



**ONTARIO COLLEGE OF TRADES**  
**ORDRE DES MÉTIERS DE L'ONTARIO**

# Member Application Guide

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**For Apprentice Applicants**

## Table of Contents

INTRODUCTION	3
WHAT MEMBERSHIP MEANS FOR YOU	6
HOW TO APPLY	7
STIPULATIONS OF MEMBERSHIP	12
HOW TO CONTACT THE COLLEGE	16
TRADES IN ONTARIO	17

## INTRODUCTION

### Purpose

Welcome to the Ontario College of Trades (the “College”). This is your Member Application Guide for Apprentice Applicants. This guide is for individuals applying to the **Apprentices Class only**. It will help you understand the College’s membership class system, registration requirements and the application process, and will guide you through the steps of filling out the Member Application Form.

If you are applying for a membership class other than the Apprentices Class, there is a separate guide for you – please refer to the *Member Applicant Guide for Applicants who are not Apprentices*. You can download the guide from the College’s [website](#), or by contacting the College using the information on page 16.

#### As of April 8, 2013, do you hold a valid registered training agreement with the ministry?

On April 8, 2013, the College welcomed individuals with valid ministry-issued documents as members. Individuals named in a valid registered training agreement on that date do not need to apply as new members of the College.

The College contacted anyone in this situation informing them of their new status and providing information about next steps that must be taken to maintain membership.

If you think this situation applies to you, but you have not heard from the College, please contact us using the information on page 16, for more information.

### The Ontario College of Trades

As of April 8, 2013, the College became the regulatory body for the trades system in Ontario. Prior to that date, the Ontario Ministry of Training, Colleges and Universities (the “ministry”) was responsible for regulating the trades in this province. The ministry classified trades as either “compulsory/restricted” or as “voluntary/unrestricted” and in order to work in a compulsory/restricted trade, you had to either be registered as an apprentice in an Ontario apprenticeship program or you had to hold a Certificate of Qualification (C of Q) issued by the ministry.

The College was created under the *Ontario College of Trades and Apprenticeship Act, 2009* (“OCTAA”). Regulations under OCTAA set out the regulated trades in Ontario and the classification of each trade as either “compulsory” or “voluntary”.

The College is an industry-driven organization with a mandate to protect the public interest by regulating the trades in Ontario. The College:

- Establishes and maintains qualifications for membership in the College;
- Issues C of Qs and Statements of Membership;
- Maintains a public register to ensure public awareness of the qualifications of its members;
- Receives and investigates complaints against its members and disciplines its members as required;

- Establishes apprenticeship programs, training standards and scopes of practice for each trade;
- Facilitates an independent review process to determine journeyman to apprentice ratios and trade classifications (i.e., compulsory or voluntary);
- Addresses compliance issues with trades legislation (i.e., enforcing prohibitions in OCTAA);
- Promotes the skilled trades as a career of choice; and,
- Conducts research in relation to the trades.

## Membership Classes

The *Classes of Members and Registration Regulation (Ontario Regulation 321/12)* outlines what the College's membership structure is and how individuals can register to become members.

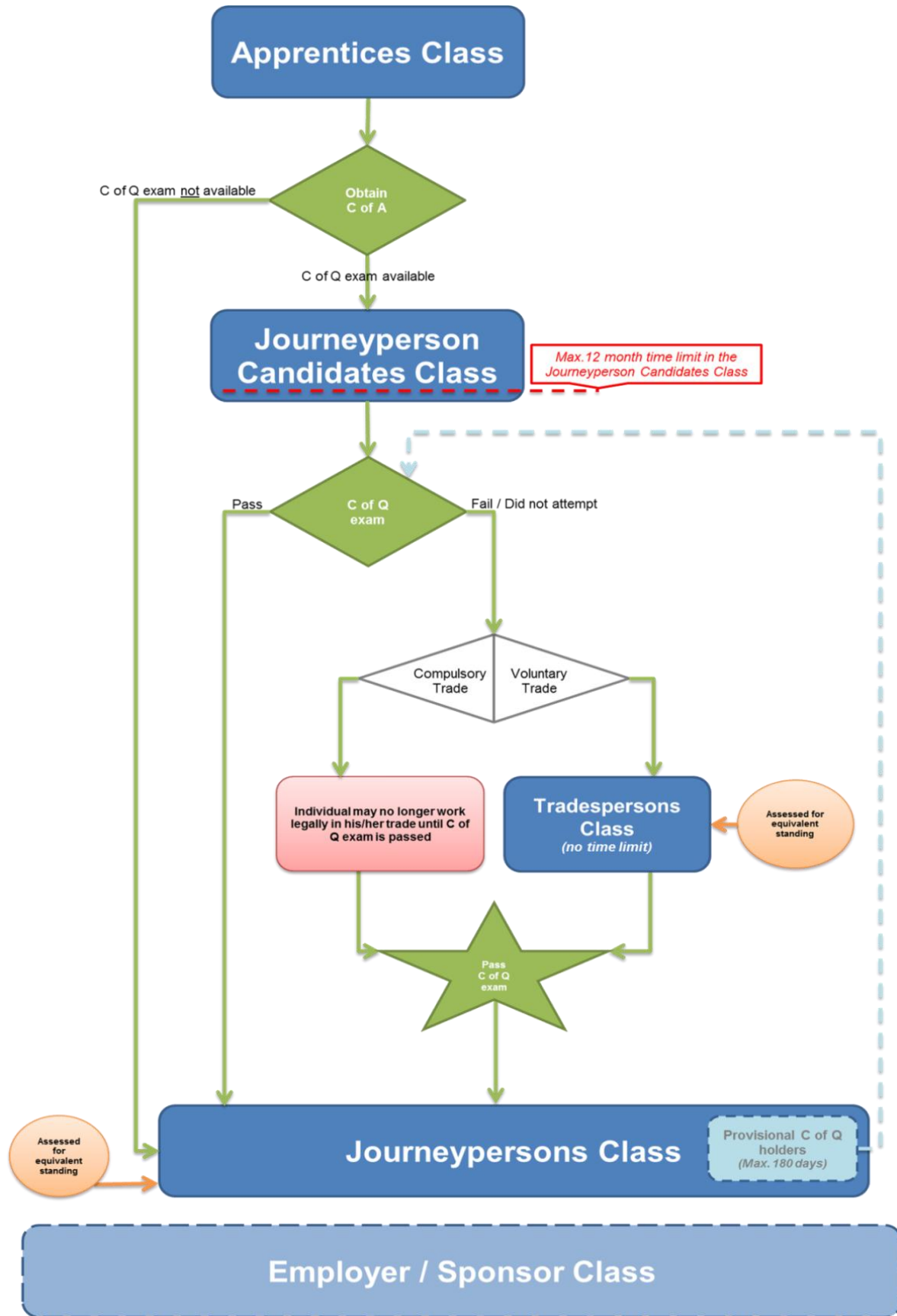
The College has the following five classes of membership:

- **Apprentices Class**
- **Journeyman Class**
- **Journeyman Candidates Class**
- **Tradespersons Class**
- **Employers/Sponsors Class**

Further information on the Apprentices Class is included in the next section. For more information on the College's four other membership classes, please refer to the *Member Application Guide for Applicants who are not Apprentices* by visiting the College's [website](#), or by contacting the College using the information on page 16.

## Classes of Membership and Pathways to Certification in Ontario

The diagram on the next page depicts the membership classes and pathways to certification in Ontario. While the chart shows the Ontario certification process as linear, there are several points of entry into the system. This guide will help you understand where you belong in this process.



## WHAT MEMBERSHIP MEANS FOR YOU

You must be a member of the College's Apprentices Class to work as an apprentice in an Ontario apprenticeship program established by the College. To be a member, you must hold a **valid registered training agreement** with the ministry.

For more information on registered training agreements, please contact the ministry by visiting their [website](#) or by calling 1-800-387-5514.

### Are you in a Technical Standards and Safety Authority (TSSA) regulated trade?

If you are applying to be an apprentice in either the **Elevating Devices Mechanic** trade or the **Ski Lift Mechanic** trade, please note that these trades are regulated by the TSSA.

Before the ministry will register you as an apprentice, you must complete a TSSA-accredited safety workshop and obtain the relevant Mechanic-in-Training certificate from TSSA.

If you already have this certificate from TSSA and the ministry has registered your training agreement, you must become a member of the College in the Apprentices Class. Your Statement of Membership will be subject to a term, condition or limitation prohibiting you from practising your trade unless you obtain and maintain a valid Mechanic-in-Training certificate from TSSA for the duration of your apprenticeship program. For information on the consequences of violating a term, condition or limitation of your Statement of Membership, please see the Stipulations of Membership section on page 12.

If you are unsure about how to proceed or what it means to be a member of the College in any of these trades, please contact the College using the information on page 16 before you fill out the Member Application Form.

For the most up-to-date information on training and certification requirements for these trades, you can contact TSSA at this toll free number: 1-877-682-TSSA (8772).

As a member of the Apprentices Class, you will receive a Statement of Membership and membership card from the College which serves as proof of your membership in the College. You will be subject to any **wage rates and/or ratios** that may have been set out in regulation for your trade. Regulations outlining apprenticeship program requirements can be found on the College [website](#), or by contacting the College using the information on page 16. As a member, you will also be subject to other Stipulations of Membership, which are outlined on page 12.

You must remain a member "in good standing" in the Apprentices Class while you are participating in an apprenticeship program under a registered training agreement. Once you have completed all the requirements of your training program and receive your **Certificate of Apprenticeship** (C of A) from the Ministry, you are no longer eligible to remain in the Apprentices Class. Your Statement of Membership will automatically expire at that time.

## HOW TO APPLY

Once you have entered into a registered training agreement with the ministry, the first step to becoming a member of the College’s Apprentices Class is to complete a Member Application Form. You can do this by downloading and completing the [form](#) or contacting the College using the information on page 16.

### Do you practise more than one trade?

Your membership in the College is trade-specific. You may be eligible and/or required to be a member of more than one membership class if you practise more than one trade.

For instance, if you are an apprentice in the Plumber trade, you must apply to the Apprentices Class. If you are also an apprentice in the Sheet Metal Worker trade, you must apply to the Apprentices Class for that trade as well. If you also wish to be recognized as a Journeyman in the Steamfitter trade, you must be a member in the Journeymen Class.

If you are applying for membership in more than one class, you must complete **one application form for each class**. If you are applying for membership in more than one trade, you must complete **one application form for each trade**. However, you are only required to pay one membership fee.

For more information on other classes, please refer to the College’s website, *Member Application Guide for Applicants who are not Apprentices*, or contact us using the information on page 16.

The following are instructions for the Member Application Form. Please read these instructions carefully and complete all parts of the form. **Incomplete or illegible applications may not be accepted by the College and will delay your application process.**

As an applicant to the **Apprentices Class**, you need to complete **Section A – Member Identification** and **Section B – Declaration and Consent**.

### Note:

Any **false or misleading statements or declarations** included in your application may result in your membership being **denied or revoked**.

## Section A – Member Identification

### CLASS OF MEMBERSHIP

As an applicant to the Apprentices Class, check the first box “Apprentices”.

### 1. PERSONAL INFORMATION

This information helps the College identify who you are. Please complete all parts, including the following:

- Whether you are already a member of the College (for individuals who are applying for a new membership in a new class or trade);
- First, middle and last name: please enter your name exactly as it is shown on your official government identification;
- Gender;
- Preferred language (English or French);
- Primary contact information;

- Details of any C of A, Letter of Permission, Provisional Certificate of Qualification or C of Q **from Ontario**. If you have more than one of these documents, please list all that apply, using a separate page if necessary;
- Self-identification of designated groups: this is a voluntary question and will be used only by the College for analytical and statistical purposes. This information will not affect your eligibility for membership, and the College will maintain confidentiality of your responses in accordance with section 62 of OCTAA.

**2. INFORMATION FOR INDIVIDUAL APPLICANTS**

Enter the name and code for the trade for which you will be completing an apprenticeship training program.

You can find a list of trade names and their corresponding codes on page 17 or on the College’s [website](#).

**3. EMPLOYER/SPONSOR INFORMATION**

As an applicant in the Apprentices Class, you are **not required** to complete this section. Continue to Section B.

**Section B – Declarations and Consent**

**DECLARATIONS**

This section outlines the declarations of accuracy and consent for your application. Please read this section carefully. By signing the Member Application Form, you agree to these provisions.

**BACKGROUND QUESTIONS**

Read each background question and select “**YES**” or “**NO**” for each question.

You are required to answer these questions in order to be granted College membership.

If you answer “**YES**” to any of these questions, please provide details in the space provided. If you need more space, you may continue on separate pages and attach to the Member Application Form.

**SIGNATURE**

Sign and date the application form. If you are under the age of 18, you may be required to have your parent or legal guardian sign an additional form permitting you to join the College. Please refer to our Supplementary Consent Form for Minors, which you can get from the College’s [website](#) or by contacting the College using the information on page 16.

Forms that are not signed and dated will be considered incomplete and this will delay your application process.

## Submitting your application

You can submit your completed Member Application Form to the College using one of the following methods:

- By mail:

**Ontario College of Trades  
Membership Applications**  
Suite 600 - 655 Bay Street  
Toronto, ON M5G 2K4

- By email: [info@collegeoftrades.ca](mailto:info@collegeoftrades.ca)
- By fax: 1-866-398-0368

## What's next?

Once you have submitted your Member Application Form, the College will review your application to make sure it is complete. If the application is complete, the College will review it and any attached documents to determine if you are eligible for membership and meet the registration requirements for the Apprentices Class. If your application is incomplete, the College will contact you to resolve any outstanding application requirements.

The College's Registrar will make the final decision to accept or refuse your application for membership.

### Who is the College Registrar?

The Registrar of the College is the chief executive officer for the College, and is responsible for overseeing the College's functions, including membership registration, issuing Statements of Membership and C of Qs, maintaining the public register, and serving as the secretariat for the College's governance structure.

## Approval of application

If the Registrar is satisfied that all application requirements have been met, and you are eligible for membership, the College will contact you by mail or email notifying you that you can become a member of the College once you pay your membership fees. Details about paying your fees begin on page 10.

### Note:

Under section 37(2)(c) of OCTAA, membership cannot be granted until you have paid your annual membership fees.

You will become a member "in good standing" of the College in the Apprentices Class once you have paid your fees. The College will mail you a membership welcome package that includes your Statement of Membership and your membership card. Please ensure the information on these documents is correct. If any information is incorrect, please contact the College immediately.

In some cases, the Registrar may decide to issue a Statement of Membership that is subject to terms, conditions or limitations, in addition to those that already apply to all members. If this happens in your case, you will be informed of the conditions and the reasoning behind the Registrar's decision, and will be entitled to bring your case to the Registration Appeals Committee, outlined below.

### **Refusal of application**

The College's Registrar may refuse to issue a Statement of Membership if he or she has reasonable grounds to believe that:

- Your past conduct or actions suggest that you will not perform your duties in accordance with the law. The answers you provide to the "Background Questions" in Section B of the Member Application Form will be considered in making this assessment; and/or
- You do not fulfill the application requirements for membership in the College.

The Registrar will send written notice informing you that he or she intends to refuse your application under these grounds. This notice will include reasons that your application may not be approved.

For more information on the Registrar's ability to refuse your application, please refer to [sections 37\(4\) and 37\(5\) of OCTAA](#).

### **Registration Appeals**

If you have received notice from the Registrar that your application will be refused, or your Statement of Membership will have terms, conditions or limitations placed on it, as an applicant to the College, you may request a review by the Registration Appeals Committee (as outlined in [section 39 of OCTAA](#)) **within 60 days** of being notified of the intent to refuse your application. You will be provided with an appeals package, but you may also request one by contacting the College directly at the contact information listed on page 16. You can find further information on the appeals process on the College's [website](#) or by contacting the College.

### **Annual membership fees**

Once your application for membership in the Apprentices Class has been approved, you will be required to pay an annual fee in order to maintain your membership, and to ensure that you can continue to legally participate in your apprenticeship program. The College will send you an annual invoice indicating when your membership renewal and membership fees are due, and how you can make payment to the College.

#### **Note:**

You are required to become a member of the College's Apprentices Class within **90 days** of registering your training agreement with the ministry. If you do not do so, your registered training agreement with the ministry will be cancelled.

**The annual fee for the Apprentices Class is \$60 + HST.**

You may be eligible for a tax deduction on your membership fee.

Once you are a member of the College, failure to pay your annual membership fees may result in the suspension of both your Statement of Membership and subsequently your registered training agreement. For more information on this, please see the Stipulations of Membership section on page 12.

**Note:**

Members who are in more than one membership class in the College are **only required to pay one annual fee**. If you are a member in more than one class, you are required to pay only the highest applicable annual fee.

The fee structure for the College’s membership classes is as follows:

Membership Class	Annual Membership Fee
Apprentices Class	\$60 + HST
Journeypersons Candidates Class	\$60 + HST
Tradespersons Class	\$60 + HST
Journeypersons Class	\$120 + HST
Employers / Sponsors Class	\$120 + HST

For example, if you hold membership in the Apprentices Class for the trade of Plumber, but you are also a member in the College’s Journeypersons Class for the trade of Steamfitter, you will only be required to pay one annual fee of \$120 + HST.

**Additional fees**

You may be required to pay additional transactional fees to the College while you are a member in the Apprentices Class. These fees include:

Transaction	Fee
Reinstatement (due to non-payment)	\$60 + HST (same as membership class fee)
Replacement of membership credentials	\$25 + HST

These fees are in addition to your annual membership fees.

**Payment instructions**

You can pay your membership or transactional fees to the College using a variety of methods.

**Credit Card**

The College accepts Visa, MasterCard and American Express.

There are three ways to pay using a credit card:

- **Online** – visit <http://www.collegeoftrades.ca/membership/member-login>
- Via **telephone**:  
**Toll-Free** – 1-855-299-0028  
**GTA** – 647-847-3000
- **In-person** at the College (Monday to Friday between 9:00 a.m. to 5:00 p.m.):  
Suite 600 - 655 Bay Street  
Toronto, ON M5G 2K4

### Cheque

Cheques must include the invoice stub that you have received from the College, and should be made payable to the *Ontario College of Trades*.

Cheques can be mailed to:

**Ontario College of Trades**  
P.O. Box 4003, Station A  
Toronto, ON M5W 0G5

### Banking

Payment can also be made at most Canadian Chartered banks through their online bill payment options or by visiting a branch. Please ensure you have your invoice ready when submitting any payment using this method.

## STIPULATIONS OF MEMBERSHIP

Once you have paid your annual membership fee and received your Statement of Membership for the Apprentices Class, you are considered a member “in good standing” of the College’s Apprentices Class. As a member, you are subject to certain stipulations that are outlined in this section.

### Registered apprentice requirement

If you are an apprentice, to ensure compliance with **OCTAA** and its regulations (particularly, *Ontario Regulation 321/12*), you must be named in a registered training agreement that is not suspended, and a member “in good standing” of the Apprentices Class for your trade.

### Public Register

The College maintains a public register of its members. As a member in the Apprentices Class, your name will appear on this register, along with the following membership information:

- The **type of membership** you hold (i.e. Statement of Membership or C of Q);
- All **trades and classes** you hold a Statement of Membership or C of Q for, as well as any **terms, conditions, and/or limitations** imposed on your membership;

- Your **standing in the College** – For each class you are a member in, the register will indicate whether your membership is “in good standing”, “suspended”, “cancelled” or “revoked”; and,
- Other information prescribed in College by-laws or OCTAA, such as any findings of professional misconduct, incompetence or incapacity by the College’s Discipline or Fitness to Practise Committees.

## Proof of Membership

As a member of the College, you are required to carry your Statement of Membership or membership card on you at all times while training or working in your trade. You must show this proof of membership when asked to do so by a College enforcement officer.

## Complaints and Discipline

As a member of the College, you have a duty to maintain a standard of professional conduct, and are subject to the College’s complaints, discipline and fitness to practise processes. The College’s professional misconduct regulation ([Ontario Regulation 97/13](#)) describes the standard of professional conduct that is expected. You can read the regulation [online](#), or contact the College using the information on page 16.

Any person can make a complaint to the College about the conduct of any member of the College. If a written complaint is filed, and the complaint is about “professional misconduct,” “incompetence” or “incapacity,” the College will have the responsibility to:

- Consider and investigate the allegations;
- Determine if a hearing is required;
- Make a decision; and/or
- Discipline the member when appropriate (see [section 44 of OCTAA](#)).

For a definition of incompetence, please see [section 46\(3\) of OCTAA](#).

For a definition of incapacity, please see [section 47\(2\) of OCTAA](#).

### Note:

As a member of the College, you are required to disclose to the Registrar any finding related to professional misconduct, incompetence or incapacity, or other similar findings, from other regulatory bodies or jurisdictions, as a term and condition of your Statement of Membership. If you do not do this, you may be subject to an investigation of professional misconduct by the College.

If, after a hearing by either the College’s Discipline Committee or Fitness to Practise Committee, you are found to be incompetent or guilty of professional misconduct, the Committee may instruct the Registrar to take one or more of the following disciplinary measures:

- Revoke your Statement of Membership;

- Impose terms, conditions and limitations on your Statement of Membership; and/or
- Suspend your Statement of Membership for a specified time period (not longer than 24 months).

Additionally, if you are found to be guilty of professional misconduct, the Discipline Committee may also order one or more of the following disciplinary measures. You may:

- Be reprimanded, cautioned or counselled by the Discipline Committee, possibly to be recorded on the public register; and/or
- Ordered to pay a fine (to a maximum of \$2000), and/or other costs as determined by the Discipline Committee.

These disciplinary measures may be recorded in an official College publication, if the Discipline Committee determines that this is necessary.

You may also be subject to a hearing and investigation by the College’s Fitness to Practise Committee. If you are found to be unfit to practise your trade (i.e., incapacitated), you may be subject to one or more of the following actions:

- Your Statement of Membership may be revoked or suspended (for up to 24 months); and/or
- You may have terms, conditions and limitations placed on your Statement of Membership by the Registrar.

**Note:**

Any findings or orders by the College’s Discipline or Fitness to Practise Committees will appear on the College’s public register.

For more information on the College’s Complaints and Discipline process, visit our [website](#), or contact the College using the information on page 16.

## Suspension or Cancellation

### Cancellation or suspension of registered training agreements

Your registered training agreement with the ministry will be **cancelled** if one of the following two instances occurs:

- You have **not** become a member of the College’s Apprentices Class within **90 days** of registering your training agreement with the ministry.
- Your Statement of Membership with the College has been revoked or cancelled. For more information on revoking or cancelling Statements of Membership, please see the “Complaints and discipline” section below.

Additionally, as a member of the Apprentices Class, your registered training agreement may be **suspended** by the Minister of Training, Colleges and Universities (the “Minister”) if any of the following occur:

- Requirements set out in OCTAA are not being complied with;
- Your registered training agreement, or any section of it, is not being complied with;
- Someone named in the registered training agreement (for example, yourself, your employer or sponsor) has provided false information when the agreement was registered; and/or
- A person named in the agreement is dead or a business or organization named in the agreement no longer exists.

### **Suspension of Statement of Membership**

Your Statement of Membership may be **suspended** if you fail to:

- Pay your annual fee; and/or,
- Provide any information to the College that may be required as listed by a College [by-law](#) (please see section 17). You can obtain a copy of the College’s by-law by visiting the College’s [website](#), or contacting the College using the information on page 16.

The College’s Registrar will provide 60 days’ notice of his or her intention to suspend your Statement of Membership before doing so. The suspension ends when you have paid your fees or provided the required information to the College.

#### **Note:**

If your Statement of Membership is suspended by the College, your registered training agreement will automatically be suspended as well. Your training agreement will be reinstated when your College membership is reinstated.

### **Reinstatement**

If your Statement of Membership is revoked or suspended as a result of a decision by the College’s Discipline Committee or Fitness to Practise Committee, you can write to the Registrar and ask to have a new Statement of Membership issued, or to have a suspension or any terms, conditions or limitations removed from your membership. This can be done one year from the date of the Discipline Committee’s decision, unless otherwise stated by the Committee. Once you have requested this in writing, the Registrar will refer your request to the Discipline Committee for its consideration.

More information on reinstatement of membership can be found on the College’s [website](#), or you can contact the College using the information on the next page.

### **Resignation**

You may resign your membership in the College by filing your resignation in writing to the Registrar of the College. Once this has been done, your Statement of Membership will be cancelled, as will your registered training agreement. Once this has been done, you will no longer appear on the College’s public register and will no longer be able to continue your apprenticeship in your trade.

## HOW TO CONTACT THE COLLEGE

If you have any questions or concerns regarding any part of the application process, or require further information, please contact us.

- **In-person** or by **post**:

**Ontario College of Trades**  
Suite 600 - 655 Bay Street  
Toronto, ON M5G 2K4

- **By telephone:**

In the Greater Toronto Area: 647-847-3000

Toll-Free: 1-855-299-0028

- Via **email**: [info@collegeoftrades.ca](mailto:info@collegeoftrades.ca)

## TRADES IN ONTARIO

Trade Name	Trade Code	Sector	Classification	CofQ Exam?
Aboriginal Child Development Practitioner	620B	Service	Voluntary	No
Agricultural Equipment Technician	425A	Motive Power	Voluntary	Yes
Agricultural - Dairy Herdsperson	640D	Service	Voluntary	No
Agricultural - Fruit Grower	640F	Service	Voluntary	No
Agricultural - Swine Herdsperson	640S	Service	Voluntary	No
Alignment and Brakes Technician	310E	Motive Power	Compulsory	Yes
Appliance Service Technician	445A	Service	Voluntary	Yes
Arborist	444A	Service	Voluntary	Yes
Architectural Glass and Metal Technician	424A	Construction	Voluntary	Yes
Assistant Cook <sup>2</sup>	415B	Service	Voluntary	No
Auto Body and Collision Damage Repairer	310B	Motive Power	Compulsory	Yes
Auto Body Repairer	310Q	Motive Power	Compulsory	Yes
Automotive Electronic Accessory Technician	310K	Motive Power	Compulsory	Yes
Automotive Glass Technician	274L	Motive Power	Voluntary	No
Automotive Painter <sup>2</sup>	410N	Motive Power	Voluntary	Yes
Automotive Service Technician	310S	Motive Power	Compulsory	Yes
Baker	423A	Service	Voluntary	No
Baker-Patisier	423C	Service	Voluntary	Yes
Bearings Mechanic	615A	Industrial	Voluntary	No
Blacksmith	600P	Industrial	Voluntary	No
Brick and Stone Mason	401A	Construction	Voluntary	Yes
Cabinetmaker	438A	Industrial	Voluntary	Yes
Cement (Concrete) Finisher	244G	Construction	Voluntary	No
Chef	415C	Service	Voluntary	No
Child Development Practitioner	620C	Service	Voluntary	No
Child and Youth Worker <sup>2</sup>	620A	Service	Voluntary	No
Computer Numerical Control (CNC) Programmer	670C	Industrial	Voluntary	No
Composite Structures Technician	267G	Industrial	Voluntary	No
Concrete Pump Operator	637C	Construction	Voluntary	No
Construction Boilermaker	428A	Construction	Voluntary	Yes
Construction Craft Worker	450A	Construction	Voluntary	Yes
Construction Millwright	426A	Construction	Voluntary	Yes
Cook	415A	Service	Voluntary	Yes
Developmental Services Worker	620D	Service	Voluntary	No
Die Designer	670D	Industrial	Voluntary	No
Draftsperson – Mechanical	614A	Industrial	Voluntary	No
Draftsperson - Plastic Mould Design	614B	Industrial	Voluntary	No
Draftsperson - Tool and Die Design	614C	Industrial	Voluntary	No
Drywall, Acoustic and Lathing Applicator	451A	Construction	Voluntary	Yes
Drywall Finisher and Plasterer	453A	Construction	Voluntary	Yes
Educational Assistant	620E	Service	Voluntary	No
Electric Motor System Technician	446A	Industrial	Voluntary	Yes
Electrical Control (Machine) Builder	617A	Industrial	Voluntary	No
Electrician (Signal Maintenance)	289F	Industrial	Voluntary	No
Electrician - Construction and Maintenance	309A	Construction	Compulsory	Yes
Electrician - Domestic and Rural	309C	Construction	Compulsory	Yes
Electronic Service Technician	416E	Service	Voluntary	No
Elevating Devices Mechanic	636E	Industrial	Voluntary	No
Entertainment Industry Power Technician	269E	Industrial	Voluntary	Yes
Exterior Insulated Finish Systems Mechanic	455A	Construction	Voluntary	No

Trade Name	Trade Code	Sector	Classification	CofQ Exam?
Facilities Mechanic	255W	Industrial	Voluntary	Yes
Facilities Technician	255B	Industrial	Voluntary	Yes
Fitter – Assembler (Motor Assembly)	661H	Industrial	Voluntary	No
Floor Covering Installer	448A	Construction	Voluntary	Yes
Fuel and Electrical Systems Technician	310C	Motive Power	Compulsory	No
Gemsetter/Goldsmith	606G	Service	Voluntary	No
General Carpenter	403A	Construction	Voluntary	Yes
General Machinist	429A	Industrial	Voluntary	Yes
Hairstylist	332A	Service	Compulsory	Yes
Hardware, Lumber and Building Materials Retailer	606W	Service	Voluntary	No
Hazardous Materials Worker	253H	Construction	Voluntary	Yes
Heat and Frost Insulator	253A	Construction	Voluntary	No
Heavy Duty Equipment Technician	421A	Motive Power	Voluntary	Yes
Heavy Equipment Operator -Dozer	636C	Construction	Voluntary	No
Heavy Equipment Operator -Excavator	636B	Construction	Voluntary	No
Heavy Equipment Operator -Tractor Loader Backhoe	636A	Construction	Voluntary	No
Hoisting Engineer - Mobile Crane Operator 1	339A	Construction	Compulsory	Yes
Hoisting Engineer - Mobile Crane Operator 2	339C	Construction	Compulsory	Yes
Hoisting Engineer - Tower Crane Operator	339B	Construction	Compulsory	Yes
Horse Groom	600H	Service	Voluntary	No
Horse Harness Maker	219D	Service	Voluntary	No
Horticultural Technician	441C	Service	Voluntary	Yes
Hydraulic/Pneumatic Mechanic	277Z	Industrial	Voluntary	No
Industrial Electrician	442A	Industrial	Voluntary	Yes
Industrial Mechanic Millwright	433A	Industrial	Voluntary	Yes
Information Technology - Contact Centre Technical Support Agent	634A	Service	Voluntary	No
Information Technology - Contact Centre Customer Service Agent	634E	Service	Voluntary	No
Information Technology - Hardware Technician	634B	Service	Voluntary	No
Information Technology - Network Technician	634C	Service	Voluntary	No
Information Technology - Contact Centre Sales Agent	634D	Service	Voluntary	No
Institutional Cook	415D	Service	Voluntary	No
Instrumentation and Control Technician	447A	Industrial	Voluntary	Yes
Ironworker - Generalist	420B	Construction	Voluntary	Yes
Ironworker - Structural and Ornamental	420A	Construction	Voluntary	Yes
Light Rail Overhead Contact Systems Linesperson	207S	Industrial	Voluntary	No
Locksmith	259L	Industrial	Voluntary	No
Machine Tool Builder and Integrator	430M	Industrial	Voluntary	Yes
Marine Engine Technician	435B	Motive Power	Voluntary	Yes
Metal Fabricator (Fitter)	437A	Industrial	Voluntary	Yes
Micro Electronics Manufacturer	630A	Service	Voluntary	No
Motive Power Machinist	410K	Motive Power	Voluntary	Yes
Motorcycle Technician	310G	Motive Power	Compulsory	Yes
Mould Designer	670E	Industrial	Voluntary	No
Mould Maker	431A	Industrial	Voluntary	Yes
Mould or Die Finisher	277M	Industrial	Voluntary	No
Native Clothing and Crafts Artisan	296B	Service	Voluntary	No
Native Residential Construction Worker	296A	Construction	Voluntary	No
Network Cabling Specialist	631A	Service	Voluntary	Yes
Optics Technician (Lens and Prism Maker)	225A	Industrial	Voluntary	No

Trade Name	Trade Code	Sector	Classification	CofQ Exam?
Packaging Machine Mechanic	609C	Industrial	Voluntary	No
Painter and Decorator - Commercial and Residential	404C	Construction	Voluntary	Yes
Painter and Decorator - Industrial	404D	Construction	Voluntary	Yes
Parts Technician	240P	Service	Voluntary	Yes
Pattern Maker	443A	Industrial	Voluntary	Yes
Plumber	306A	Construction	Compulsory	Yes
Pool, Hot Tub and Spa - Installer	237T	Service	Voluntary	No
Pool, Hot Tub and Spa - Service Technician	237S	Service	Voluntary	No
Powered Lift Truck Technician	282E	Motive Power	Voluntary	Yes
Powerline Technician	434A	Construction	Voluntary	Yes
Precast Concrete Erector	244K	Construction	Voluntary	No
Precast Concrete Finisher <sup>2</sup>	244L	Construction	Voluntary	No
Precision Metal Fabricator	200G	Industrial	Voluntary	No
Pressure Systems Welder	456P	Industrial	Voluntary	Yes
Process Operator - Food Manufacturing	246T	Industrial	Voluntary	No
Process Operator - Power	246R	Industrial	Voluntary	No
Process Operator - Refinery, Chemical and Liquid Processes	246F	Industrial	Voluntary	No
Process Operator - Wood Products	246W	Industrial	Voluntary	No
Pump Systems Installer	263F	Industrial	Voluntary	No
Railway Car Technician	268R	Industrial	Voluntary	Yes
Recreation Vehicle Technician	690H	Motive Power	Voluntary	Yes
Refractory Mason	401R	Construction	Voluntary	No
Refrigeration and Air Conditioning Systems Mechanic	313A	Construction	Compulsory	Yes
Reinforcing Rodworker	452A	Construction	Voluntary	Yes
Relay and Instrumentation Technician	288R	Industrial	Voluntary	No
Residential Air Conditioning Systems Mechanic	313D	Construction	Compulsory	Yes
Residential (Low Rise) Sheet Metal Installer	308R	Construction	Compulsory	Yes
Restoration Mason <sup>2</sup>	244H	Construction	Voluntary	No
Retail Meat Cutter	245R	Service	Voluntary	No
Roll Grinder/Turner	602H	Industrial	Voluntary	No
Rofer	449A	Construction	Voluntary	Yes
Saddlery	219C	Service	Voluntary	No
Saw Filer/Fitter	611B	Industrial	Voluntary	No
Sheet Metal Worker	308A	Construction	Compulsory	Yes
Ski Lift Mechanic	297A	Industrial	Voluntary	No
Small Engine Technician	435A	Motive Power	Voluntary	Yes
Special Events Coordinator	297B	Service	Voluntary	No
Sprinkler and Fire Protection Installer	427A	Construction	Voluntary	Yes
Steamfitter	307A	Construction	Compulsory	Yes
Surface Blaster	278B	Industrial	Voluntary	Yes
Surface Mount Assembler	630B	Industrial	Voluntary	No
Terrazzo, Tile and Marble Setter <sup>2</sup>	241A	Construction	Voluntary	Yes
Thin Film Technician	225F	Industrial	Voluntary	No
Tire, Wheel and Rim Mechanic <sup>2</sup>	295A	Motive Power	Voluntary	No
Tool and Cutter Grinder	602C	Industrial	Voluntary	No
Tool and Gauge Inspector	239B	Industrial	Voluntary	No
Tool and Die Maker	430A	Industrial	Voluntary	Yes
Tool/Tooling Maker	630T	Industrial	Voluntary	Yes
Tractor-Trailer Commercial Driver	638A	Industrial	Voluntary	No
Transmission Technician	310D	Motive Power	Compulsory	Yes
Truck and Coach Technician	310T	Motive Power	Compulsory	Yes
Truck-Trailer Service Technician	310J	Motive Power	Compulsory	Yes
Turf Equipment Technician	421C	Motive Power	Voluntary	No
Utility Arborist	444B	Service	Voluntary	Yes
Water Well Driller	605B	Industrial	Voluntary	No
Welder	456A	Industrial	Voluntary	Yes
Wooden Boat Rebuilder	211W	Service	Voluntary	No