Medical Assistant Registered Apprenticeship Program (MARAP)

PARTICIPANT CHECKLIST & TIMELINE

- July
  - Create login to MARAP portal [https://marap.westmiworks.org/](https://marap.westmiworks.org/)
  - Watch the video series and answer review questions
  - Complete and submit the Application of Interest
  - Receive career coach assignment
  - Complete Career Preparation (complete in any order, at your own pace)
    - Pure Michigan Talent Connect account
    - Resume
    - Cover letter
    - References
    - WorkReady! assessment
    - Typing proficiency
    - Computer literacy
  - WorkKeys or Accuplacer Assessment
    - Register to take assessment (if applicable)
    - Upload results
  - Contact your career coach
  - Wedge simulated job interview

- August
  - Apply to participating employer of choice [last day to apply: Sept 20]

- September
  - Employer Selection Process
    - Sept 25 - Oct 25
  - Accept employment offer

- October
  - Career coach meeting/complete funding application paperwork

- November
  - Program begins
    - GRCC Jan 6
    - MCC Jan 13

- January 2020
  - Attend orientation
    - GRCC Jan 3
    - MCC Jan 8

West Michigan Works! is a division of ACSET, an equal opportunity employer/program and a proud partner of the American Job Center network. Auxiliary aids and services are available upon request to individuals with disabilities. West Michigan Works! is supported by state and federal funds; more details at westmiworks.org/about/.