

A woman with a long brown braid, wearing a dark red top with white polka dots, is seen from behind, sitting in a meeting. In the background, two men are seated at a table, one in a blue sweater and one in a grey suit, both looking towards the woman. The setting is a bright, modern office.

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APPRENTICESHIP FOR EMPLOYERS

FOR EMPLOYERS

BEFORE APPRENTICESHIP

Apprenticeship training is always based on employment, so it is best to thoroughly negotiate details concerning pay, working times etc. so that they are tentatively ready before contacting the apprenticeship office.

You can also train yourself by apprenticeship while working as an entrepreneur. In this case you can yourself choose an entrepreneur colleague or another mentor to support you during your apprenticeship.

Requirements for an apprenticeship employment contract

- the employment must be full-time (at least an average of 25 hours a week)
- the student's work tasks must be according to the goals of the qualification
- a vocational competent workplace instructor must be appointed for the student at the workplace
- both must be committed to the training goals and participation
- an apprenticeship contract cannot be signed during maternity leave, parental leave, job alternation leave etc.

Preliminary information and assessment

Fill in your details here for an apprenticeship:

<https://oppisopimus.sedu.fi/yleiset/esitietoryhmat.aspx>

You can do an apprenticeship assessment here:

<https://study.sopimuspro.fi/Kayttaja/Kirjautu?ReturnUrl=%2F>

For the workplace instructor

Dear workplace instructor, you have been offered a challenging and rewarding task. You are involved in developing the skills of your workplace personnel. Apprenticeship is co-operation, and as an instructor you enable and organise workplace learning. At the same time knowledge moves in all directions, and apprenticeship benefits the employer, the employee and you yourself.

You can find lots of useful information: <https://ohjaan.fi/en/home/>



Financial benefits employers

Sedu pays the employer training compensation during the apprenticeship. The size of the training compensation depends on the level of qualification being performed and other training expenses.

Training compensation on upper secondary qualifications is usually 120 €/month.

On vocational qualifications

training compensation is on 40 €/month

On specialist vocational qualifications (only in recruitment situations) 20 €/month

For entrepreneurs' mentors 50 €/month

TE-Office decides salary support

The employer has the possibility to apply for salary support



for the apprentice's wages, if the apprenticeship hires an unemployed work applicant. TE-Office requires that the work applicant has a training plan. Salary support cannot be granted if the employer has unsettled tax debts or other employer obligations. Salary support is 30-50% of wages depending on the length of unemployment proceeding the

apprenticeship.

The employer applies for salary support. Salary support is always decided by the local TE-Office. 10 weekdays should be allowed for handling the salary support decision.

Seinäjoki TE-Office is at Valtionkatu 1 (Travel Centre), tel. 0295 046 510 (employer-customers).

For the entrepreneur

Entrepreneurs can also strengthen their own vocational skills and network with the help of apprenticeship training. The goal of the training can be any vocational upper secondary, vocational or specialist vocational qualification that is applicable to the entrepreneur's job description and work tasks. Possibilities include qualifications that support entrepreneurship and business leadership to different sector vocational development.

An entrepreneur's apprenticeship is based on a written contract between the educational institution and the entrepreneur. In other words, it is not based on a contract of employment as in normal apprenticeship training.

Entrepreneur apprenticeship training requires that a vocationally skilled workplace instructor/mentor is found. Usually the entrepreneur finds an entrepreneur colleague or other experienced leader as a mentor.

Someone starting as an instructor/mentor is paid training compensation of 50 €/month for the expenses incurred in instructing and advising the entrepreneur. Training compensation is taxable income.

Training compensation is not paid to the studying entrepreneur's own company, even if a workplace trainer would be found in their own company, for example during generation changes.

Expenses

An entrepreneur's apprenticeship theoretical training is generally free of charge. In some cases, a personal charge must be agreed, depending on the price of desired training.

The entrepreneur is entitled to the same social benefits for students than those studying as employees for the training days held at the educational institution.

Employer's commitments

- *The employer commits that an apprentice is always in fulltime (at least an average of 25 hours a week) employment with the employer.*
- *the work tasks are sufficiently varied according to the goals*
- *an experienced instructor from the personnel is appointed for the student. In practice the workplace instructor is responsible for the student's instruction and induction at the workplace.*
- *The organisation of paid job rotation, if the work tasks at the workplace are not sufficient to perform the qualification*
- *enables participation in theoretical studies if they are included in the apprenticeship*
- *participation in workplace learning and/or competence demonstration assessments.*

Contact us and ask more:

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