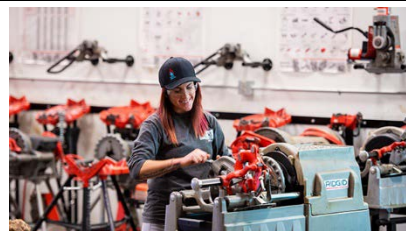


HOW APPRENTICESHIP WORKS

Apprenticeship is a work-based training program in a skilled trade that provides access to well-paying jobs that demand a high level of skill, judgement and creativity. Apprentices get paid while gaining work experience, and wages increase with level of skill. For most trades, you work for a year and then complete 8 to 10 weeks in class. It usually takes between 2 to 5 years to complete an apprenticeship. In fact, it's estimated that by 2025, 40 percent of all occupations will be in skilled trades



WHAT ARE ALL THE TYPES OF TRADES?

There are over 140 trades in Ontario in four sectors: construction, industrial, motive power and service. To get a complete list with descriptions on each trade go to: [Trades in Ontario](http://www.collegeoftrades.ca/trades-in-ontario) (www.collegeoftrades.ca/trades-in-ontario)

STEPS TO BECOMING AN APPRENTICE

1. **EXPLORE YOUR OPTIONS** - Do your research about the trade, work conditions, wages and the market conditions
2. **FIND A SPONSOR (EMPLOYER)** - find an employer to sign you on as an apprentice.
3. **SIGN TRAINING AGREEMENT** – You and your employer need to sign a Registered Training Agreement (RTA) with the Ministry of Training, Colleges and Universities (MTCU) for you to be an apprentice.
4. **BECOME A MEMBER** - After signing your RTA, you'll have 90 days to become a member of the Ontario College of Trades [Become a Member](http://www.collegeoftrades.ca/membership/become-a-member) www.collegeoftrades.ca/membership/become-a-member
5. **COMPLETE YOUR TRAINING** - Make sure to complete your required on-the-job and in-class hours set out in your Apprenticeship Training Standard provided by the Ontario College of Trades. Every 2000-3000 hours you must attend 8-10 week in class training (Level I, Level II, Level III). You MUST have a letter sent by the Ministry offering you training in order to register for in class
6. **APPLY FOR GRANTS & LOANS FOR APPRENTICES** - While you're an apprentice, you may be eligible for federal or provincial grants and loans. [Support for Apprentices](http://www.canada.ca/en/employment-social-development/services/apprentices.html) (www.canada.ca/en/employment-social-development/services/apprentices.html)



7. **GET YOUR C OF Q** - Once you accumulate 6000-9000 hours (depending on trade) and have completed Level I, II, III of in class training you are eligible to write the certification exam/C of Q (Certificate of Qualification aka Red Seal). If you pass your C of Q you will have your license (ticket) for your specific trade. The College has resources to help you prep. [College of Trades](http://www.collegeoftrades.ca) (www.collegeoftrades.ca)

PRE-APPRENTICESHIP PROGRAMS

Provide training for a specific trade to prepare for apprenticeship and make you more appealing to employers. They offer introductory theoretical and practical training. Hours spent in pre-apprenticeship training can be credited towards the overall apprenticeship training if the individual decides to sign on as an apprentice.

Pre Apprentice Programs (www.tcu.gov.on.ca/eng/apprentices/pre_apprent.html)



FULL-TIME CERTIFICATE PROGRAMS



Many colleges offer Certificate and Diploma programs related to skilled trades which can take between 1 to 3 years to complete. Most programs include practical hands-on training and may include a workplace component. A college graduate in a skilled trade area may be successful in marketing themselves to an employer willing to register their self as an apprentice.

UNION OR INDUSTRY APPROVED TRAINING

Some unions or trade associations run their own training centres and hold Contracts of Apprenticeship with the apprentice rather than the employer. Intake can be selective and may take place only at certain points in the calendar year. Links to unions and trade associations can be found at:

Trade Associations

(www.apprenticesearch.com/resources/trade-associations-links)

Unions and Associations

(www.apprenticesearch.com/resources/unions-and-associations-links)



HOW TO FIND A SPONSOR/EMPLOYER



- Search for apprentice on these sites: **Job Bank** (www.jobbank.gc.ca) **Apprenticeship Search** (www.apprenticesearch.com) **GTA Skilled Trades** (www.gtaskilledtrades.ca) **Wowjobs** (www.wowjobs.ca) **Indeed** (www.indeed.ca) **Kijiji** (www.kijiji.ca) **Google** www.google.ca
- Employment Ontario (EO) may assist with matching apprentices to sponsors
- Some unions and trade associations may have resources to match apprentices to sponsors
- Research local companies specialized in skilled trades or check out Scott's Directory (see library or a career advisor for assistance)

- Network with those in skilled trades to see if they know who is hiring

WANT TO LEARN MORE ABOUT WHAT YOU WILL LEARN

See the Training Standards for each Trade: **Training Standards** www.collegeoftrades.ca/training-standards

St. James, 200 King Street (Room 155B), 416-415-5000 ext. 3818 sjcareercentre@georgebrown.ca
Casa Loma, 160 Kendal Avenue (Room C317), 416-415-5000 ext. 4100 clcareercentre@georgebrown.ca
Waterfront, 51 Dockside Drive (Student Success Hub), 416-415-5000 ext. 5301 wfcareercentre@georgebrown.ca

GBCareers - view job postings and events: gbcareers.georgebrown.ca

*Updated Feb 2020