancellation <i>month/day/year</i>	Wage at Start \$ /hr	Wage Immediately Prior to Cancellation \$ /hour

Was the apprentice canceled within the probationary period? YES Probationary Cancel NO

**Reason for Cancellation:** Please check the reason that best describes the reason for Cancellation or write in a reason.

- A. left to accept related employment
- B. left to accept other employment
- C. entered military service
- D. transferred to another program
- E. lack of work
- F. unsatisfactory performance
- G. not attending related instruction
- H. voluntary quit
- I. illness/ medical reasons
- J. apprenticeship program discontinued by sponsor
- K. apprenticeship program canceled by Registration Agency
- L. other reason

**Did apprentice earn college credits or a degree as part of the apprenticeship?**

- No college credits earned
- College credits earned, No degree
- Associate's Degree
- Bachelor's Degree
- Graduate Degree

**Credentials Earned.** List certifications, licenses, or other industry-recognized credentials earned by the apprentice as part of their apprenticeship, or check box for None

### SPONSOR

Name of Sponsor (Company Name)

Signature of Sponsor's Representative

### FOR OFFICE USE ONLY

Complete information received	Removed from Ratio Sheet	Cancel date written on Agreement in File	RAPIDS	Grant Report
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