

Apprenticeship and Training for Careers as Electrical Workers in the Union Electrical Construction Industry

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Equally and Jointly Sponsored by:



The Illinois Chapter, National Electrical Contractors Association, Midstate Division necanet.org ilneca.org



The International Brotherhood of Electrical Workers IBEW Local Union #146

ibew.org ibew146.com

In Cooperation with:



Electrical Training Alliance electricaltrainingalliance.org

Apprenticeship Opportunities offered for the following Electrical Worker Classifications:

Inside Wireman • Voice/Data/Video Installer Technician

Industrial • Commercial • Residential

### Serving all or part of these counties:

Christian • Coles • Cumberland • DeWitt • Douglas • Effingham • Fayette • Macon • Montgomery • Moultrie • Piatt • Shelby

### Serving these communities and many others:

Charleston • Clinton • Coffeen • Decatur • Effingham • Greenup • Maroa • Mattoon • Morrisonville • Mt. Zion • Pana • Shelbyville • Taylorville • Tuscola

Start Career as an Apprentice – Serve an Apprenticeship – Top Out as a Journeyman

# Apprenticeship and Training Since 1944

# Electrical Worker Apprenticeship Opportunities Inside Wireman • Voice/Data/Video Installer Technician

Midstate Electrical Training Center is the primary training source for the area's Union Electrical Construction Industry. METC's goal is to recruit the best possible candidates for the Apprenticeship Programs it operates for the Industry. METC seeks those that are best suited for a career as an Electrical Worker. Our customers, Signatory Electrical Contractors, and Union demand the best. Through METC, Apprentices are properly and safely trained until they top out as Journeyman Electrical Workers. These careers are construction based occupations. A true desire to be committed and dedicated to a career in this Industry is an imperative prerequisite one must have prior to completing an application. The best Electrical Workers in the Industry earn an excellent living; even as national and local economies rise and fall. To earn and keep an opportunity, a person must be able to meet all of METC's requirements, qualifications, and expectations.

Electrical Worker Apprenticeship opportunities combine On-the-Job Training (OJT) through employment with a Signatory Electrical Contractor and mandatory Related Classroom Training (RCT) at METC. While on the job an Apprentice is under the supervision of a Journeyman Electrical Worker and is taught the practical aspects of the trade. While in the classroom, an Apprentice is taught the theoretical aspects of the trade by a Journeyman Electrical Worker who is a qualified subject matter expert. An Apprentice graduates to Journeyman status after successfully serving his/her Apprenticeship. Signatory Electrical Contractors throughout the Nation employ Journeymen and Apprentice Electrical Workers. Union Electrical Workers are the best in the Electrical Industry. They are highly skilled electrical tradesmen that receive excellent pay, paid pension plans, and paid family health insurance premiums.

**Inside Wireman – 5 Year Apprenticeship Program.** In the Union Electrical Construction Industry, Electrical Workers classified as an Inside Wireman make up the largest share of the occupations represented by the IBEW. IBEW Local 146 represents nearly 450 active Journeyman Inside Wiremen and an average of 70 Apprentice Inside Wiremen. Inside Wiremen are Electricians. They primarily operate "inside" the property lines of a customer's facility, unlike Electrical Workers with the Outside Lineman classification. Inside Wiremen specialize in installing and/or maintaining the power, lighting, controls, and other electrical equipment in residential, commercial, and industrial facilities. The 5 year Inside Wireman Apprenticeship Program is the primary program for Midstate Electrical Training Center. Apprentices in this program are required to complete a **minimum** of 900 hours of related classroom training (RCT) and a **minimum** of 8000 hours of on-the-job training (OJT). Starting pay scale for a 1st year Apprentice Inside Wireman is 42% of Journeyman scale, +/- \$17.00/hour. In addition to the hourly pay, **paid** pension plans and **paid** family health insurance premiums are included.

This program typically starts 12-14 new Apprentice Inside Wiremen per year after the Application Process is completed. Generally, the new Apprentices are indentured in April, placed with an Electrical Contractor for employment in May, and begin classes in July. Applications are available.

Voice/Data/Video Installer Technician – 3 Year Apprenticeship Program. Electrical Workers classified as a Voice/Data/Video Installer Technician are not electricians, but the classification is fundamentally similar to the Inside Wireman classification. They are represented by the IBEW and specialize in installing and/or maintaining circuits and equipment for telephones, computer networks, video distribution systems, security and access control systems, fire alarm systems, and other low voltage systems in residential, commercial, and industrial facilities. The 3 year Voice/Data/Video Installer Technician Apprenticeship Program offered by Midstate Electrical Training Center usually has limited opportunities and program availability may vary due to Industry needs. Apprentices in this program are required to complete a minimum of 480 hours of related classroom training (RCT) and a minimum of 6000 hours of on-the-job training (OJT). The current pay scale for a 1st Year Apprentice Voice/Data/Video Installer Technician is 45% of Journeyman scale, +/- \$16.50/hour. In addition to the hourly pay, paid pension plans and paid family health insurance premiums are included.

At this time, opportunities for this program are limited due to Industry needs. This program typically starts 0-3 new Apprentice Voice/Data/Video Installer Technicians per year after the Application Process is completed. Generally, the new Apprentices are indentured in April, placed with a VDV Contractor for employment in May, and begin classes in July. Applications are available.

Outside Lineman – Midstate Electrical Training Center does not offer Electrical Worker Apprenticeship Opportunities for the classification of Outside Lineman. Call IBEW Local 51 in Springfield, IL at 217-726-8481 for more information.

# Application Requirements and Qualifications for Electrical Worker Apprenticeship Opportunities Inside Wireman • Voice/Data/Video Installer Technician

### Women, Minorities and Military Veterans – Are strongly encouraged to apply

(Qualifying Veterans receive G.I. Bill benefits while serving an apprenticeship through a registered Apprenticeship Program)

If you have construction and/or electrical construction experience - We strongly encourage you to apply (Experience is not required)

**We offer** – Employment and on-the-job training (OJT) opportunities with over 25 Electrical Contractors; an excellent, defined wage package; **paid** pension plans; **paid** family health insurance premiums; related classroom training (RCT) at our Training Center; and **no tuition fees**.

Employment and education opportunities are provided to Apprentices through an apprenticeship process that includes mandatory OJT and mandatory RCT. If you accept an opportunity, you will be **expected** to be **committed** and **dedicated** to a lifelong career as an Electrical Worker. You must be willing to be classified as an Apprentice, successfully serve an apprenticeship, and graduate to a Journeyman Electrical Worker classification.

**This is a construction based occupation** — These careers are physically and mentally demanding. Our Electrical Contractors, IBEW Local 146, our customers, extreme weather conditions, and extreme jobsite conditions demand the best Electrical Workers. Employment opportunities are affected by the strength of national and local economies.

## 3 Steps to Apply

### Step 1: Confirm Meeting the Following Qualifications

The following qualifications must be met before an application can be completed:

- 1. **Jurisdiction:** *Must live, must be willing to work, and must be willing to commute* within the jurisdictional boundaries of IBEW Local 146. The jurisdiction includes all or part of 12 counties in central Illinois: Christian, Coles, Cumberland, DeWitt, Douglas, Effingham, Fayette, Macon, Montgomery, Moultrie, Piatt, and Shelby.
- 2. **Age:** Must be 18 years old at the time of employment. Eligible to apply if 17 years old and are a senior in high school.
- 3. **Education:** At the time of employment, must have a high school diploma, a GED, or a 2 year Associate degree or higher.
- 4. **Valid Driver's License:** Must possess a valid driver's license.

#### Step 2: Collect the Following Items

#### Applicants must provide the following at the time of application:

- Official Transcripts: Must provide official high school transcript(s), official college transcript(s) if applicable, official GED transcript if applicable. High school seniors must provide official high school transcript(s).
- 2. **Valid Driver's License:** Must provide proof of a valid driver's license.
- 3. **Resume:** Must provide a current Resume.
- 4. **Military Veterans:** Must provide a copy of DD-214 to verify experience/training. Must provide MOS and related documentation for any related electrical experience/training.

#### **Step 3: Schedule Application Appointment**

With the above requirements met, an Applicant must complete an application *in person* at the Training Center. Applications are accepted on a year-round basis and are typically available on Thursdays *by appointment only*.

#### Applicants must call the Training Director at 217-875-3041, ext. 2 to schedule an APPLICATION APPOINTMENT.

The Training Center is located in the east half of **IBEW Local 146's facility** located at 3390 North Woodford Street, Decatur, IL 62526. Please report to the **North side, North entrance, single door. This door is marked with the Training Center's Logo.** 

# Application Deadline for Opportunities available in 2023 is January 5, 2023 Aptitude Testing is scheduled to begin on January 12, 2023

Applicants must consider the following: qualifying on an **Aptitude Test**, **Background Check**, placement on ranking score/eligibility list after an **Interview**, and if after accepting an apprenticeship opportunity – pass **Drug Screen and Pre-employment Physical Exam**; **METC maintains a zero tolerance for THC**.

Midstate Electrical Training Center will not discriminate against apprenticeship applicants or apprentices based on race, color, religion, national origin, sex (including pregnancy and gender identity), sexual orientation, genetic information, or because they are an individual with a disability or a person 40 years or older. Midstate Electrical Training Center will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, part 30.

### The Application Process to Qualify for and Earn an Electrical Worker Apprenticeship Opportunity

- 1. Choose Career and Apply: A person must choose to pursue a career as an Electrical Worker, and then apply to one or both corresponding Apprenticeship Programs provided by METC (pending availability). It is possible for one year to pass from the date of application to the date of accepting an opportunity, if offered. An Applicant must meet all requirements and qualifications before proceeding to step 2. See documents: Application Requirements and Qualifications for Electrical Worker Apprenticeship Opportunities and Map of Jurisdiction.
- 2. Aptitude Test: An Applicant meeting all requirements and qualifications will be notified by email of an invitation to take the Electrical Training Alliance Aptitude Test Battery. Tests are administered by METC to groups of Applicants; typically in January. The test battery includes two tests: Algebra and Functions, and Reading Comprehension. An Applicant must earn a minimum composite test score of a 4 before proceeding to step 3. Multiple attempts to earn a qualifying score at 6 month intervals are allowed. An Applicant is rendered as null and void for failing to take a scheduled test.
- 3. <u>Background Check</u>: An Applicant who earned a qualifying score on the aptitude test will be subject to a background check.
- 4. <a href="Interview">Interview</a>: An Applicant who earned a qualifying score on the aptitude test will be notified by email of an invitation to interview with METC's Joint Apprenticeship and Training Committee (Committee). Groups of Applicants are typically interviewed once a year in March. The Committee consists of 6 members: 3 NECA members and 3 IBEW members. The Committee is the ultimate authority over the entire Apprenticeship Program and all Apprentices. METC seeks candidates best suited for the Industry. An Applicant must earn a ranking score from the Committee, before proceeding to step 4 (a score between 0-100 is issued based on interview results and a thorough review of all qualifications). An Applicant is rendered as null and void for failing to appear for a scheduled interview.
- Eligibility List: An Applicant with a ranking score is placed on the eligibility list for the career(s) chosen. Eligibility is for two years from the date of the interview. Apprenticeship opportunities are offered to Applicants with the highest scores. An Applicant may reapply after eligibility has expired. During eligibility, an Applicant may be re-interviewed by the Committee to earn a new score. To qualify for a re-interview, the Applicant must gain 450 hours of work experience in the Electrical Construction Industry and/or complete two post-secondary trade related classes. An Applicant's position on the eligibility list may change after subsequent applicant interview sessions, when offers for Apprenticeship opportunities are accepted or declined, and when Applicants fail to qualify.
- 6. Offer to Accept an Apprenticeship Opportunity: Needs of the Industry and the economy determine the exact number of opportunities offered and exactly when new Apprentices are assigned to Contractors. Generally, opportunities are only offered once per year; after the March interview session. Opportunities are offered to Applicants with the highest scores. An Applicant must accept an offer before proceeding to step 7. An Applicant is removed from the eligibility list if an offer is accepted or declined.
- 7. Pre-employment Drug Screen and Physical Exam: Applicants must be drug free and be able to perform the duties of an Electrical Worker. Upon accepting an offer, an Applicant is required to pass a drug screen and physical exam. An Applicant must pass both before proceeding to step 8. An Applicant is removed from eligibility if either is failed.
- 8. <u>Orientation Packet</u>: Applicants who passed the drug screen and physical exam are considered eligible for indenture and receive an Orientation Packet. Applicants are allowed to review the Apprenticeship Agreement with the U.S. Department of Labor, Apprenticeship Standards, Apprenticeship Rules and Policies, Scholarship Loan Agreements, Signature Pages and other important documents prior to attending an Orientation meeting with the Training Director at the Training Center.
- 9. <u>Orientation</u>: Applicants are indentured and classified as an Apprentice of METC at the Orientation meeting. This meeting is with the Training Director and is held at the Training Center; typically in early April. All indenture related documents are signed off by the Applicant at the end of the Orientation meeting.
- 10. Boot Camp/Assignment to Contractor/Attend Classes: New Apprentice Inside Wiremen are required to attend a mandatory 40 hour Boot Camp class at the Training Center. Boot Camp is typically scheduled for the last week of April, Saturday Saturday, 7:00 am 3:30 pm. Ideally, new Apprentices will be ready for employment/training assignments, if available, to Signatory Electrical Contractors by the first week of May. All Apprentices are required to attend all scheduled training courses and classes during the term of the Apprenticeship. An Apprentice is classified as a Journeyman upon successful completion of all Apprenticeship requirements.
- 11. <u>Initiation as a Union Member of IBEW Local 146</u>: An Electrical Worker Apprenticeship Opportunity includes becoming a dues paying Union member of IBEW Local 146. An Apprentice is initiated as a member of IBEW Local 146 at the first local Union meeting within 30 days of employment. After initiation, an Apprentice has the privilege to be an active member with full voting rights. Apprentices and Journeymen pay out-of-pocket monthly membership dues to the International Office of the IBEW and weekly working assessments to IBEW Local 146.

### **What Applicants Must Know**

## **General Information and Expectations**

- The very first step a person must take to become a part of the Union Electrical Construction Industry is to decide to want to be an Electrical Worker – either you want to be an Electrical Worker or you don't – there is no in between.
- Successful Electrical Workers *want* to be an Electrical Worker until they retire.
- Successful Electrical Workers want to be committed and dedicated to the Union Electrical Construction Industry.
- Successful Electrical Workers want to make the sacrifices required for success.
- Successful Electrical Workers want to contribute to the success of all Electrical Contractors.
- Successful Electrical Workers want to contribute to the success of the IBEW.
- Successful Electrical Workers want to contribute to the satisfaction our Customers expect of the work we do.
- Applicants apply for 2 opportunities at the same time: an employment opportunity and an education opportunity.
- METC is only looking for career orientated candidates.
- METC is only looking for candidates who want to be great.
- METC is not interested in candidates just looking for a job.
- Applicants must research the trade to be sure they want to be a part of it. Research should include visiting the web sites listed
  on the first page of this handout, learning about the trade on YouTube, and meeting and speaking to IBEW members.
- New Apprentice Inside Wiremen are typically started every year.
- Opportunities for Apprentice VDV Installer Technicians are limited due to Industry needs.
- Not all Applicants receive an opportunity the first time they apply; multiple application attempts may be required.
- Applicants must understand they are applying for a *construction based* employment and training opportunity.
- An Electrical Worker is a construction worker.
- The potential for unemployment exists in the construction industry always has, always will.
- Being an employable asset for the Electrical Contractors is the best defense against unemployment.
- When work slows down, Electrical Contractors keep their employable assets and lay off the rest.
- Electrical Contractors are in business to make a profit and they rely on their employable assets to make that profit.
- Should an Apprentice become unemployed due to lack of work, that Apprentice is still an Apprentice in training still a part of this family still a part of this Brotherhood. That Apprentice is not left alone to fend themselves.
- It is METC's responsibility to assign that unemployed Apprentice to another Electrical Contractor for an employment/OJT opportunity.
- An unemployed Journeyman Electrical Worker has the benefit of over 800 IBEW Local Union offices throughout the country, with 17 in the state of Illinois alone, to sign up for employment opportunities.
- While unemployed due to lack of work, Journeymen and Apprentices can claim State and Federal unemployment insurance benefits.
- Being financially fit eliminating debt and saving money will contribute to success as an Electrical Worker.
- Electrical Workers work in any and all weather conditions good or bad.
- Electrical Workers work in any and all job site conditions good or bad.
- The Electrical Trade is dangerous, and physically and mentally demanding can't be afraid of electricity, heights, or a shovel.
- It takes a significant amount of commitment, dedication, and sacrifice to be a successful Electrical Worker.

### **Application Requirements and Application Process**

Applicants must thoroughly review the Application Requirements and Application Process on pages 3 and 4 of this hand out.

### **Employment/OJT**

- METC assigns new Apprentices to the Electrical Contractors for employment/OJT opportunities.
- New Apprentices become employees of an Electrical Contractor and earn wages, health insurance and retirement benefits.
- The Electrical Contractor sends Apprentices to the job sites where they are needed.
- The job site can be residential, commercial, or industrial anywhere within the 12 county jurisdiction.
- While on the job, new Apprentices work with Journeymen and are taught the trade.
- A new Apprentice's reputation begins the first day on the job it's up to the Apprentice if that reputation is good or bad.
- The Apprentice must decide if he or she will be an employable asset or not it's up to the Apprentice to make that decision.
- Electrical construction work is full time work; scheduled for at least 40 hours per week.
- Generally, most jobs are scheduled Monday through Friday, 7:00 am to 3:30 pm, with a half hour lunch break.
- Some jobs work more than 40 hours per week. Overtime rules apply as per the Collective Bargaining Agreement.
- Workers are paid once per week, generally by Friday.

### **Related Classroom Training**

**Apprentice Inside Wireman Program** – To obtain Journeyman status, Apprentices must complete 5 years of training. Minimum 8000 hours OJT. Minimum 900 hours RCT. Primary RCT and Secondary RCT is held in Decatur at METC. Primary RCT is a minimum of 45 – 4 hour night classes during the week after work for approximately 37 weeks during each year of the 5 year program. Classes generally meet 5 to 7 nights per month. This includes meeting at least once per week and occasionally meeting twice a week during one or two weeks per month. Classes are in session from August until early May. Classes are scheduled from 5:30 pm to 9:30 pm each night. Secondary RCT consists of Saturday classes and night classes.

Inside	Minimum Primary RCT Hours	Minimum Secondary RCT Hours						
Year		Boot Camp	Math Review	Christmas Lights	OSHA 30	FA CPR/AED	Welding Class	Minimum Total
1	180	40	24	4	30	8		286
2	180			4				184
3	180					8	40	228
4	180							180
5	180					8		188
Minimum Grand Totals	900	40	24	8	30	24	40	1066

Apprentice VDV Installer Technician Program – To obtain Journeyman status, Apprentices must complete 3 years of training. Minimum 6000 hours OJT. Minimum 480 hours RCT. Primary RCT is held at the Training Center in Springfield, IL. Secondary RCT is held in Decatur at METC. Primary RCT is a minimum of 40 – 4 hour night classes during the week after work for approximately 40 weeks during each year of the 3 year program. Classes generally meet 4 to 5 nights per month. This includes meeting once per week and meeting twice a week during one or two weeks per month. Classes are in session from August until early May. Classes are scheduled from 4:30 pm to 8:30 pm each night. Secondary RCT consists of Saturday classes and night classes.

VDV	Minimum Primary RCT Hours	Minimum Secondary RCT Hours					
Year		Math Review	OSHA 30	FA CPR/AED	Minimum Total		
1	160	24	30	8	222		
2	160				160		
3	160			8	168		
Minimum Grand Totals	480	24	30	16	550		

### **Related Classroom Training cont.**

- Primary RCT is the delivery of the trade related curriculum. It consists of time in the classroom with an Instructor and classmates covering homework, tests, and lab work.
- Secondary RCT is additional, necessary related training.
- Apprentices have to take advantage of their RCT. If they decide not to, they are simply preventing themselves from becoming an employable asset.
- RCT requires effort and sacrifice.
- Time must be allotted at home to complete homework assignments and study for tests.
- Time in the classroom keeps Apprentices away from home and family.
- RCT attendance is mandatory. Apprentices are penalized for missing class. Any missed class time must be made up to advance in training and compensation.
- A laptop computer and access to the internet is required for completion of online homework assignments and classroom activities.
- RCT and OJT occur simultaneously.
- Skills learned by serving an Apprenticeship belong to the Electrical Worker those skills are completely portable executable
  anywhere in the country.

#### **Out of Pocket Expenses**

- Laptop Computer Apprentices are required to have a laptop computer.
- <u>School Books</u> Apprentices are required to purchase school books by the start of each school year. If the books are not
  paid for, the Apprentice will not take possession of the books and will not be allowed to attend class until they are. Book prices
  are \$850 per year and go up annually.
- <u>Tools</u> Apprentices are required to purchase a limited number of hand tools for use on the job. Apprentices can expect to spend \$500 on the required tools.
- Work Wear Apprentices are required to provide proper work wear, safety toed boots, and cold weather clothing.
- <u>IBEW Membership Dues</u> An opportunity to become an Electrical Worker includes Union membership with the IBEW. Within 30 days of employment, new Apprentices are initiated as Union members of IBEW Local 146. New members pay initiation fees of approximately \$105 and minimum monthly membership dues of \$42.50. These dues fund the International Office of the IBEW, a pension/retirement plan benefit, and a death benefit for members of the IBEW.
- <u>Weekly Working Assessments</u> The office of IBEW Local 146 is funded by the membership through a working assessment of 4% of gross weekly wages. This assessment is deducted off of each member's weekly paycheck.
- <u>No Paid Time Off</u> Electrical Workers are only paid for the hours they work. Electrical Workers are not compensated for holidays, sick days, personal days, or vacation days.
- <u>Scholarship Loan Agreement</u> Apprentices sign a Scholarship Loan Agreement at Orientation and at the beginning of each school year. As per the SLA, Apprentices receive their training without having to pay an actual tuition to METC. However, Apprentices do repay METC for their training by working in the trade for a minimum of 5 years after they graduate to Journeyman status. If an Apprentice leaves the program or a Journeyman leaves the trade without working in the trade for 5 years, then the Apprentice/Journeyman will be required to pay for the expenses incurred to train them.

#### The Jurisdiction

Applicants must thoroughly review the Map of Jurisdiction found on page 8 of this hand out.

## Advancement through the Apprenticeship Program, Wages and Benefits

- Wages for Apprentices are based on a percentage of the Journeyman pay scale.
- Starting wages for new Apprentices are generally 42-45% of Journeyman scale; +/- \$17 per hour.
- For each year of training, Apprentices complete all required OJT hours, complete all required RCT hours, complete all homework assignments, take and pass all tests, submit monthly work reports, complete 12 Service Learning Credits, and if applicable, serve all penalties and/or discipline.
- With the completion of all yearly requirements, METC advances the Apprentices to the next year of training and corresponding pay scale. If the requirements are not complete, Apprentices are not allowed to advance.
- In addition to the hourly wage, Apprentices earn excellent health insurance benefits. The premiums for the health insurance plan are earned on an hourly basis and are paid for by the Electrical Contractors.
- In addition to the hourly wage, Apprentices earn excellent pension/retirement plan benefits. These benefits are earned on an hourly basis and are paid for by the Electrical Contractors.
- Service Learning Credits Program as one of the requirements to advance in training, Apprentices are required to complete 12 Service Credits per year. Apprentices earn Service Credits by volunteering for community events or charities and by participating in NECA and/or IBEW functions. Completion of Service Credits promotes the NECA/IBEW Industry in a positive way. Most activities are worth 2 Service Credits.

### **Map of Jurisdiction**

The jurisdictions of the Illinois Chapter, NECA, Midstate Division; IBEW Local 146; and Midstate Electrical Training Center match geographically. The jurisdiction includes all or part of twelve counties of central Illinois as shown in the map below. Signatory Electrical Contractors and IBEW Local 146 operate in a joint effort to provide electrical construction services to any and all customers within the jurisdiction. As members of this local Union Electrical Construction Industry, Journeyman and Apprentice Electrical Workers are **expected** to commute within the boundaries of this jurisdiction to report to any customer's jobsite as directed by supervision. To report to jobsites and to mandatory related classroom training in Decatur, Apprentices **must maintain** a valid driver's license, a quality **Union/American made vehicle**, and the **right attitude**. The jurisdiction is large. It is possible for an Apprentice to spend 3 hours or more in a day driving from home to the jobsite, from the jobsite to Decatur for class, and finally from Decatur back to home. Although there are no guarantees, the Electrical Contractors and METC try to limit the travel time of an Apprentice.

