

INSTITUTE FOR AMERICAN APPRENTICESHIPS AT VERMONT HITEC

Creating successful careers for:

*Certified Medical Coders
Certified Medical Assistants
Certified Pharmacy Technicians
Certified Phlebotomy Technicians
Registration and Admissions Specialists
EHR Data Abstractors
EHR Go-Live Support Specialists
Computer Numeric-Controlled Machinists
Technical Documentation Writers
Software Support Specialists
Software Interface Analysts*

About Us

The Institute for American Apprenticeships (IAA) at Vermont HITEC is a 501(c)(3) non-profit organization with a mission to recruit, educate, and apprentice unemployed and underemployed Vermont and New Hampshire residents in the fields of healthcare, information technology, advanced manufacturing, and business services.

The IAA, through its education and registered apprenticeship programs, has directly placed over 1300 successful graduates into full-time positions with its employer-partners, such as Allscripts, UVM Medical Center, Husky Injection Molding Systems, Vermont Information Processing, Triad Design Service, GE Healthcare, Dealer.com, Precyse Solutions (now nThrive), Hypertherm, Timken Aerospace, Vermont Precision Tools, Dartmouth-Hitchcock, and Clara Martin Center.

Our Programs

Key features of IAA programs include:

- No-cost career training in an 8-10 week program (including books, laptops and supplies)
- Immediate guaranteed employment in a viable industry upon successful completion
- Potential for college credits upon successful completion (average 24 to 30)
- Stepped-up wage agreements through enrollment in a Registered Apprenticeship
- One year of continued On-the-Job Training with staff mentors
- Ongoing mentoring from IAA staff throughout training and Apprenticeship
- Potential for additional 39 college credits by the end of the one year Apprenticeship
- No prior education or experience required

How to Apply

IAA programs are offered upon employer sponsorship of job openings. Once a program is announced, details and an online application will be available on our website:

Step 1: Apply online at www.vthitec.org

Step 2: Attend a mandatory Orientation session to learn more about the program, position and employer

Step 3: Participate in aptitude assessments (no prior industry knowledge required)

Step 4: Interview with program staff and instructors

Step 5: Interview with sponsoring employer-partner

Step 6: Program Enrollment for selected students

