

**PRINT CLEARLY - IN INK**

**CURRENT date:** \_\_\_\_\_ **CIRCLE CURRENT Grade:** 10 or 11 or 12  
mm / dd / yy

Name: \_\_\_\_\_  
Last First Middle

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street address City Postal Code

School: \_\_\_\_\_ Transition Coordinator/Counselor: \_\_\_\_\_

School District#: \_\_\_\_\_ Pen#: \_\_\_\_\_

For assistance or more information, please contact your school's Trades & Transitions Coordinator/Counselor or Wendy Blaskovic at wblaskovic@tru.ca , 250.852.7187

**HOW TO APPLY?**

- Step 1: Complete all sections of the application.
- Step 2: Submit your application to your school's Transitions Coordinator.
- \*Note: Applications are submitted to your school and school district **first**, not to TRU's Trades and Technology.
- Grade 10 Students Applying:** Early Application deadline in May 8, 2015.

Required items checklist:		Page	Completed & Enclosed
1.	Applicant Contact Info / Application Checklist	1	<input type="checkbox"/>
2.	TRU Registration Form	2	<input type="checkbox"/>
3.	ACE IT Program Selection Page	3	<input type="checkbox"/>
4.	Program Policies & Accuplacer Approval	4	<input type="checkbox"/>
5.	Applicant Profile Chart	5	<input type="checkbox"/>
6.	Applicant Evaluation #1	6	<input type="checkbox"/>
7.	Applicant Evaluation #2	7	<input type="checkbox"/>
8.	Applicant Evaluation #3	8	<input type="checkbox"/>
9.	Applicant Evaluation #4	9	<input type="checkbox"/>
10.	Estimated Program costs (kept by applicant)	10	Keep this for your records
11.	ITA Sponsorship Form	11-15	<input type="checkbox"/>
12.	High School Transcripts (most current)		Attach to Application
13.	Application Fee - \$27.03 (payable to Thompson Rivers University)		Attach to Application

**KEEP A COPY**

**You are strongly encouraged to keep a copy of your application, as well as, all future forms, paperwork and emails for your personal records.**

# TRU > Career Technical Centre Trades Foundation Programs

> Dual CREDIT PROGRAMS

CIRCLE the year your chosen ACE IT program takes place.

Application for Admission to TRU >

Feb 2015   July/Aug/Sept 2015   Feb 2016   2016/2017

PEN ID    -    -         TRU Student ID

SIN    -    -

Legal Last Name:

First:       Middle:

Mailing Address: \_\_\_\_\_      Gender: Male  Female

\_\_\_\_\_      Email Address: \_\_\_\_\_

City: \_\_\_\_\_      Phone: (      ) \_\_\_\_\_

Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_      Birthdate: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_

Emergency Phone: \_\_\_\_\_

Please check this box if you wish to be identified as an Aboriginal person

An Aboriginal person is identified in accordance to the Constitution Act of 1982, Part II, section 35(2), as "an Indian, Métis or Inuit person of Canada".

If you have chosen to identify yourself as an Aboriginal person, for statistical purposes, we invite you to select one or more of the three options that best describe your Aboriginal identity.

Indian/First Nation  
(including Status, non-Status, Treaty and non-Treaty)

Métis       Inuit

Foundation Program Name: \_\_\_\_\_

Start Date : \_\_\_\_\_

Do you want to be included in the Student Directory? Yes  No   
(blank response will be treated as 'Yes')

School Currently Attending: \_\_\_\_\_ Grade Completed: \_\_\_\_\_

Sponsoring School District or Independent School: \_\_\_\_\_

Residency during the previous year: British Columbia  Other \_\_\_\_\_

Citizenship Status: Canadian Citizen  Permanent Resident  Student VISA

PARENT — Name (Please print): \_\_\_\_\_ Signature: \_\_\_\_\_

SCHOOL — Name/Position: \_\_\_\_\_ Signature: \_\_\_\_\_

Prior to the start of the post-secondary training, **\$275.00** cheque for the non-refundable TRU Application Processing Fee will be requested from the applicant. A service charge for any NSF or returned cheques will be assessed.

I agree to allow TRU to forward transcripts directly to my school district and the Industry Training Authority of BC.


**STUDENT SIGNATURE**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**DECLARATION:** I understand and agree that (i) this is an application for a TRU program only and is subject to the limitation of available resources; (ii) any misrepresentation of information in this application may result in the cancellation of my admission or registration; (iii) information placed in my student record will be used for the purpose of admission, registration, record keeping, including release to the TRU Foundation and TRU Alumni Association for use in affinity programs, or for a use consistent with these purposes; and (iv) if I am admitted to a program, I am subject to the policies and rules of TRU. I certify that all statements on this application are true and complete and I authorize TRU to verify them.

For Office Use Only



THOMPSON RIVERS UNIVERSITY  
KAMLOOPS, BC

## ACE IT Program Selection

CHECK FOR UPDATES ONLINE AT: <http://www.tru.ca/trades/programs/aceit/apply.html>

Student Name: \_\_\_\_\_

Secondary School: \_\_\_\_\_

Summer/Fall Intake-Semester 1 PROGRAMS	DATES <i>List of programs based on start dates – earliest to latest</i>	1 <sup>ST</sup> CHOICE	2 <sup>ND</sup> CHOICE
<b>CARPENTRY LEVEL 1 &amp; 2</b> • Potential to earn Level 1 and 2 in this one program	July - March		
<b>PIPING FOUNDATION</b> • <u>Covers:</u> Steam/pipefitting, Sprinklerfitting, Gasfitting, Plumber	July - January		
<b>ELECTRICAL, CONSTRUCTION FOUNDATION</b>	August - January		
<b>HEAVY MECHANICAL FOUNDATION</b> • <u>Covers:</u> Heavy Duty Equipment Technician, Truck & Transport Mechanic, Diesel Engine Mechanic, Transport Trailer Technician	August – March		
<b>HORTICULTURE FOUNDATION</b>	August – April		
<b>MEAT CUTTER/RETAIL MEAT PROCESSING FOUNDATION</b>	August - May		
<b>WELDING FOUNDATION</b> • Earn levels 1 & 2 during this Foundation program	August – February 1. Morning 2. Afternoon		
<b>PROFESSIONAL COOK LEVEL 1</b>	September – April		
<b>AUTOMOTIVE SERVICE TECHNICIAN FOUNDATION</b>	September - April		
<b>INDUSTRIAL INSTRUMENTATION MECHANIC FOUNDATION</b>	N/A		

Winter Intake-Semester 2 PROGRAMS	DATES <i>List of programs based on end dates – earliest to latest.</i>		
<b>PIPING FOUNDATION</b> • <u>Covers:</u> Gasfitting, Plumbing Sprinklerfitting, Steam/Pipefitting	February - July		
<b>CARPENTRY/JOINERY FOUNDATION</b> • Potential to earn Level 1 in each trade in this one program.	February - August		
<b>ELECTRICAL , CONSTRUCTION FOUNDATION/LEVEL 1</b>	February - August		
<b>HEAVY MECHANICAL FOUNDATION</b> • <u>Covers:</u> Heavy Duty Equipment Technician, Truck & Transport Mechanic, Diesel Engine Mechanic, Transport Trailer Technician	February - August		
<b>WELDING FOUNDATION</b> • Earn levels 1 & 2 during this Foundation program	February - August		
<b>INDUSTRIAL INSTRUMENTATION MECHANIC</b>	TBA until Feb 2016		

### IMPORTANT

#### Dates:

- Dates are approximate and during a student's grade 12 year.
- Dates are subject to change at any time due to funding and scheduling decisions.

#### Choices:

- Maximum of 2 programs can be picked from the total list of programs available.
- Program details may change at any time due to funding and scheduling decisions.

#### Note:

- All programs are subject to funding approval from the ITA and TRU.

## TRU ACE IT Programs Policies & Accuplacer Approval

**1. Attendance/Performance**

All students attending trades programs at Thompson Rivers University are expected to make a sincere effort to gain full benefit from their training.

In order for this to occur, regular attendance, punctuality, safe work practice and progress at an acceptable rate are necessary to maintain enrolment and to ensure success in the program.

The TRU School of Tourism and School of Trades and Technology attendance policies state a student is allowed no more than three unexcused absences (days) during the length of their post-secondary program, and two unexcused lates are counted as one unexcused absence.

**2. Withdrawing & Tuition Fees:**

If an Ace IT student withdraws from a TRU trade program, the student must sign a TRU program withdrawal form and deliver it to the TRU Transitions office. Failure to do so, may result in the sponsoring school district or independent school invoicing the student for the balance of the semester's tuition (for two-semester trades programs) or the balance of the program's tuition (for a single-term trades program).

**3. Program Costs:**

See page 10 of this application package.

**4. Accuplacer Exam Results:**

I approve TRU releasing my Accuplacer exam results for this trades program to my school district / independent school.

This student has <input type="checkbox"/> ... has not <input type="checkbox"/> ...	...received support services from their secondary school and may require on-going support ...services during post-secondary semester(s), for any of the following reasons:						
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%;"><input type="checkbox"/> Visual impairment</td> <td style="width: 33%;"><input type="checkbox"/> Documented learning disability</td> <td style="width: 33%;"><input type="checkbox"/> Hearing impairment</td> </tr> <tr> <td><input type="checkbox"/> Physical disability</td> <td><input type="checkbox"/> On-going counseling support</td> <td><input type="checkbox"/> Other: _____</td> </tr> </table> <p><b>** Students with documented disabilities may be eligible for TRU Disability Services support and should contact the TRU Disability Services office for more details, at: (office phone: 250-828-5023 or toll-free 1-888-828-6644)</b></p>		<input type="checkbox"/> Visual impairment	<input type="checkbox"/> Documented learning disability	<input type="checkbox"/> Hearing impairment	<input type="checkbox"/> Physical disability	<input type="checkbox"/> On-going counseling support	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Visual impairment	<input type="checkbox"/> Documented learning disability	<input type="checkbox"/> Hearing impairment					
<input type="checkbox"/> Physical disability	<input type="checkbox"/> On-going counseling support	<input type="checkbox"/> Other: _____					

***By signing below, we acknowledge that we have read and agree to the policies stated above.***

Also, I, \_\_\_\_\_  
 (Parent/Guardian name: please print)

have discussed this program with my son/daughter and give permission for him/her to participate in a TRU trade program as a CTC student.

_____ Applicant signature	_____ Parent/Guardian signature
_____ Date	_____ Date

### ACE IT Applicant Profile

(To be completed by the Transitions Coordinator/Counselor **WITH** the Applicant)

	Maximum Score	Student Score
1. <b>Service to School / Community:</b> (0 = no activities; 5 = some activities; 10 = many activities; 15 = very active)	15	
2. <b>Attendance</b> (unexcused absences): (0 = 15 or more; 5 = less than 15; 10 = less than 10; 15 = less than 5)	15	
3. <b>Conduct</b> (Administration's student file): (0 = needs improvement; 5 = satisfactory; 10 = good; 15 = excellent)	15	
4. <b>Course Work Ethic</b> (1 <sup>st</sup> semester report & mid-2 <sup>nd</sup> semester report; 8 courses max.): (each G = 2; each S = 1)	16	
5. <b>Course Grades</b> (1 <sup>st</sup> semester report and mid-2 <sup>nd</sup> semester report): (%average of courses / 100 x 15) (please round to 2 decimal places)	15.00	
6. <b>Grade 9 / 10 /11 Tech. Ed. Course, or trades related experience:</b> (0 = no; 5= yes)	5	

**Total Score:**  
Max. 81.00

Note: The Applicant Profile score will be 70% of the total application score and the average of the 4 Applicant Evaluation forms (next 4 pages) will be 30% of the total application score.

### School/Transition Coordinator/Career Counselor Support

I \_\_\_\_\_ recommend that \_\_\_\_\_  
Transition Coordinator/Counselor Applicant

**be given consideration for placement into a TRU trade program.**

This applicant's core grade 10, 11 and 12 secondary school courses will be completed prior to the post-secondary training start-date, for this applicant's requested trade program.

**Yes / No**  
(circle one)

If **No**, state which course(s) will not be completed prior to the post-secondary start-date and how the course(s) will be completed.

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Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Transitions Coordinator / Counselor

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Applicant

**ACE IT Applicant Evaluation #1**  
 (To be given by the Applicant to a Teacher; the Teacher will deliver the completed form to the Transitions Coordinator/Counselor)

Applicant Name: \_\_\_\_\_  
Last (please print) First (please print)

School: \_\_\_\_\_

Scoring legend for each of the following categories: (3 = Excellent; 2 = Good; 1 = Satisfactory)	Student Score
1. Maturity	
2. Accuracy / ability to follow instructions	
3. Enthusiasm and interest	
4. Adaptable (adjusts to new situations)	
5. Follows through on assigned tasks	
6. Attendance	
7. Punctuality	
8. Shows motivation to learn new skills	
9. Ability to work independently	
10. Has positive attitude towards work	
11. Accepts constructive criticism	
12. Makes changes as a result of constructive criticism	
<b>Total Score: (36 maximum)</b>	

Evaluation completed by:

\_\_\_\_\_  
 Teacher (Print Name)

\_\_\_\_\_  
 Course Taught

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

**ACE IT Applicant Evaluation #2**  
 (To be given by the Applicant to a Teacher; the Teacher will deliver the completed form to the  
 Transitions Coordinator/Counselor)

Applicant Name: \_\_\_\_\_  
Last (please print) First (please print)

School: \_\_\_\_\_

Scoring legend for each of the following categories: (3 = Excellent; 2 = Good; 1 = Satisfactory)	Student Score
1. Maturity	
2. Accuracy / ability to follow instructions	
3. Enthusiasm and interest	
4. Adaptable (adjusts to new situations)	
5. Follows through on assigned tasks	
6. Attendance	
7. Punctuality	
8. Shows motivation to learn new skills	
9. Ability to work independently	
10. Has positive attitude towards work	
11. Accepts constructive criticism	
12. Makes changes as a result of constructive criticism	
<b>Total Score: (36 maximum)</b>	

Evaluation completed by:

\_\_\_\_\_  
 Teacher (Print Name)

\_\_\_\_\_  
 Course Taught

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

### ACE IT Applicant Evaluation #3

(To be given by the Applicant to a Teacher; the Teacher will deliver the completed form to the Transitions Coordinator/Counselor)

Applicant Name: \_\_\_\_\_  
Last (please print) First (please print)

School: \_\_\_\_\_

Scoring legend for each of the following categories: (3 = Excellent; 2 = Good; 1 = Satisfactory)	Student Score
1. Maturity	
2. Accuracy / ability to follow instructions	
3. Enthusiasm and interest	
4. Adaptable (adjusts to new situations)	
5. Follows through on assigned tasks	
6. Attendance	
7. Punctuality	
8. Shows motivation to learn new skills	
9. Ability to work independently	
10. Has positive attitude towards work	
11. Accepts constructive criticism	
12. Makes changes as a result of constructive criticism	
<b>Total Score: (36 maximum)</b>	

Evaluation completed by:

\_\_\_\_\_  
 Teacher (Print Name)

\_\_\_\_\_  
 Course Taught

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)



**ACE IT Applicant Evaluation #4**  
 (To be given by the Applicant to a Teacher or a non-relative Employer; the Teacher/Employer will deliver the completed form to the Transitions Coordinator/Counselor)

Applicant Name: \_\_\_\_\_  
Last (please print) First (please print)

School: \_\_\_\_\_

Scoring legend for each of the following categories: (3 = Excellent; 2 = Good; 1 = Satisfactory)	Student Score
1. Maturity	
2. Accuracy / ability to follow instructions	
3. Enthusiasm and interest	
4. Adaptable (adjusts to new situations)	
5. Follows through on assigned tasks	
6. Attendance	
7. Punctuality	
8. Shows motivation to learn new skills	
9. Ability to work independently	
10. Has positive attitude towards work	
11. Accepts constructive criticism	
12. Makes changes as a result of constructive criticism	
<b>Total Score: (36 maximum)</b>	

Evaluation completed by:

\_\_\_\_\_  
 Teacher / Employer (Print Name)

\_\_\_\_\_  
 Course Taught / Employee’s Job Position

\_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Date)

Program Costs for ACE IT Students

(Fees listed are based on 2014/15 rates and are subject to change)

HOW MUCH WILL THIS COST?	OTHER COSTS *
<p>Students/families are responsible for the following 4 costs: (Details Noted Below)</p> <p><b>1. Books Ancillary</b>                      <b>2. Fees</b>                      <b>3. Tools and Safety Gear</b>  <b>4. Extended Medical and/or Dental (Optional)</b> \$248.00 Value. See details below.</p>	<p>TRU Application Fee            \$27.03                      Accuplacer Exam Fee        \$35.00                      (Accuplacer rewrites \$25)</p>

**EXTENDED HEALTH AND/OR DENTAL PLAN:**

ACE IT students are automatically enrolled and charged \$248.00 for Extended Medical and Dental Coverage.

If ACE IT students are covered by another Extended Health and/or Dental Plan, it is the **student's/family's responsibility** to contact the TRU Student Union Office to opt out of the plan. If you do not opt out officially within 30 days of the program starting, you will be automatically charged \$248.00.

Contact: <http://trusu.ca/index.php/section/133>.

**ESTIMATED COSTS YOU ARE RESPONSIBLE FOR (THE FOLLOWING COSTS ARE ESTIMATED AND NOT COVERED BY YOUR SCHOOL DISTRICT.)**

*\*Note: Ancillary Fees must be paid before your program begins.*

**Note: Do not purchase program materials until you have attended the required Orientation and meet with your instructor. Your instructor will advise you when the materials must be purchased.**

<p><b>Automotive Service Technician 1</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$950.00</li> <li>• Learning guides and textbooks                      \$460.00</li> <li>• CSA work boots, clear safety glasses, 3 pair coveralls                      \$300.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1760.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2688.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Heavy Mechanic</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$1120.00</li> <li>• Learning guides and textbooks                      \$675.00</li> <li>• CSA Work Boots, clear safety glasses, 2 pair hi-vis 100% cotton coveralls                      \$350.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$2195.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$3250.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Parts and Warehousing Person 1</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$620.00</li> <li>• Learning guides and textbooks                      \$450.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      \$50.00</li> <li>• Clear safety glasses    <u>\$20.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1140.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$1792.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Horticulture</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$1075.00</li> <li>• Learning Guides, textbooks                      \$400.00-600.00</li> <li>• Boots pruners, safety glasses, drafting equipment, etc                      \$150.00-\$250.00</li> <li>• Pesticide certification and exam                      \$200.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1875-\$2175.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$3150.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Professional Cook 1</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    (\$500 in the Fall, \$500 in the Winter) \$1000.00</li> <li>• Learning Guides and Textbook                      \$350.00</li> <li>• Knife Set &amp; tools    350.00</li> <li>• 3-ring binder, paper, pens, lock etc.                      30.00</li> <li>• Uniform Laundry fee    100.00</li> <li>• Pants    <u>70.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1900.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$3000.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Meat Cutter / Retail Meat Processing</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$1130.00</li> <li>• Learning Guides, Manual    \$220.00</li> <li>• Tool package containing: Apron, clear safety glasses, Scabbard, Knife Set, sharpening stones/guide                      \$250.00</li> <li>• Gloves, Gum Boots, Padlock (key type)                      \$45.00</li> <li>• 3-ring binder, paper, pens, calculator etc.                      \$30.00</li> <li>• Uniforms (refundable deposit)                      <u>\$150.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1825.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$3250.00</p>	<p><b>Welding 1</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$900.00</li> <li>• Learning guides, Manuals    \$300.00</li> <li>• Tool box with hand tools    \$250.00</li> <li>• Safety Gear: Welding Helmet, Oxy-fuel Welding Goggles Welding Cap (with peak), Leather Welding Jacket, Coveralls, Leather Gloves, clear safety glasses, Leather CSA Work Boots    \$500.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.    <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$2000.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2510.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Carpentry</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$725-950.00</li> <li>• BC Building Code Book, Learning Guide &amp; Text                      \$400-600.00</li> <li>• CSA Work Boots, Hard Hat, clear safety glasses                      \$150.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1350-\$1750.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2151.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Carpentry/Joinery (Cabinet Making)</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$760.00</li> <li>• Learning Guides, Manuals    \$370.00</li> <li>• CSA Work Boots, clear safety glasses                      \$150.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1330.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2150.00-\$2240.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Electrician OR Electrician / Industrial Instrument Mechanic</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$725-960.00</li> <li>• Electrical Code Book, Learning Guides, Manuals                      \$350.00</li> <li>• Hand tools and basic tool pouch                      \$400.00</li> <li>• CSA Work Boots, clear safety glasses                      \$150.00</li> <li>• Scientific Calculator (non-programmable) (Sharp EL-520W is recommended model)                      \$30.00</li> <li>• 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$1705 to -\$1940.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2151.00-\$2700.00</p> <hr style="border: 0; border-top: 1px solid black; margin: 5px 0;"/> <p><b>Piping Trades</b></p> <ul style="list-style-type: none"> <li>• Ancillary Fees    \$775.00</li> <li>• Learning Guides, Manuals    \$550.00</li> <li>• Tool box with hand tools    \$375.00</li> <li>• CSA Work Boots, clear safety glasses, 3 sets coveralls (1 set insulated, or jacket)                      \$350.00</li> <li>• Calculator, 3-ring binder, paper, pens, etc.                      <u>\$50.00</u></li> <li style="text-align: right;"><b>Total</b>    <b><u>\$2100.00</u></b></li> </ul> <p style="text-align: center;">*Tuition (Paid by sponsoring School District) = \$2240.00</p>
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**YOUTH** **ACE IT**  
**APPRENTICE AND SPONSOR**  
**REGISTRATION FORM**

ITA Customer Service  
 800 - 8100 Granville Ave  
 Richmond, BC V6Y 3T6  
 Tel: 778-328-8700  
 Fax: 778-328-8701  
 Toll Free: 1-866-660-6011  
 customerservice@itabc.ca

Please complete the relevant portions of this form and print clearly. Mandatory fields are indicated in **BOLD**. Please return completed and signed registration form to the school district/board authority contact. SSA and ACE IT students must be registered via the Youth online registration system using the information from this SSA/ACE IT registration form. Provide both the student and the sponsor (if SSA) signed copies of the registration form and file the original in the student's permanent records for audit purposes.

Please indicate the purpose of your request:

\* **Bold Fields are Mandatory**

**A. Apprentice Information**

Please indicate if this is a <input type="checkbox"/> <b>New Registration</b> <input type="checkbox"/> <b>Update of a previous Registration</b>		ITA Individual ID #:(leave blank for new registration)
* <b>Legal First Name:</b>	Legal Middle Name (s):	* <b>Legal Last Name:</b>
* <b>Date of Birth (MM/DD/YYYY):</b>	* <b>Gender:</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	PEN:
Suite Number:	* <b>Mailing Address:</b>	
* <b>City:</b>	* <b>Province:</b>	* <b>Postal Code:</b>
* <b>Phone Number:</b> (   )	Secondary Phone Number: (   )	* <b>Email Address:</b>
* <b>High School Graduation Date (MM/DD/YYYY):</b>	* <b>Name of School:</b>	* <b>Have you participated in a Yes 2 It activity?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
Do you identify yourself as an aboriginal person? <input type="checkbox"/> Yes <input type="checkbox"/> No		If yes are you: First Nations <input type="checkbox"/> Métis <input type="checkbox"/> Inuit <input type="checkbox"/>

\*All communication from ITA will be sent to the e-mail address provided.

**B. Sponsor/Employer Information**

* <b>Name of Sponsor Organization:</b>	ITA Sponsor ID # (if already registered):	Supervising Tradesperson Contact Name (SSA only): * <b>First &amp; Last:</b> * <b>Certificate # or Sign-Off Authority #:</b>
* <b>Contact Person:</b>		* <b>E-mail:</b>
Suite Number:	* <b>Mailing Address:</b>	
* <b>City:</b>	* <b>Province:</b>	* <b>Postal Code:</b>
Phone Number and Extension: (   )	Fax Number: (   )	

**C. Program Information**

**ACE IT**

Program Type (Select one): <input type="checkbox"/> Level 1 <input type="checkbox"/> Foundation <input type="checkbox"/> Level 2	ACE IT Intake (MM/YYYY):	Program Start Date (MM/DD/YYYY):	Program End Date (MM/DD/YYYY):
* <b>Trade Name:</b>			

**SSA**

* <b>Trade Name:</b>	School District:
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**YOUTH** **FACE IT**  
**APPRENTICE AND SPONSOR**  
**REGISTRATION FORM**

ITA Customer Service  
800 - 8100 Granville Ave  
Richmond, BC V6Y 3T6  
Tel: 778-328-8700  
Fax: 778-328-8701  
Toll Free: 1-866-660-6011  
customerservice@itabc.ca

**APPRENTICE RESPONSIBILITIES, DECLARATION, AUTHORIZATION AND CONSENT**  
**(If you do not sign and date this section, your application cannot be accepted and will be returned to you.)**

**C. Agreement to Fulfill Responsibilities of Apprentice**

**I understand and agree that it is my responsibility to:**

- Complete the required work-based training and practical experience under the direction of a qualified individual as assigned by the Sponsor;
- Self-manage the Technical Training component of my apprenticeship in consultation with my sponsor by:
  - scheduling and registering myself into and successfully completing required Technical Training at an ITA-approved training institution of my own choice, OR
  - successfully challenging the required Technical Training or Level where a challenge assessment exists;
- Meet any additional requirements of the Industry Training Program as outlined in the Industry Training Program Profile.

**D. Accuracy of Information Provided**

**I declare that:**

all information I have provided or will provide to the Industry Training Authority ("ITA") in the future is true and complete.

**I agree to:**

immediately notify the ITA regarding any future changes to information I have provided.

**I acknowledge that:**

if I provide untrue information or false documents to the ITA, or fail to provide information or documents requested by them:

- I may be denied assessment,
- credit I have received toward my apprenticeship program or certification may be cancelled,
- my registration may be cancelled and I may not be allowed to re-register,
- my trade certificate issued by the ITA may be cancelled, and/or
- I may be subject to criminal prosecution.

**E. Authorization to Collect Information Inside or Outside of Canada**

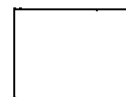
**I agree that the Industry Training Authority may:**

- request information, documents and/or records regarding my education, training, work experience and certification related to my apprenticeship program from:
  - my current and former employers
  - other government bodies or organizations that issue qualifications relating to my skills and knowledge
- contact other governments (including departments, boards and agencies), educational institutions I have attended, and current and former employers inside or outside of Canada to verify my certification, education, training and work experience; and

**And I agree to this information being given to the ITA.**

**F. Consent to Disclose Information**

I agree to allow the ITA, in accordance with the *BC Freedom of Information and Protection of Privacy Act* to use and provide to others personal information I have provided on my apprentice registration form, as well as any other information necessary for administering the apprenticeship training program in which I am registered and to provide my personal information to other agencies, regulatory authorities and ministries of municipal, provincial and federal governments where the information is necessary for them to fulfill their legal responsibilities and/or manage apprenticeship-related programs.



Apprentice Initial



**ESB YOUTH ACE IT**  
**APPRENTICE AND SPONSOR  
 REGISTRATION FORM**

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 Richmond, BC V6Y 3T6  
 Tel: 778-328-8700  
 Fax: 778-328-8701  
 Toll Free: 1-866-660-6011  
 customerservice@itabc.ca

**I also agree to information from my apprenticeship record with the ITA being provided to others as follows:**

- To officials in other Canadian provinces/territories: Disclosure of any information collected on my apprentice registration form; verification of my certification, education, training and work experience; results of my assessments / examinations; and status of my application and apprenticeship to determine my eligibility for trade certification programs;
- To my sponsor: Disclosure of my examination/assessment results and other information regarding my apprenticeship program which ITA believes is necessary for meeting the responsibilities of a sponsor.
- To an approved training provider where I am currently applying or registered for apprenticeship training: Disclosure of the records of my previous apprenticeship technical training or other related information necessary for delivery and administration of the training program.
- To agencies and ministries of the provincial and federal governments: Disclosure of information required for determining my eligibility for financial assistance (including but not limited to federal or provincial tax credits, tool allowances, employment insurance or supplementary or enhanced apprenticeship benefits, federal or provincial incentive or completion grants, or scholarships).
- To government organizations or private service providers including Industry Training Organizations (ITOs): Disclosure of information required for purposes of verifying my prior education, training, work experience and qualifications.

**G. Option to receive some course notifications (This Section must be Completed by Apprentice)**

Apprentices are personally responsible for seeking, organizing, and registering themselves in training with ITA-approved institutions. You may find it helpful to receive some notifications directly from approved trainers or from ITOs contracted by ITA of available courses that lead to certification in your training program. Notifications are NOT sent for all courses.

**Select appropriate statement:**

- The ITA may provide** my contact information to ITA-approved public and private training institutions and the ITO responsible for the trade in which I am apprenticing so they may notify me of scheduled training courses that lead to certification in my current apprenticeship training program. I understand notification may not be sent for all courses.
- The ITA may NOT provide** my contact information to ITA-approved public and private training institutions or the ITO responsible for the trade in which I am apprenticing so they may notify me of scheduled training courses that lead to certification in my current apprenticeship training program.

**NOTE TO APPRENTICE:**

*If you have a question or concern about ITA's use of your personal information, contact an ITA Customer Service Representative. From within Vancouver call: 778-328-8700; From outside Vancouver call toll free: 1-866-660-6011*

**H. Apprentice Signature**

**"By my signature below, I signify that I have read, understand and agree to sections C through G of this registration form."**

Apprentice's Signature:	Date (MM/DD/YYYY):
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Apprentice Initial



**YOUTH  
APPRENTICE AND SPONSOR  
REGISTRATION FORM**

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Fax: 778-328-8701  
Toll Free: 1-866-660-6011  
customerservice@itabc.ca

**SPONSOR RESPONSIBILITIES AND DECLARATION**

**(If you do not sign and date this section, your application cannot be accepted and will be returned to you.)**

**I. Agreement to Fulfill Responsibilities of Sponsor**

**I understand and agree that it is my responsibility to:**

- Ensure the Apprentice receives training and related practical experience under the direction of a qualified individual (certified Tradesperson or other(s) specified in the Industry Training Program Profile, OR holder of an ITA-issued letter authorizing supervision and sign-off of apprentices in the trade), in a work environment conducive to learning the tasks, activities and functions that form the Industry Training Program in which the Apprentice is registered;
- Enable the Apprentice to regularly attend Technical Training that is required under the Apprentice's Industry Training Program;
- Submit all forms and documents required by the Industry Training Authority to verify completion of the established standards for the Industry Training Program;
- Recommend the Apprentice for certification when the Apprentice has met the established standards for that program and in the view of the sponsor and qualified individual is performing at the level of a Certified Tradesperson in the trade.

**J. Accuracy and Currency of Information Provided**

**I declare that:**

- the apprentice's work-based training will be performed under the direction of a qualified individual as defined in section I. above; and
- all information I have provided or will provide in the future to the Industry Training Authority is true and complete.

**I agree to:**

immediately notify the ITA regarding any future changes to information I have provided.

**I acknowledge that:**

if I knowingly provide untrue information or false documents to the ITA regarding my apprentice, or fail to provide information or documents requested by them:

- my apprentice may be denied assessment,
- credit my apprentice has received toward completion of the apprenticeship program or certification may be cancelled,
- my apprentice's registration may be cancelled and the apprentice may be prevented from re-registering,
- a trade certificate issued by the ITA to my apprentice based on the said information I provided may be cancelled, and/or
- I may be subject to criminal prosecution.

**K. Sponsor Signature**

**"By my signature below, I signify that I have read, understand and agree to sections I through J of this registration form."**

Sponsor's Signature:	Date (MM/DD/YYYY):
Parent/Guardian's Signature:	Date (MM/DD/YYYY):
SD/BA Contact's Signature:	Date (MM/DD/YYYY):