



Apprentice Travel Stipend Information

Travel stipends are made available for apprentices who reside 80 miles or more from their designated training facility. These funds are intended to supplement the cost of travel.

How do I apply for a travel stipend?

1. Complete the Apprentice Travel Stipend Application.
2. Attach proof of residence that is dated within 60 days of the class start date.
 - o **Students name must be listed on the proof**
 - o **The only proof of residence that will be accepted is:**
 - ❖ One (1) Utility Bill, Land-line Phone Bill, Cable or Satellite TV Bill, Home Internet Service Statement/Bill, Car Insurance Statement/Bill, Home Rental/Lease Agreement, Home Mortgage Statement/Bill

- OR -

 - ❖ Copy of Driver's License or State Issued ID **and one of the following:**
 - Current Pay Stub or Unemployment Insurance Statement/Letter or Mobile Phone Statement/Bill (The address on both forms of proof must match the address on file with WECA)
3. Submit the application (within 30 days of semester completion) to WECA
 - ❖ By mail or hand-delivery:
3695 Bleckely St
Rancho Cordova, CA 95655
(877) 444-9322
 - ❖ By fax: (916) 452-7011
 - ❖ By email: apregistrar@goweca.com

****Applications must be received complete, with acceptable proof of residence, within 30 days of semester completion or your application will be denied – no exceptions. Any proof of residence using a P.O. Box number will not be accepted.***

Once your completed application is received, it will be either approved or denied.

One or more of the following will result in your application being denied:

- Mileage is less than 80 miles from your designated training facility. (WECA uses Rand McNally to calculate mileage. If the Apprentice lives just under the 80 mile limit using Rand McNally WECA will check the mileage on MapQuest and, if necessary, on Google Maps.)
- You did not complete make-up time for an absence in the semester for which you are applying.
- Your name is not listed on your proof of residence.
- The proof of residence is dated more than 60 days prior to the start of class.
- The proof of residence is not acceptable (see list of acceptable proof above).
- You failed the semester for which you are applying.

Frequently Asked Questions

- Q. Is the travel stipend guaranteed for every semester throughout my apprenticeship?**
A. No. The availability of travel stipends are determined based on the budget that is approved by the WECA Board of Directors each fiscal year.
- Q. How long will it take for me to get my check after my application has been approved?**
A. The travel stipend will be paid to each qualifying student within 30 days from the receipt of the application or the last day of class, whichever comes last. The stipend check will be mailed to the address on file with WECA.
- Q. Do I have to claim the money received from stipends as income when I file my taxes?**
A. If you receive \$600.00 or more in stipends during a calendar year, it will be reported to the IRS as income. WECA will send you an IRS Form 1099-Misc each year around the same time that you receive W-2s from your employer(s).
- Q. How much is the travel stipend?**
A. The current travel stipend amount varies by designated training facility and is based on a percentage of the average cost to travel for class. **Through December 31, 2016**, the Sacramento Region Training Facility travel stipend is \$435, the San Diego Training Facility travel stipend is \$610 and the Riverside Training Facility travel stipend is \$485. **Starting January 1, 2017**, the Sacramento Region Training Facility travel stipend is \$490, the San Diego Training Facility travel stipend is \$550 and the Riverside Training Facility travel stipend is \$545. For instances where an absence from class occurred, 90% of the stipend amount for your designated training facility will be paid, but only if you completed make-up time for the absence.