

OYAP COMMITMENT & NEXT STEPS



ONTARIO YOUTH APPRENTICESHIP PROGRAM:

Students are integrated with regular college apprentices to earn their Level 1 Apprenticeship.

STUDENT COMMITMENT:

Students will be experiencing apprenticeship courses and college life. Some programs are 1 day a week from September to June and others are 8 to 10 weeks daily for a block of time. Students participating in the OYAP Level 1 Apprenticeship program must make a commitment to:

- Follow the Dual Credit program requirements;
- Attend the orientation session prior to the start of their college course;
- Follow the course outline and appendix given by each college instructor outlining course expectations;
- Attend 100% of the classes and complete all assignments/test/learning outcomes of the courses;
- Communicate with their instructor when they are unable to attend and ensure that work is completed as required;
- Communicate regularly with the assigned school board Dual Credit teacher and OYAP Coordinator and respond to their requests;
- Set aside regular time, outside of their school hours, to study and complete homework assignments;
- Students with an IEP must schedule an appointment with the AccessAbility Services at the college before their course begins. The college will create an accommodation letter. The student must ensure their instructor has a copy of the accommodation letter. In the case of tests or quizzes, the Test Centre at the college must be booked in advance. Students' Dual Credit teacher can help facilitate this process.
- Sign into St. Lawrence College IT accounts: SLC.me, Blackboard, and their e-mail. Usernames and passwords are provided at orientation and through the Dual Credit Facilitator.
- Ask for help from their college instructor, Dual Credit teacher, OYAP Coordinator, or SLC's Dual Credit Facilitator so as not to fall behind in their studies; all are here to help students be successful while attending College;
- Produce quality work.

DUAL CREDIT TEACHER & OYAP COORDINATOR:

- A school board Dual Credit teacher and the OYAP Coordinator will be a resource to the students participating in this program, as well as staff at the college and high school.
- The Dual Credit teacher will support the students and communicate regularly with them, their college teacher and their high school to help ensure the students' success while at college.
- The Dual Credit teacher will help facilitate the IEP process at the college.
- The Dual Credit teacher will update any missing or additional contact information for students.
- Local school board's OYAP coordinator will help students with OYAP Apprenticeship process.

OYAP STUDENTS WHO PASSED ALL COURSES:

In the College-Taught OYAP/ Dual Credit Level 1 Apprenticeship programs, students must **successfully pass all college courses with a minimum mark of 50% in each course**. This will enable the student to earn College credits, their Level 1 Apprenticeship designation and Dual Credits (2 or 3 credits) towards their high school diploma.

- **College Transcript** - Each student will receive a college transcript with every course listed along with the final mark in each course.
- **Apprenticeship Branch of the Ministry** - A **PASS** designation for each student will be sent to the MLTSD office. No marks are submitted.
- **High School Transcript – 2 or 3 Dual Credits** (depending on the hours of the apprenticeship) **are granted**. The mark for the Dual credits will be the average of the college courses and will be entered on the high school report card and transcript. The Dual Credit teacher will complete this calculation.

OYAP STUDENTS WHO RECEIVE A MARK OF LESS THAN 50% in 1 OR MORE COURSES:

- **College Transcript** - Each student will receive a college transcript with every course listed along with the final mark in each course. Courses failed must be repeated successfully in order to complete the Level 1 Apprenticeship.
- **Apprenticeship Branch of the Ministry** - A **FAIL** designation for each student will be sent to the MLTSD office. No marks are submitted.
- **High School Transcript** - Students who pass the majority of their courses will earn 1 dual credit. The mark for the Dual credits will be the average of the successful college courses and will be entered on the high school report card and transcript. ***The note on the high school transcript will say "Level 1 Partial Credit"*

CONTINUING WITH APPRENTICESHIP TRAINING?

- Apprenticeship is a post-secondary education pathway.
- Apprenticeship is an on-the-job training program for people who want to work in a skilled trade or occupation and includes learning new skills from skilled journeypersons
- On the job training comprises about 90% of the apprenticeship learning, 5400 to 9000 hours. All apprentices attend in-school sessions for 10% of the time, usually offered at community colleges.
- An employer uses training standards provided by the Ministry of Labour Training and Skills Development (MLTSD) to ensure that an apprentice becomes competent in the required skills.
- All Level 1 students/apprentices should have an MLTSD "Training Standard" that must be followed and employers must sign-off the completed components at various intervals.
- Students need to provide MLTSD with copies of their Ontario Secondary School Diploma, OSSD, to verify their completion
- If students/apprentices change employers, they need to inform MLTSD of the change.
- The time of the apprenticeship program is about 3-5 years

WHAT DO I DO AFTER JUNE 30TH?

- As soon as you get your required education requirement, (some trades require your OSSD, others require Grade 8 or Grade 10), take a copy of this information to the local MLTSD Apprenticeship Office
- Secure employment with a contractor (Usually the wage is about 40% of what a licensed skilled worker would earn)
- Ensure you have your employer sign your Apprenticeship Training Standard on a regular basis
- If you change employers let the MLTSD Apprenticeship office know about the change.
Note: Take your Training Standard with you
- It is important to recognize that once you have graduated from school you are now outside the high school system and the answers to your apprenticeship questions need to be directed to the Apprenticeship Office. For example, questions about when you are eligible to enroll in the Level 2 program should be directed to the local MLTSD Apprenticeship office.

WHAT IF I DO NOT HAVE A JOB?

- If you do not have a job, work with the Employment Ontario Employment Services organization in your community/area.

FOR MORE INFORMATION:

Website: stlawrencecollege.ca/dualcredit

Email us at: DualCredit@sl.on.ca

IN PARTNERSHIP WITH:

