

GENERAL INFORMATION ABOUT APPRENTICESHIPS

Students basically have six main choices after finishing their post-secondary education:

1. Entering a program at a university (public or private)
2. Entering a program at a college (public or private)
3. Entering an apprenticeship
4. Entering the military (further education this way)
5. Entering the workforce
6. Taking a “gap year”

This section will give general information about **apprenticeships**. Apprenticeships provide students with an opportunity to blend (paid) practical work experience, learning on the job and formal post-secondary training opportunities.

The following information on apprenticeships is from a presentation by Ministry personnel.

- There are 4 basic trade sectors associated with apprenticeships in Ontario:
 - a) Industrial / Manufacturing
 - b) Motive Power
 - c) Service
 - d) Construction
- Apprenticeship training is hand-on, learn-on-the-job, get-paid-while-you-work training
- Some aspect of “trade school” is attached to every trade, although in different formats
- 90% of the job is training under the direction of a qualified mentor
- 10% of the job is theory (school) – some of this can now be done on-line
- Certifications are available for all levels of apprenticeship
- 20+ trades have a “red seal” of distinction attached to them
- Two acts in the Ministry of Training, Colleges & Universities govern apprenticeships:
 1. Trades & Qualifications Act (for *hours-based* trades, ie: construction)
 2. Apprenticeship & Certification Act (*competency-based*, not hours-based, although accumulated hours are a component and still have to write an exam at the end)

Requirements to be an apprentice:

1. Must be at least 16
 2. Have OSSD or equivalent (for most – grade 10 for construction trades). Both a GED or ACE (Academic & Career Entrance) certificate is recognized as equivalent to an OSSD.
 3. Provide proof of meeting education requirements
- Many would-be apprentices have to write aptitude tests in their workplace

Process:

1. Find an employer to hire and train you
 2. Contact MTCU to formally register. MTCU will meet with the employers.
 3. An Employment & Training Consultant will meet with you to sign a training agreement
- You can ask for a copy of the curriculum for certain trades to see what you will have to do in the school portion
- The school portion may be held on-line, at a local college or away
- When you go to the school portion, you are considered a student of that college for that portion of time
- Apprentices with IEP's must self-identify within the college system to get support services
- Apprentices who need to upgrade literacy / numeracy are urged to contact their local literacy program
- It is important to note that employers can set the standards for who they will or won't hire
- Many are looking at decent grades, or want 1 year of college foundation experience
- These requirements are not Ministry standards, but employers' standards before they will agree to hire you (which you will have to comply with in order to start your apprenticeship hours)

- Sometimes, it is advantageous to try and get a part-time job with that company (the one you wish to be the apprentice of) so the employer gets a good idea of the type of worker you are
- An employer must be able to provide you with the proper training and equipment
- There are certain ratios for registration. The MTCU will check on how many apprentices are allowed to be within one company
- The employer must allow you time off to go to school to complete the trade school requirements
- Employers must meet all the requirements to qualify as being able to take apprentices. In a compulsory trade, the employer must have a qualified license.
- It is the responsibility of the apprentice to keep in contact with the consultant at MTCU, especially if any changes or special circumstances occur
- All apprentices must:
 - Follow the instructions of the employer (bearing in mind health & safety)
 - Be willing to learn
 - Attend the school portion
 - Maintain a record of their competencies
 - Notify MTCU of any changes to the training agreement. The MTCU consultant can meet with the apprentice – all cases are handled individually (so circumstances may be taken into consideration)
- There is a fee to register as an apprentice
- If you need to go out of town for the school portion, you can get a bit of an allowance for mileage and living expenses
- There is usually an exam fee
- If you are unsuccessful on the exam, you must meet with your MTCU counsellor to determine future actions / and rewrites
- It is very important that future apprentices possess decent literacy skills and know how to do multiple choice exams (understand what the question is asking)
- At the end of the apprenticeship period, you get a certificate of apprenticeship
- If you pass the exam, you can become a licensed journeyman
- The “red seal” (if applicable) gives you mobility to work nationally and is nationally recognized

- Apprenticeships are provincially governed, so the rules of apprenticeship may change from province to province+

- There are financial incentives to help those considering apprenticeships
 1. Loans for Tools
 2. Apprenticeship Scholarships
 3. Classroom training subsidies and supports

- There are grants (federal incentives) for completing the different apprenticeship levels

- There are also programs to give employers tax credits and signing bonuses for taking apprentices

Students who know that they are going into apprenticeships and who are currently employed in a trades field may be eligible to enroll in the OYAP – Ontario Youth Apprenticeship Program – and start earning their employment hours while they are still in high school.

See your Guidance Counsellor and Co-op Teachers for more information.