

**APPRENTICE REASONS CODES**

AR Apprentice Request  
 ER Employer Recommendation  
 EL Extend Leave of Absence  
 EX Exceptional Cancellation  
 FA Failure to Appear before JATC/TATC  
 FC Failure to Communicate  
 FM Failure to Maintain Employment  
 FP Failure to Progress  
 FR Failure to Respond to Committee  
 FS Failure to Submit Progress Reports  
 GS Good Standing  
 IM Improperly Completed Progress Reports  
 LR Late Progress Reports  
 LT Left Trade (not working in trade)  
 LV Leave of Absence  
 MM Missing Monthly Progress Reports  
 NA Non-Approved Training Agent  
 OT Other – Requires Reason Text Entry  
 PR Probationary Apprentice  
 RA Related Training Attendance  
 RG Related Training Grades  
 RH Insufficient Related Training Hours  
 RT Referred to and Exam or Test  
 RV Reviewed – No Action  
 SH Insufficient OJT Hours  
 TR Transfer to another Program  
 UP Unsatisfactory Performance

**BOLI ACTIONS or STATUS CODES**

Need final OJT & RT hours  
 A New Apprentice/Active Apprentice:  
 (S- Select)  
 C Completion of Apprenticeship Program  
 CX Completion of Apprenticeship/No license  
 (Sign Hangers only)  
 D Deceased: Cancellation or Completion  
 E Exam License Referral-Licensed Trades  
 (Sign Hangers only)  
 G Graduated from Youth Apprenticeship  
 H Hold  
 HN Hold w/Notice to Appear  
 P Proposed Cancellation  
 (PCancel)  
 PD Disciplinary Probation  
 (Corrective Action)  
 M Moved to another Program  
 N Notice to Appear  
 (Citation)  
 R Rerate  
 RV Reviewed – No Action Taken  
 S Suspended Agreement  
 (Leave of Absence or Disciplinary –  
 Corrective Action)  
 T Termination or Cancellation  
 (Cancel new)(Cancel-Vol)  
 TP Probationary Termination  
 (Cancel-Prob: No Codes listed)  
 TT Transfer to another Program  
 (Cancel-Vol)  
 U Un-suspend

**TRAINING AGENT CODES**

All letters in Word Docs.

A Failure to Appear Before JATC/TATC  
 B No longer in business  
 C Failure to respond to JATC/TATC  
 D Committee/Standards dissolved by  
 OSATC  
 M Failure to sign MPRS  
 OT Other – Requires Reason Text Entry  
 P Violation of committee policy  
 (Failure to comply with CITT policy)  
 R Failure to respond/submit Wage Survey  
 S Failure to supervise/ration issues  
 T Training Agent Request  
 (Cancel-Vol)  
 W Improper wage rate paid