



Information Sheet –
INAC Elementary-Secondary Education and
Post-Secondary Education National Program Guidelines (2003)

INAC Post-Secondary Education and Nominal Roll Funding and Trades Programs in BC Region

The following information is provided as a guide for students and their advisors considering the applicability of INAC Post-Secondary Education and Nominal Roll funding for students participating in trades programs.

Trades and Apprenticeship

A “trade” can be defined as earning a living through a specific skill set involving working with tools and technical instruments related to a mechanical, commercial or industrial activity. Skilled tradespeople construct, operate, maintain and fix structures, products and systems.

An apprentice is a worker who is learning a trade and is registered with the provincial/territorial authority responsible for apprenticeship and trades certification in the jurisdiction. Generally apprenticeships are divided into years or levels (eg. Level 1, 2, 3, or 4 apprentice carpenter). A journeyman is a tradesworker who has completed the requirements of an apprenticeship training program and has achieved certification as a qualified tradesworker.

In British Columbia there are several routes to become a qualified tradesperson. One route for experienced workers is to apply to write a challenge examination for certification in the trade. The other method involves completion of requirements of an apprenticeship industry training program as defined in the relevant Industry Training Program Profile. Three main avenues of entry into apprenticeship training are:

- a) completing the level 1 apprenticeship technical training (and a portion of the practical training) while in high-school (*Ace-It* or *Secondary School Apprenticeship Program*) and seeking employment as an apprentice with an industry sponsor upon graduation
- b) completing a pre-apprenticeship (foundation) trades training program where you study at a post-secondary institution to complete the level 1 technical training (and a portion of the practical training) for an apprenticeship and seeking employment as an apprentice with an industry sponsor upon graduation
- c) obtaining employment as an apprentice with an industry sponsor who supervises your work-based training hours, and periodically completing school-based technical training prescribed in the relevant Industry Training Program Profile



INAC Funding Eligibility

In the circumstances listed below, trades programs are eligible for INAC funding. (In circumstances not outlined below, please contact your local Aboriginal Human Resource Development Agreement holder to enquire about funding from Service Canada.)

Nominal Roll

A student may be funded for the Secondary Schools Apprenticeship Program under the Nominal Roll. This program leads to high school graduation (participants get credits toward their diploma plus their first level of apprenticeship). A student at a Band-operated or Provincial school may be funded for tuition and books or special equipment using Comprehensive Instructional Support Services (CISS) or Ancillary Services as the course is considered high school curriculum.

Post-Secondary Education Program

Trades programs are only eligible for INAC Post-Secondary Education funding if all of the following criteria are met:

1. The student must be eligible for support (ie. a registered Indian or Inuit, accepted into an eligible program at an eligible institution and have lived in Canada for at least 12 continuous months prior to application) **AND**
2. The institution offering the program must be eligible (ie. a public post-secondary institution, a Designated private post-secondary institution¹, or an Aboriginal post-secondary institution offering an eligible program through agreement with a public or Designated institution) **AND**
3. The program must be eligible (ie. provide a certificate, diploma or degree and be at least one academic year in length and require secondary school completion for admission)

The last point is where many trades programs do not meet the eligibility requirements for INAC Post-Secondary Education funding; for example, many trades programs only require completion of grade 10 for admission or the technical training/ classroom portion is only 6 or 8 weeks in length and not equivalent to an academic year.

IF a trades program does require secondary school completion or its equivalent for admission **AND** is at least one academic year in length, then it can be considered an eligible program (when offered at an eligible institution, as noted above). INAC allows the institution to define equivalents of “secondary school completion” and an “academic year”; generally this will be defined as a program that requires (or at least recommends) grade 12 graduation and results in at least

¹ Go to www.aved.gov.bc.ca/studentaidbc to search for Designated schools.



30 credits or includes 450 hours of classroom instruction (when a standard credit system is not used by the institution).

An academic year normally includes 6-8 months of continuous classes. There are eligible variations, however.

For example, the total technical training for an apprenticeship might include 24 weeks (over a period of 4 years). If the institution confirms this is equivalent to an academic year then it would meet this part of the program eligibility requirements². The student would generally be considered a part-time student, however, as the academic year is spread over 4 years.

A student attending an eligible trades apprenticeship program is considered full-time, however, if their technical training period is at least 12 weeks in length with no more than a two week break between levels (this could include two sets of 6 week training offered back-to-back, for example). If each technical training period is less than 12 weeks in length, a student would be considered part-time and would therefore not be eligible for a living allowance during their technical training period.³

Some trades include a foundation certificate or other classroom format where classroom training may be considered equivalent to an academic year (or more than one).

Examples of Ineligible Trades Programs (under the INAC Post-Secondary Education Program)

Please note that programs and institutions may have different formats and admission requirements. It is necessary to consider the details in each case.

Carpentry: Apprenticeship

Institution: Public

Program:

Equivalent to an Academic year (minimum): 720 hours in-school training (plus 5,000 hours on the job training) – no credits provided

Admission:

Grade 10 completion (or equivalent) – **does not meet admission requirements**

Program length:

6 weeks (x4), full-time

² BCIT, for example, now offers a Diploma of Trades Training for apprentices that have completed their 4 years of technical training at BCIT (as well as their workplace training). This provides “formal academic recognition of trades qualification and workplace learning”.

³ Canada Student Loans also follows this rule for full-time vs. part-time students engaged in apprenticeship technical training



Automotive Repair Technician: Foundation Training

Institution: Public

Program:

Equivalent to an Academic year (minimum): 900 hours in-school training – no credits provided

Admission:

English 10 and Math 10 Essentials– **does not meet admission requirements**

Program length:

30 weeks, full-time

Culinary Arts: Certificate (or Diploma)

Institution: Public

Program:

Equivalent to an Academic year (minimum): 900 hours in-school training – no credits provided

Admission:

English 10 and Math 10 – **does not meet admission requirements**

Program length:

10 months, full-time

Secondary School Apprenticeship Program (SSAP)

Institution: School District – **does not meet institution requirements**

Admission:

Grade 10 completion (or equivalent) – **does not meet admission requirements**

Program length:

One School Year

This program might be eligible for Nominal Roll funding, however.

Examples of Conditionally Eligible Trades Programs (under the INAC Post-Secondary Education Program)

Plumbing: Apprenticeship

Institution: Public

Program:

Equivalent to an Academic year (minimum): 780 hours in-school training (plus 5,620 hours on the job training) – **Institution would need to confirm (in writing) that the program was equivalent to one academic year (minimum)**

Admission:

Grade 12 completion (or equivalent) recommended

Program length:

6 weeks (x3), 8 weeks (x1), full-time

The student would be considered part-time (for INAC funding) unless they took the technical training in blocks of 12 or more weeks, in which case they could be funded for a living allowance during the technical training period.



Cosmetology Certificate

Institution: Private (Designated)

Program:

Equivalent to an Academic year (minimum): no credits outlined – **Institution would need to confirm (in writing) that the program was equivalent to one academic year (minimum)**

Admission:

Grade 12 or 19 years of age

Program Length: 10 months (full-time)

This program is provided as an example where the student file would need to include written confirmation from the institution of the program's equivalency to one academic year and that the admission requirements were equivalent to secondary school completion.

Culinary Arts: Diploma

Institution: Public

Program:

Equivalent to an Academic year (minimum): 900 hours in-school training – **Institution would need to confirm (in writing) that the program was equivalent to one academic year (minimum)**

Admission:

Grade 12 completion or equivalent with specific courses (and grades) in Math and English

Program length:

20 months, full-time

Electrical Apprenticeship: Diploma

Institution: Public

Program:

Equivalent to an Academic year (minimum): 1200 hours classroom training – **Institution would need to confirm (in writing) that the program was equivalent to one academic year (minimum)**

Admission:

High school graduation recommended or equivalent with specific courses (and grades) in Math and English

Program length:

10 weeks (x4), full-time

The student would be considered part-time (for INAC funding) unless they took the technical training in blocks of 12 or more weeks, in which case they could be funded for a living allowance during the technical training period.



Examples of Eligible Trades Programs (under the INAC Post-Secondary Education Program)

Millright Training: Certificate

Institution: Public

Program:

Equivalent to an Academic year (minimum): 48 credits

Admission:

Grade 12 completion (including specific Math and English courses)

Program length:

24 weeks, full-time

Bridge Watchman: Associate Certificate of Technical Studies

Institution: Public

Program:

Equivalent to an Academic year (minimum): 32 credits (28 credits standard program plus 4 credits of additional courses required for full Transport Canada certification)

Admission:

Grade 12 or equivalent or mature student with successful completion of Math and English pre-tests

Program length:

15 weeks full-time studies (plus two months at sea)

The student would be eligible (under INAC guidelines) for a living allowance while they completed their 2 month paid practicum (as it is full-time and for credit) but a First Nation might wish to limit this allowance through their Local Operating Policy.

Additional Information

For more information on trades training and certification contact:

Industry Training Authority

Suite 110, 2985 Virtual Way, Vancouver, BC V5M 4X7

Telephone: 778-328-8700 Fax: 778-328-8701

Toll Free (within BC outside of Greater Vancouver): 1-866-660-6011

www.itabc.ca

Alternative Sources of Funding

Human Resources and Skills Development Canada

For information on federal grants for apprentices and tax deductions for trades

call visit www.hrsdc.gc.ca or

www.hrsdc.gc.ca/en/workplaceskills/trades_apprenticeship/index.shtml

Student funding support for trades programs may be available through local Aboriginal Human Resource Development Agreement (AHRDA) organizations (www.hrdc-drhc.gc.ca/aro), subject to their specific program guidelines and availability of funds



B.C. Student Assistance Program (BCSAP)

Government loans are available to apprentice students who are registered in a training period 12 weeks or longer. Apprentices who are registered for back-to-back training with no more than a two week break between levels, and totaling a minimum of 12 weeks are also eligible. Call StudentAid BC at 1-800-561-1818 or visit www.aved.gov.bc.ca/studentaidbc/welcome.htm

Adult Basic Education Student Assistance Program (ABESAP)

The Adult Basic Education Student Assistance Program (ABESAP) is part-time funding available to students who require educational upgrading to recertify, write endorsement exams, or obtain their Trades Qualification (TQ). Call StudentAid BC at 1-800-561-1818 or visit www.aved.gov.bc.ca/studentaidbc/welcome.htm

Canada Study Grant (CSG)

The Canada Study Grant provides a non-repayable grant to apprentices in financial need in order to assist with the cost of tuition, textbooks and other training costs. Students must be registered in an eligible apprenticeship program and meet income requirements. Visit

www.hrsdc.gc.ca/en/learning/canada_student_loan/index.shtml

BC Training Tax Credit Program

Visit www.sbr.gov.bc.ca/business/Income_Taxes/ttc or contact Ministry of Small Business and Revenue at 1 800 663-7867

Aboriginal Learning Links (ALL)

For up to date information on Funding Support for Aboriginal students visit

www.aboriginallearning.ca

Institutions may offer bursaries, scholarships or other sources of financial assistance specific to trades or technical programs.