

We are Here to Help

How do you apply?

Contact your regional ECE Service Centre for more information.

Contact Us

Regional ECE Service Centres:

Fort Simpson.....(867) 695-7338
Dehcho Regional Education Centre

Fort Smith.....(867) 872-7425
Sweetgrass Building

Hay River.....(867) 874-5050
Courthouse Building

Inuvik.....(867) 777-7365
GNWT Multi-use Building

Norman Wells.....(867) 587-7157
Edward G. Hodgson Building

Yellowknife.....(867) 766-5100
Nova Plaza

www.ece.gov.nt.ca

If you would like this information
in another official language, call us.

Apprenticeship Training-on-the-Job

Developing workplace skills

The Apprenticeship Training-on-the-Job program helps **Northerners** take part in apprenticeship training by providing wage subsidies to **employers** who train them towards journeyperson certification.



Am I Eligible?

Employers must be:

- Licensed to operate in the Northwest Territories
- In operation for at least 6 months
- Have less than 300 employees
- One of the following:
 - Business or Corporation
 - Aboriginal Government or Organization
 - Non-governmental Organization
 - Municipal or Local Government
 - Industry Association
 - Local Housing Authority

Priority will be given to companies with less than 20 employees.

Apprentices must be:

- A resident of the Northwest Territories
- At least 16 years of age
- Able to comply with the apprentice employment requirements under the *Apprenticeship, Trade and Occupation Certification Act* and Regulations

Employer Responsibilities

Employers must:

- Pay at least minimum wage, including benefits and dues specified in the *Employment Standards Act*
- Be in good standing with the Workers' Safety & Compensation Commission
- Have the minimum required liability insurance
- Provide training that meets the term of the agreement including a qualified journey person
- Monitor, evaluate and report on the apprentice's progress
- Contribute a minimum of 20% of the apprentice's wages
- Comply with the *Apprenticeship, Trade and Occupation Certification Act* and Regulations

Financial Assistance

Financial assistance includes:

- Wage subsidies for actual hours worked
- May also include special equipment costs

The wage subsidy amount is decreased as the apprentice progresses through the levels of training.

Financial assistance is not available for apprentices in their final year of apprenticeship.

The maximum number of hours that can be subsidized under Apprenticeship Training-on-the-Job is 1560 hours within a 52 week period.

