



“so you want to be an Apprentice!”



Hamilton-Wentworth
Catholic Schools

Believing. Achieving. Serving

APPRENTICESHIP IS **HANDS-ON TRAINING** FOR PEOPLE WHO ENJOY LEARNING BY DOING. APPRENTICES ARE PAID WHILE GAINING WORK EXPERIENCE, AND THEIR WAGES INCREASE WITH THEIR LEVEL OF SKILLS.

“earn while you learn”

AVAILABLE Sectors

Detailed information on over 140 apprenticeable trades can be found at the [Ministry Training, Colleges and Universities web site](#). Each of the trades fall into one of four sectors:

Construction

You contribute directly to the building of homes, offices, factories and other industrial projects, sports arenas, hospitals, and other facilities that shelter people and house the engines of the economy.

Manufacturing

Precision machining, tooling trades, and millwrighting are the backbone of modern manufacturing. Skilled workers build machines and components used in making all kinds of industrial and consumer products, ranging from plastic containers to airplane parts.

Motive Power

The automotive and motive power industry offers a wide range of careers servicing the latest cars and motorcycles; truck fleets; heavy equipment that serves the construction, forestry, mining, and oil and gas industries; as well as marine engines and farm equipment.

Service

The service sector takes in a wide range of jobs, from personal and business services to tourism and hospitality.

HOW DO I BECOME AN Apprentice?



Find an employer who is willing to hire and train you. People who want to become apprentices usually apply directly to an employer, union or local apprenticeship committee.

Ask family, friends, neighbours, instructors, career counselors, and anyone else for the names of people to contact.

Check out the Yellow Pages, business directories, unions/associations, web sites, and articles in the newspapers or trade magazines.

Follow the steps set out by the Ministry of Training, Colleges, and Universities (MTCU) to continue the process:

1. *You or the employer must contact the MTCU at the nearest office.
The Hamilton Office covers Hamilton-Wentworth and parts of Halton and Niagara Region: Phone (905) 521-7764 or 1 (800) 668-4479*
2. *Complete and sign the apprenticeship training agreement/contract of Apprenticeship between you, the employer and the MTCU.*
3. *Achieve the required on-the-job competencies.*
4. *Complete your in-school training.*
5. *Challenge the Trade Exam.*

The Ontario Youth Apprenticeship Program

can help you start training to be an apprentice while completing high school.

The Co-op Diploma Apprenticeship Program

can help students train as an apprentice while completing a related college course.

The Pre-Apprenticeship Training Program

provides opportunities for people to learn trade-related skills essential to becoming an apprentice.



SERVICES FOR

se Apprentic

ONTARIO GOVERNMENT

The Ontario Government has a number of ways to help you get started in an apprenticeship. Call the toll-free **Employment Ontario Hotline** at **1 (800) 387-5656** for the phone number and location of the apprenticeship office in your area. Visit www.edu.gov.on.ca/eng/tcu/apprentices.

APPRENTICESHIP TRAINING

There are currently over 140 apprenticeable trades in Ontario in four sectors: construction, industrial/manufacturing, motive power and service.

ONTARIO YOUTH APPRENTICESHIP PROGRAM (OYAP)

OYAP helps young people obtain placements in 130 skilled trades that can be learned through apprenticeship training while in high school. The Ontario Youth Apprenticeship Program (OYAP) is a school-to-work transition program offered through Ontario secondary schools. Full-time students in Grades 11 and 12 earn cooperative education credits through work placements in skilled trades. To learn more about OYAP, contact your local high school guidance counselor, your co-op education teacher or the Ontario Youth Apprenticeship Program Coordinator for your school board.

CO-OP DIPLOMA APPRENTICESHIP PROGRAM

The Co-op Diploma Apprenticeship Program combines a college diploma program and apprenticeship training leading to a diploma in the program of study. To earn a certificate of apprenticeship the students must still complete the remaining on-the-job apprenticeship hours, as well as the remaining in-school training.

Participating colleges advertise the Co-op Diploma Apprenticeship Program in their handbooks and on their web site. Interested individuals apply to the program through the college. Individuals can also contact the Ministry to find out about local offerings.

PRE-APPRENTICESHIP TRAINING PROGRAM

The Pre-Apprenticeship Training Program helps potential entrants to the apprenticeship system develop their job skills and trade readiness so that they will be prepared to find work as apprentices. There is no cost to participate in a pre-apprenticeship program. In addition, costs for text books, safety equipment and tools are included.

It's your future...

**“make
your
move”**

Services



SO YOU WANT TO BE AN APPRENTICE!

APPRENTICESHIP SCHOLARSHIPS

Participants must meet the eligibility requirements:

- Be under 25 years of age.
- Have left school before completing the necessary academic requirements for registering in a trade.
- Be committed to achieving the necessary academic requirements within one year.
- Demonstrate an interest in the skilled trades.

JOB CONNECT

(www.jobconnectontario.org)

This program helps people plan, prepare for and succeed in the job market and can help individuals on a path to higher skills training and employment. It offers a range of services to respond to the employment and training needs of individuals and the skilled labour needs of employers.

LITERACY AND BASIC SKILLS PROGRAM

Services are provided at no cost to learners and focus on people whose literacy and math skills are below a Grade 9 level. The Ontario government's Literacy and Basic Skills (LBS) Program provides free literacy, numeracy and essential skills services that help individuals achieve their goals related to further education or training, employment or increased independence.

LOANS FOR TOOLS PROGRAM

The Ontario government can assist you in purchasing the tools you need for your trade. The Loans for Tools program offers new apprentices a loan to help them buy the tools and equipment they need to perform the trade in which they are registered. To apply for a loan, apprentices should complete in full the loans agreement contained in the information package sent automatically to each newly registered apprentice, and then send it back to the Ministry of Training, Colleges and Universities in the return envelope provided. The Ministry will respond within 60 days of receiving the signed loans agreement.

MODULAR TRAINING

Modular training is workplace-based skills training for the mining, forestry and construction sectors, that is usually delivered in incremental units (i.e. modules) of short duration and is accredited at each step. Training is delivered by the industry in the workplace and there is usually no Ministry in-school component to modular training.

FREQUENTLY ASKED

Questions

Check out The Ministry of Training, Colleges and University web site <http://www.edu.gov.on.ca/eng/tcu/apprentices/faq.html#3> for answers to the following:

- 1** What's involved in the registration process for apprenticeship?
- 2** How do I know which skilled trade I'd be good at?
- 3** Do I have to pay to be an apprentice?
- 4** Does the government provide any supports or incentives to me as an apprentice?
- 5** As an apprentice, what are my responsibilities?



Cool!

WEB SITES

- www.pathtosuccess.ca
Hamilton-Wentworth Catholic District School Board's Path To Success
High school course offerings to help get you on track.
- www.oyap.com
Hamilton-Wentworth Catholic District School Board OYAP
Information and downloads pertaining to the Ontario Youth Apprenticeship Program and apprenticeships and trades in general.
- www.edu.gov.on.ca
Ministry of Training Colleges and Universities
A complete description of apprenticeable trades, requirements, and directions on how to become an apprentice.
- www.apprenticesearch.com
apprenticesearch.com
A web site designed to help connect apprentices with employers.
- www.careercruising.com
Career Cruising
An interactive career guide complete with video interviews.
- <http://skills.edu.gov.on.ca/OSPWeb/jsp/en/login.jsp>
Ontario Skills Passport
A resource that provides clear descriptions of the skills used in virtually all occupations, as well as important work habits.
- www.skillswork.com
Ontario Skills Work
Trade profiles (education required, duties, and salaries).
- www.ilc.org
Independent Learning Center
Learn about this unique education/training method – what it is, how it works, benefits, costs, and what kinds of jobs are available.
**Follow Career Matters/Apprenticeships*

WHY WAIT? Start Now!

ONTARIO YOUTH
APPRENTICESHIP
PROGRAM



"your future... your choice"



**Ontario Youth Apprenticeship
Contacts:**

BISHOP RYAN CSS

(905) 573-2151 ext. 268

BISHOP TONNOS CSS

(905) 648-4989 ext. 165

CARDINAL NEWMAN CSS

(905) 664-3383 ext. 328

CATHEDRAL HIGH SCHOOL

(905) 522-3581 ext. 281

ST. CHARLES MOUNTAIN

(905) 575-5202

ST. JEAN DE BREBEUF CSS

(905) 388-7020 ext. 255

ST. MARY CSS

(905) 528-0214 ext. 509

ST. THOMAS MORE CSS

(905) 388-3030 ext. 241

**For more information,
please contact:**

**HWCD SB OYAP CO-ORDINATOR
LEO PAONE**

Tel.: (905) 525-2930 ext. 2886

Fax: (905) 523-0247

Email: paonel@hwcdsb.ca

Web site: www.oyap.com

**Government of Ontario
Local Apprenticeship**

HAMILTON DISTRICT OFFICE

Ontario Government Building
119 King Street West, 5th Floor
Hamilton, Ontario L8P 4Y7