North Carolina Community College System
Dr. Jeff A. Cox
President
200 W. Jones St., Raleigh NC 27603

NUMBERED MEMO CC25-087

TO: Members of the State Board of Community Colleges, Chairs of the Community College Boards of Trustees, Community College Presidents, Chief Academic Officers, Chief Admissions Officers, Basic Skills Directors, Business Officers, Continuing Education Officers, Customized Training Directors, Chief Financial Officers, Distance Learning, Financial Aid Officers, Personnel Officers, Student Development Administrators, Public Information Officers, Registrars, & Other Interested Parties

FROM: Jonnell Carpenter, *NCCCS General Counsel*

SUBJECT: Proposed Adoption of 4A SBCCC 100.13 – Pre-Apprenticeship Program Standards

DATE: November 25, 2025

On November 21, 2025, the State Board of Community Colleges (SBCC) initiated the rulemaking process to adopt **4A SBCCC 100.13 – Pre-Apprenticeship Program Standards**. The proposed adoption would formalize Pre-Apprenticeship requirements, ensuring programs prepare participants for registered apprenticeships, link to an existing program , and include both job-based learning and related instruction. The proposed amendment is published on the NC Community College System's website, Numbered Memos - NCCCS (nccommunitycolleges.edu). For your convenience, a copy of the proposed rule, with the adopted language indicated, is attached to this memorandum. Strikethroughs indicate deletions of existing language and underlines indicate additions of language.

Any member of the public has the right to submit written comments on the proposed rule. Please note that any person who submits public comments on behalf of their community college should comply with their college's local process for submitting comments on a proposed rule. **Written comments on the rule must be received by no later than 5:00 p.m. on December 25, 2025**. Any member of the public has the right to request a hearing on the proposed rule. **Requests for a hearing must be received by no later than 5:00 p.m. on December 10, 2025**.

Written comments and requests for hearing shall be directed to the following address: Jonnell Carpenter, 5001 Mail Service Center, Raleigh, NC 27699-5001 or by email to **publiccomments@nccommunitycolleges.edu**. Thank you for your attention to this matter.

CC25-087

Email Copy
Attachment

State Board of Community Colleges Code

Notice of Proposed Rulemaking Form

Date: November 25, 2025

Title, Chapter, Subchapter, and Rule Number of Rule Proposed to be Adopted, Amended, or Repealed	Adoption of 4A SBCCC 100.13 – Pre-Apprenticeship Program Standards

Specify whether the SBCC proposes to amend, adopt, or repeal a rule:	Adopt (new rule)	Amend (change existing rule)	Repeal (delete entire rule)
	X		

Rationale for proposed adoption, amendment, or repeal:	ApprenticeshipNC has been registering Pre-Apprenticeship Programs (PAPs) since 2014 without formal definition or written policy. Informal guidance has emphasized that PAPs are designed to support entry into and success in Registered Apprenticeship Programs (RAPs). Each PAP must be linked to a RAP and include both on-the-job learning and related classroom instruction.

Proposed Effective Date of Rule	February 1, 2026

4A SBCCC 100.13 is proposed for amendment as follows:

State Board of Community Colleges Code
TITLE 4 – APPRENTICESHIPNC

CHAPTER A. GENERAL PROVISIONS

4A SBCCC 100.13 Pre-Apprenticeship Program Standards

A pre-apprenticeship program is a structured training model designed to prepare individuals to enter and succeed in a Registered Apprenticeship Program (RAP). To be recognized by ApprenticeshipNC, a division of the North Carolina Community College System, a pre-apprenticeship program must have a documented partnership with a Registered Apprenticeship participating employer. In addition, pre-apprenticeship sponsors should endeavor to incorporate U.S. Department of Labor (DOL) Employment and Training Administration (ETA)Training and Employment Notice (TEN) 23-23 framework for a quality pre-apprenticeship which include:

(1) Training and curriculum based on industry standards and approved by documented RAP sponsor that will prepare students with the skills and competencies needed to enter one or more RAPs.
(2) Training courses that are aligned to their required high school coursework for the purpose of their pre-apprenticeship program.
(3) Credit or non-credit courses that correspond to a RAP and their required post-secondary coursework.
(4) On-the-Job Learning (OJL) activities beginning at age 16, which may count towards entry into a RAP.
(5) OJL or work-simulation activities, which can count towards entry into a RAP.
(6) Skills gained in career and technical education programs.
(7) An opportunity for students to apply to a RAP while enrolled in high school or after high school graduation.
(8) An opportunity for participants to apply to a RAP before or after they finish the pre-apprenticeship program.
(9) An opportunity for students to begin to participate in a RAP anytime during their post-secondary degree studies.

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(10) Valuable career exposure, career planning, career awareness, mentoring, and support throughout the pre-apprenticeship program from school counselors, teachers, and others within the school system.

(11) Secondary and post-secondary credits that are earned based on dual or concurrent enrollment agreements or articulation agreements established between local school districts, post-secondary institutions, and RAPs, which can help to accelerate both the Related Technical Instruction (RTI)and OJT components of the RAP.

(12) Supportive services for participants including funding for or connections to counseling, mentoring, transportation assistance, childcare, dependent care, rehabilitative services, tools, textbooks, and other types of services necessary for an individual to succeed in pre-apprenticeship programs and RAPs.

(13) Strong recruitment strategies focused on outreach to populations under-represented and underserved in local, State, and national RAPs.

History Note: Authority G.S. 115D-5;
Eff. Adopted. _____

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