



## Achievement in Business Competencies (Blue Seal) Program

The Achievement in Business Competencies (Blue Seal) Program is a credential offered by Northwest Territories (NWT) Apprenticeship, Trade and Occupation Certification (ATOC) to individuals with a valid Journeyman Certificate, Occupational Certificate, or another valid trade certificate recognized in the NWT.

The Blue Seal Program was established by Alberta Apprenticeship and Industry Training (AIT) to encourage and recognize business training. If you are certified in a designated trade or occupation, earning a Blue Seal proves that you not only meet high industry standards, but you also have the knowledge and drive to develop your business skills and succeed in business.

For a list of approved subject areas and institutions, please visit: [www.ece.gov.nt.ca/BlueSeal](http://www.ece.gov.nt.ca/BlueSeal).

### Goals

Achievement in Business Competencies (Blue Seal) Program is designed to **meet three goals:**

- 1) Encourage the continuation of learning after achieving their certification.
- 2) Encourage the development of business skills.
- 3) Encourage entrepreneurship.

### Benefits

Holding a Blue Seal demonstrates that a Journeyman or Occupational Certificate holder has successfully achieved a reasonable level of business education (150 hours) and knowledge of various approved business subject areas.

You will develop valuable business and management knowledge to supervise a team, manage finances, or even start your own business. It is an investment in your career in your trade.

NWT Journeymen or Occupational certificate holders who complete the Achievement in Business Competencies (Blue Seal) Program may move into leadership, supervisory, entrepreneurial or other roles.

### How to apply

To obtain an Achievement in Business Competencies (Blue Seal) Certificate you must:

- Complete one of the following:
  - One or more programs of study approved by ATOC (NWT) that total at least 150 hours of study, **OR**
  - 150 hours of study in one or more of the approved subject areas through a recognized training provider, **OR**
  - A combination of programs of study approved by ATOC (NWT) and courses of study in one or more of the approved subject areas through a recognized training provider to equal at least 150 hours of study
- Pay the \$50.00 non-refundable application fee
- Complete and submit the application form with a copy of your transcripts and supporting documentation. It should clearly indicate:
  - Applicant name
  - Recognized training provider
  - Approved subject area(s)/course name
  - Hours of study you have completed