Information Sheet
Apprentice Training Award

The Apprentice Training Award is a $1,000 financial award for registered apprentices who are "Unemployed in the Trade" and attending second, third or fourth period technical training on or after August 1st, 2016.

Eligibility

To be eligible, an apprentice must:

- be registered in the Alberta apprenticeship program for at least 30 consecutive days immediately prior to the start of technical training,
- be registered in a second, third or fourth period technical training class at an approved training provider on or after August 1, 2016,
- be "Unemployed in the Trade" for at least 30 consecutive days immediately prior to the start of technical training, and
- not be a previous Apprentice Training Award recipient for the same training period.

"Unemployed in the Trade" means you do not have an employer holding your Contract of Apprenticeship. *If you are registered with the Boilermakers or Ironworkers Apprenticeship Administration Agencies, "Unemployed in the Trade" is defined as being on the out-of-work list. Talk with an agency apprenticeship coordinator for more details.*

General process

1. Apprenticeship and Industry Training (AIT) will notify apprentices who may be eligible for the award based on the information in your MyTradesecrets account. Notification will occur on the first day of technical training.*
2. You must provide consent, your Social Insurance Number and complete a legal declaration to move forward in the process. If you are attending technical training between August 1, 2016 and July 31, 2017, you must provide this information by June 30, 2017.
3. Once eligibility has been determined and verified, a cheque will be mailed to the address in your MyTradesecrets account.

   **If you've attended technical training since August 1, 2016, or are attending technical training right now, you should have received notification in your MyTradesecrets account.*

What you can do today

It's important that AIT has your up-to-date information.

1. Log into your MTS account, check the **Profile** page, and ensure your contact information is correct.
2. Bring or mail in your Notice of Release of Contract of Apprenticeship card (Release Card) to AIT. You can verify if the card has been sent in by logging onto your MyTradesecrets account. Then go to the **Applications** tab, and click **Details** beside your apprenticeship application.

   If you are registered with the Boilermakers or Ironworkers Apprenticeship Administration Agencies, you are not required to submit a Release Card. If you may be eligible for the award, talk to your agency apprenticeship coordinator to ensure your employment records are up-to-date.
3. Bring or mail in your record book so your hours are up-to-date.
4. Register and attend technical training.

For more information:

Visit Tradesecrets.alberta.ca → Financial Assistance → Awards

or

Call the Apprenticeship and Industry Training Information Line at 1-800-248-4823

2017-February-13