

LIFE AFTER OYAP – WHAT'S NEXT?

During OYAP:

- you may have been signed on as an official apprentice
- A Ministry of Training , Colleges and Universities (MTCU) representative will have met with you to explain the procedures and to give you a Training Standards Book for your trade
- You received a Proof of Apprenticeship Card in the mail, if signed on
- Your employer will have “signed off” on your skills and hours at your co-op placement in your Training Standards Book (regardless if signed as apprentice or participating on OYAP)

Near the End of your Placement/ OYAP:

- Discuss with your employer your intentions to pursue apprenticeship, either with their company or another
- Request a letter of reference
- Gather and keep documentation together in one place including evaluations, letters of reference, Training Standards Book, Proof of Apprenticeship Card, SIN
- Ensure skills and hours are “signed off” in your Training Book
- Decide if you are going to complete training at college or through apprenticeship/ workplace pathway
- Update your resume and highlight your skills and experience that relates to your career choice

Upon Graduation:

- Take a copy of your grade 12 diploma to your local MTCU office
- If continuing as an apprentice with former co-op employer, advise MTCU
- If changing employers, forward information to MTCU and a new Training Agreement will be generated
- Employer calls MTCU to arrange for training consultant visit
- Keep MTCU up to date as to your current contact information

- Contact Ontario College of Trades (OCOT)

While Working as an Apprentice:

- Keep MTCU and OCOT up to date as to your current contact information
- MTCU will contact you as to when and where Level 2 training is occurring and mail you an Offer Of Classroom Training
- Keep up your membership with the Ontario College of Trades
- You can collect EI while attending your apprenticeship training
- Apply for incentive grants upon training completion if you are in a Red Seal Trade
- Upon completion of apprenticeship, write provincial qualification exam and receive Certificate of Qualification (if applicable; some trades are voluntary)

Having trouble finding an employer?

- Use your local Job Connect office to help find an employer sponsor
- Search newspaper job ads and job postings on internet sites (on line job banks)
- Call local companies listed in the yellow pages of your phone directory
- Contact local trade union
- Network! Ask friends, neighbours, teachers etc.

Important Last Notes:

You have 90 days upon registration as an apprentice to become a member of OCOT. Failure to do so will result in the cancellation of your Training Agreement.

MTCU will sign you as an apprentice under the following conditions:

- You have demonstrated commitment to your chosen trade (courses, OYAP, co-op, employment)
- Your employer is qualified, has room in his/her ratio and intent to continue with your apprenticeship
- You intend to commit to the trade as a career

Questions? Contact... Your Local MTCU Office:

135 North Front Street, Belleville K8P 3B5
613-968-5558 or 1-800-953-6885