



# Apprenticeship in Ontario

**Employment and Training Division  
Ministry of Training, Colleges and Universities**

**Lisa Heffern  
Employment & Training Consultant**

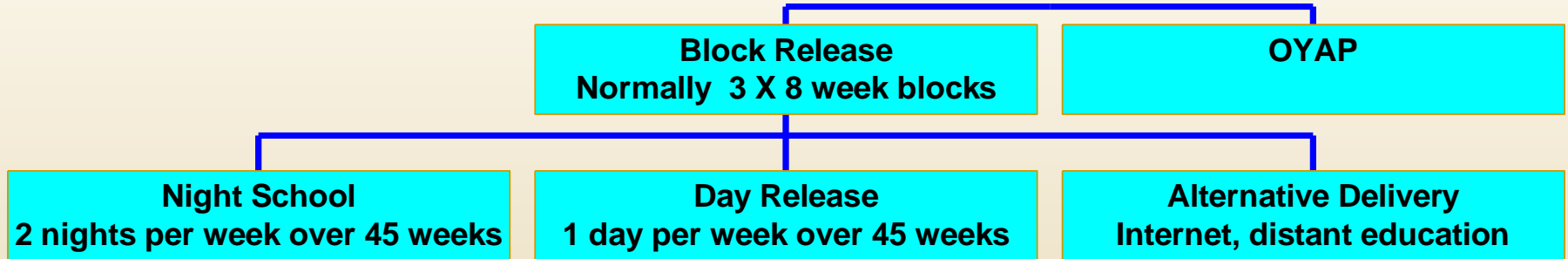
# What is apprenticeship training?

Apprenticeship is a **hands-on** training program designed for people who want to work in a skilled trade and enjoy **learning by doing**

- ninety per cent **(90%)** is on-the-job training under the direction of a qualified person, referred to as a journeyperson
- the remaining ten per cent **(10%)** involves in-school training, known as the theory behind the trade to support the practical on-the-job training component
- Apprenticeships vary between **1 – 5** years in duration

# Delivery Formats for In-School Training

Colleges must apply to MTCU to deliver programs and in which format it will be delivered. Not all colleges offer every program in every format



# What is a Skilled trade?

- An occupation that requires a specific skill or set of skills.
- Over 150 occupations and careers in the trades exist in 4 major sectors:
  - CONSTRUCTION
  - SERVICE
  - INDUSTRIAL
  - MOTIVE POWER

# Skilled Trades

- Trades can either be Compulsory or Voluntary.
- By law, only registered apprentices and certified journeypersons can work in “compulsory” trades.
- Apprenticeship training and certification is encouraged but not required by law in “voluntary” trades.

# What is a Skilled trade?

- 156 Apprenticable Trades
- 22 Trades are Compulsory
- 47 Trades are Red Seal

# Why is apprenticeship important for Ontario?

In this time of economic turmoil, industry is having to retool in order to remain viable into the future.

Skilled workers are involved in almost every aspect of Ontario's economy and they're in high demand in Ontario's rapidly changing workforce.

Industry is developing new technologies that will require highly educated skilled workers. In order to ensure that businesses have a consistent supply of highly skilled workers now and in the future apprentices are a key way to fulfill this.

## **Apprenticeship Training can:**

- **Increase competitiveness and improve the quality of your services and finished products**
- **Improve the skills of your workforce and improve productivity**
- **Reduce turnover and increase employee loyalty**
- **Plan for the future**

## **Apprenticeship Training Facts:**

- Ninety-three per cent of the employers with apprentices are small businesses.
- On average, an employer gets a return of \$1.47 on every \$1 invested in training an apprentice. (Canadian Apprenticeship Forum study, 2009).

# Who can become an apprentice?

## An individual must:

- be 16 years of age or older
- be in the Ontario Youth Apprenticeship (OYAP) program



## How to become an apprentice

1

Find an **sponsor**  
to train you.

2

Contact the local **Ministry of Training  
Apprenticeship Office** to register

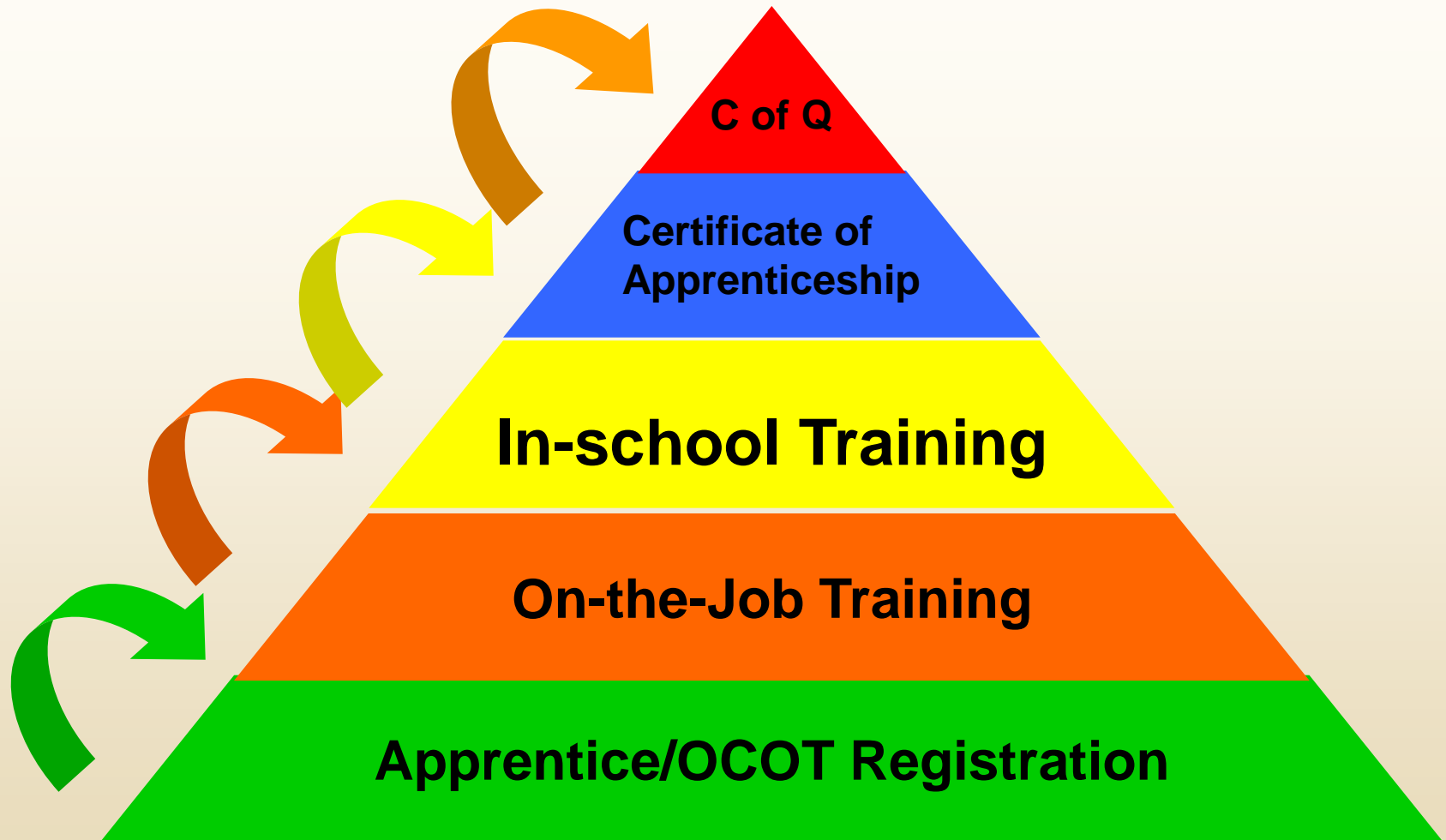
3

A **Training Consultant** will arrange with you  
and your sponsor to sign  
a “**registered training agreement**”

4

Contact **Ontario College of Trades**  
to pay membership fee

# Certification Process



# What is the cost to the apprentice?

## The cost to an apprentice includes:

- OCOT Yearly Membership Fee: \$60 + hst
- Classroom fees: they will vary, but generally for an eight-week block of instruction (240 hours) the fee is \$400. There are normally 3 eight-week blocks required during an apprenticeship
- an examination fee: \$150 + hst

# The benefits of Apprenticeship

- Earn while you learn
- Receive a Certificate of Apprenticeship and Certificate of Qualification recognized across Canada
- Training is provided in a modern, up-to-date work setting
- Access to well paying jobs in a high demand market
- Entrepreneurial opportunities

# Paths to apprenticeship?

The Ministry of Training, Colleges and Universities (MTCU) offers several programs for individuals interested in apprenticeships.

- Ontario Youth Apprenticeship Program (OYAP)
- Co-op Diploma Program (Co-op)
- Pre-apprenticeship Training Program (Pre-app)

# What is the Ontario College of Trades?

- As a result of recommendations made to government, the Ontario College of Trades and Apprenticeship Act (OCTAA) was made law in 2009 and established the Ontario College of Trades.
- On April 8, 2013, the Ontario College of Trades opened its doors to provide services to its members.
- The Trades Qualification and Apprenticeship Act (TQAA) and the Apprenticeship and Certification Act (ACA) were both repealed.
- The College is an industry-driven organization that will give industry a greater role in governance, certification and training in the trades.
- The College is responsible for all activities related to the certification and regulation of journeypersons.

# What is the Ontario College of Trades Role in Apprenticeship?

The College is responsible for:


- Registration of its members
- Certification of Journeypersons
- Governance of its members (including journeypersons and apprentices)
- Establishing an apprenticeship program, including the development of the documents related to the trade (training standards, curriculum standards, exemption tests, and certificate of qualification exams).

# OCOT Membership

All apprentices are required to become members of OCOT. If apprentices do not become members within the required time period, their training agreement will be cancelled (notification will be sent to the apprentice and the sponsor.)

All journeypersons in a compulsory trade will be required to be a member in good standing in the journeyperson class in order to work in the trade.





# Benefits and Financial Incentives for Employers/Sponsors

# What financial incentives are available to employers/sponsors?

---

- Apprenticeship Training Tax Credit (ATTC) – Provincial

<http://www.fin.gov.on.ca/en/credit/attc/>

Tax credit up to \$10,000 per year, to hire and train an apprentice in certain skilled trades. The maximum credit amount is \$40,000 over a 48-month period.

- Apprenticeship Job Creation Tax Credit – Federal

<http://www.cra-arc.gc.ca/tx/ndvdl/tpcs/ncm-tx/rtrn/cmpltng/ddctns/Ins409-485/412/jctc-eng.html>

The AJCTC is a non-refundable tax credit equal to 10% of the eligible salaries and wages payable to eligible apprentices. The maximum credit an employer can claim is \$2,000 per year for each eligible apprentice.

- **Co-operative Education Tax Credit – Federal**

<http://www.fin.gov.on.ca/en/credit/cetc/>

The Co-operative Education Tax Credit is a refundable tax credit. The tax credit is based on salaries and wages paid to a student in a co-operative education work placement. It is available to employers who hire students enrolled in a co-operative education program at an Ontario university or college. Corporations can claim 25 per cent of eligible expenditures (30 per cent for small businesses). The maximum credit for each work placement is \$3,000.

- **Apprenticeship Completion Bonus for Employers – Provincial**

[http://www.tcu.gov.on.ca/eng/employmentontario/employers/appr\\_completion.html](http://www.tcu.gov.on.ca/eng/employmentontario/employers/appr_completion.html)

Employers are eligible to receive a \$1000 Apprenticeship Completion Employer Bonus for each apprentice they hire, train and completes his or her apprenticeship training - receiving a Certificate of Apprenticeship and where, applicable, a Certificate of Qualification

- **Tradesperson Tool Deduction – Federal**

<http://www.cra-arc.gc.ca/trades/>

If you are an employed tradesperson, you may be able to deduct up to \$500 of the cost of eligible tools you purchased

# Canada-Ontario Job Grant

Canada-Ontario Job Grant provides an opportunity for employers to invest in their workforce, with help from the government.

The Job Grant will provide direct financial support to individual employers who wish to purchase training for their employees. It will be available to small, medium and large businesses with a plan to deliver short-term training to existing and new employees, and will:

- Provide up to \$10,000 in government support per person for training costs.
- Require employers to contribute one-third of the total costs. There will be additional flexibility for small businesses to provide an in-kind contribution towards their share of the costs.
- Require training to be delivered by an eligible, third-party trainer.

**If you're an employer with a particular skills demand, the Canada-Ontario Job Grant might be right for you.**

<http://www.tcu.gov.on.ca/eng/eopg/cojg/index.html>

# Additional Resources

<http://www.tcu.gov.on.ca/eng/employmentontario/training/>

[http://www.tcu.gov.on.ca/eng/eopg/publications/apprentice\\_train\\_guide.pdf](http://www.tcu.gov.on.ca/eng/eopg/publications/apprentice_train_guide.pdf)

[http://www.saskapprenticeship.ca/wp-content/uploads/2012/05/Employertoolkit\\_11.pdf](http://www.saskapprenticeship.ca/wp-content/uploads/2012/05/Employertoolkit_11.pdf)

<http://caf-fca.org/>

<http://www.tcu.gov.on.ca/eng/eopg/cojg/index.html>

# Your Local Service Providers

---

## **YMCA Sudbury**

10 Elm St, Unit 112

Sudbury, ON P3C 5N3

Telephone: 705-675-5627

Email: [\[info@sudbury.ymca.ca\]\(mailto:info@sudbury.ymca.ca\)](mailto:employment</a></p></div><div data-bbox=)

## **Sudbury Vocation Resource Centre**

124 Cedar Street, 3rd Floor

Sudbury, ON P3E 1B4

705-671-2544

Telephone: 705-671-2544

Toll Free: 1-866-593-7771

Email: [svrc@svrc.on.ca](mailto:svrc@svrc.on.ca)

## **Employment Options**

4764-21 Regional Road 15

Chelmsford, ON P0M 1L0

Telephone: 705-855-1JOB(1562)

Toll Free: 1-800-361-6673 ext 7700

Email: [connexionemploi@boreal.on.ca](mailto:connexionemploi@boreal.on.ca)

## **Employment Options**

Val East Mall

3140-14 Highway 69 N

Val Caron, ON P3N 1G3

Telephone: 705-897-5627

Toll Free: 1-877-295-5627

Email: [employmentoptions@boreal.on.ca](mailto:employmentoptions@boreal.on.ca)

# Your Local Service Providers

---

## **Employment Options**

91 Tudhope Street - Suite 101

Espanola, ON P5E 1S6

Telephone: 705-869-4113

Toll Free: 1-866-703-5627

Email: [espanola@cambriancollege.ca](mailto:espanola@cambriancollege.ca)

## **Gezhtoojig Employment and Training**

117 Elm Street, Unit 102

Sudbury, ON P3C 1T3

Telephone: 705-524-6772

Toll-Free: 1-800-361-9256

Email: [debbier@gezhtoojig.ca](mailto:debbier@gezhtoojig.ca)

# Your Local Apprenticeship Office

---

## **Ministry of Training, Colleges and Universities**

159 Cedar St – Suite 506

Sudbury, ON P3E 6A5

Tel: (705) 564-3031

Fax: (705) 564-3033

Toll free: 1-800-603-5999



# Questions ?

