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| OFFICE OF APPRENTICESHIP  BULLETIN | **NO.**  2025-160 |
| **DATE**  August 19, 2025 |

**TO:** NATIONAL APPRENTICESHIP SYSTEM STAKEHOLDERS

OFFICE OF APPRENTICESHIP STAFF

STATE APPRENTICESHIP AGENCIES

**FROM:** MEGAN BAIRD /s/

Acting Administrator, Office of Apprenticeship

**SUBJECT:** National Guidelines for Apprenticeship Standards for

Collision Engineering Career Alliance

1. **Purpose.** To inform the staff of OA, State Apprenticeship Agencies (SAA), Registered Apprenticeship program sponsors and other Registered Apprenticeship partners of the approval of the new National Guidelines for Apprenticeship Standards for Collision Engineering Career Alliance.
2. **Action Requested.** The OA staff should familiarize themselves with this bulletin. A copy of the National Guidelines for Apprenticeship Standards and the Work Process Schedule and Related Instruction Outlines are attached.
3. **Summary and Background.**
   1. Summary – These new National Guidelines for Apprenticeship Standards, were submitted by John Helterbrand, National Program Director, on behalf of Collision Engineering Career Alliance., was processed by Stephen Sage and approved by the OA Acting Administrator on August 18, 2025.
   2. Background –

***NGS Background -*** National Guidelines for Apprenticeship Standards (NGS) are a template of high-quality apprenticeship program standards submitted by a labor union, trade or industry association, employer, workforce intermediary, education provider, or other organizations with national scope; these apprenticeship standards may be certified by OA in instances where they are (1) found suitable for adoption or adaptation by State or local affiliates of the submitting organization, and (2) fully satisfy the regulatory requirements set forth at 29 CFR Parts 29 and 30 and any sub-regulatory guidance issued thereunder. NGS that receive certification by OA may be registered subsequently on a local basis by the applicable Registration Agency (either by an OA State Office or by a State Apprenticeship Agency (SAA)) within a particular State or jurisdiction where a program adopting the NGS standards is situated. A local affiliate or sponsoring employer that adopts a set of NGS standards may elect to implement those program standards without modification in registering the program on the State or local level, or it may customize the NGS standards to meet State-specific criteria.

1. **New National Guidelines for Apprenticeship Standards.** These new National Guidelines for Apprenticeship Standards for Collision Engineering Career Alliance, are a model for developing local apprenticeship programs with OA or SAA for the following occupation:

COLLISION ENGINEERING TECHNICIAN

(EXISTING TITLE: AUTOMOBILE BODY REPAIRER)

O\*NET-SOC CODE: 49-2031.00

RAPIDS CODE: 0024

Type of Training: Time-Based

1. **Inquiries.** If you have any questions please contact Marc DeCoster, Multi-State Navigator, Region V, Office of Apprenticeship at 313-771-6342 or [Decoster.Marc.L@dol.gov](mailto:Decoster.Marc.L@dol.gov).
2. **Attachments.**

