

NUMBERED MEMO CC26-006

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: Amendment of 4A SBCCC 100.3 - Definitions

DATE: January 20, 2026

On January 16, 2026, the State Board of Community Colleges (SBCC) voted to amend the State Board Code, **4A SBCCC 100.3 - Definitions**. The amendment adds a definition for “Pre-Apprenticeship Program” to ensure clarity, consistency, and alignment with both state and federal standards governing workforce development and apprenticeships pathways.

The amendment will be effective **February 1, 2026**. At that time, the amended rule will be published on the North Carolina Community College System’s website, [State Board Code – NCCCS \(nccommunitycolleges.edu\)](http://State Board Code – NCCCS (nccommunitycolleges.edu)).

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**State Board of Community Colleges Code
TITLE 4 – APPRENTICESHIPNC**



CHAPTER A. GENERAL PROVISIONS

4A SBCCC 100.3 Definitions

The definitions listed in 29 CFR 29.2 shall apply to terms found in the federal regulations administered by ApprenticeshipNC, as listed in 4A SBCCC 100.1. Other definitions that apply in this Chapter are as follows.

- (a) Director – The Director of ApprenticeshipNC.
- (b) Registration – The recognition by the Director and the recording with ApprenticeshipNC of an apprenticeship, apprenticeship agreement, or an apprentice signifying that the program, agreement, or individual complies with the rules, requirements, criteria, and standards of this Chapter.
- (c) Related Instruction – An organized and systematic form of instruction designed to provide the apprentice or trainee with knowledge of the theoretical and technical subjects related to their trade or occupation. Such instruction may be given in a classroom, through occupational or industrial courses, by correspondence courses, through electronic media, or through other forms of self-study.
- (d) Revision – Any substantive modification or change of the program standards of apprenticeship (including an affirmative action plan and a written description of the selection procedure) or of an apprenticeship agreement.
- (e) Standards – The program standards of apprenticeship as set forth in 29 CFR 29.5.
- (f) Technical Assistance – Guidance provided by ApprenticeshipNC staff in the development, revision, amendment, or processing of a potential or current program sponsor's Standards of Apprenticeship, Apprenticeship Agreements, or advice or consultation with a program sponsor to further compliance with this Chapter or guidance from ApprenticeshipNC on how to remedy nonconformity with this Chapter.
- (g) Pre-Apprenticeship Program – A training model designed to assist individuals who do not currently possess the minimum requirements for selection into an

apprenticeship program, to meet the minimum selection criteria established in a program sponsor's apprenticeship standards as required under applicable federal regulations, and which maintains at least one documented partnership with a Registered Apprenticeship program. It involves a form of structured workplace education and training in which an employer, employer group, industry association, labor union, community-based organization, or educational institution collaborates to provide formal instruction that will introduce participants to the competencies, skills, and materials used in one or more apprenticeable occupations.

History Note: Authority G.S. 115D-11.6; 115D-11.7; 115D-11.8

Eff. September 1, 2021.

Amend Eff. February 1, 2026;