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| Office Use Only: | Apprenticeship Program Officer |
| Trade Qualifier Registration Number | Apprenticeship Program Officer |

Trade Qualifier Application to be Examined

The personal information in this form is being collected under the authority of section 61(c) of the Access to Information and Protection of Privacy Act, 2015 for the purpose of determining eligibility as a trade qualifier. If you have any questions about the collection, use and disclosure of your personal information, please contact an Apprenticeship Program Officer at one of ATCD's regional offices, or email app@gov.nl.ca.

***Indicates required fields and must be completed or application will be returned**

Applicant Information

| | | |
|-------------------------------------|---------------------------------------|---------------------------------------|
| *Trade: | | |
| *Have you written this exam before? | Yes | No |
| If yes: | | |
| When? | Where? | |
| Are you certified in another trade? | Yes | No |
| If yes: | | |
| Trade | Certificate/Interprovincial Number(s) | |
| *First Name: | *Middle Name: | *Last Name: |
| *Social Insurance Number: | *Date of Birth (D/M/Y): | *Gender: Male Other Female |
| *P.O. Box Number (if applicable): | *Street Address (if applicable): | *City/Town: |
| *Province: | *Postal Code: | *Country: |
| *Email: | *Phone Number(s) Home: Cell: | |

Examination Accommodations

Where available, the Apprenticeship and Trades Certification Division will provide reasonable accommodations to candidates having physical, emotional or learning barriers. To be eligible for examination accommodations, candidates must provide supportive medical or other professional documentation to the Division.

The documentation must:

- Be prepared and signed by a qualified professional; and
- Provide information that assists in determining what accommodations may be required.

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| Will you require assistance or accommodations? | Yes | No |
| If Yes, have you included the specified documentation? | Yes | No |

Record of Work Experiences

A Record of Work Experiences document (<https://www.gov.nl.ca/atcd/apprentices-youth/logbook/record-of-work-experiences/>) must be completed for each employer and **must** accompany this application. In order to qualify for the Certificate of Qualification exam, the hours worked and tasks performed in the trade must have occurred within the last 10 years. Approved applicants must attempt the examination within six (6) months of the approval date.

Upon approval of this application and accompanying work experiences, contact the Apprenticeship and Trades Certification Division nearest you to set a date to write the examination. A fee of \$200.00 is payable prior to writing.

SELECT ONE TRADE ONLY

| Trade | Select (X) | Required Work Experience Hours | Trade | Select (X) | Required Work Experience Hours | Trade | Select (X) | Required Work Experience Hours |
|-----------------------------------|------------|--------------------------------|---|------------|--------------------------------|--|------------|--------------------------------|
| Agricultural Equipment Technician | | 10800 | Instrumentation & Control Technician | | 10800 | Sheet Metal Worker | | 10800 |
| Appliance Service Technician | | 8100 | Insulator (Heat and Frost) | | 10800 | Small Equipment Service Technician | | 8100 |
| Auto Body & Collision Technician | | 10800 | Ironworker (<i>Generalist</i>) | | 8100 | Sprinkler Fitter | | 10800 |
| Automotive Refinishing Technician | | 5400 | Ironworker (<i>Reinforcing</i>) | | 5400 | Steamfitter/Pipefitter | | 10800 |
| Automotive Service Technician | | 10800 | Ironworker (<i>Structural / Ornamental</i>) | | 8100 | Stonemason | | 10800 |
| Baker | | 8100 | Landscape Horticulturist | | 9000 | Tilesetter | | 10800 |
| Boilermaker | | 8100 | Lather (Interior Systems Mechanics) | | 8100 | Tool & Die Maker | | 10800 |
| Boom Truck Operator | | 3600 | Machinist | | 10800 | Tower Crane Operator | | 4500 |
| Bricklayer | | 8100 | Metal Fabricator (Fitter) | | 8100 | Transport Trailer Technician | | 5400 |
| Cabinetmaker | | 10800 | Mobile Crane Operator | | 8100 | Truck & Transport Mechanic | | 10800 |
| Carpenter | | 10800 | Motorcycle Technician | | 9600 | Welder | | 8100 |
| Concrete Finisher | | 5400 | Oil Heat System Technician | | 8100 | | | |
| Construction Craft Worker | | 5400 | Painter & Decorator | | 8100 | Heavy Equipment Operator (HEO)* | | |
| Construction Electrician | | 10800 | Parts Technician | | 8100 | | | |
| Cook | | 8100 | Plumber | | 10800 | Tractor-Loader-Backhoe (Red Seal) | | 7200 2400 |
| Floor Covering Installer | | 9000 | Power Systems Operator | | 5400 | Dozer (Red Seal) | | 7200 2400 |
| Glazier | | 10800 | Powerline Technician | | 10800 | Excavator (Red Seal) | | 7200 2400 |
| Hairstylist | | 5400 | Recreation Vehicle Service Technician | | 8100 | Front-End Loader | | 7200 2400 |
| Heavy Duty Equipment Technician | | 10800 | Refrigeration & Air Conditioning Mechanic | | 10800 | Grader | | 7200 2400 |
| Industrial Electrician | | 10800 | Residential Electrician | | 7200 | Off-Highway Dump Truck | | 7200 2400 |
| Industrial Mechanic (Millwright) | | 10800 | Roofer | | 8100 | Tandem Dump Truck | | 7200 2400 |

* To challenge an exam for the **first piece of equipment**, 7200 work experience hours are required. To challenge exams for **subsequent pieces of equipment**, an additional 2400 work experience hours are required for **each piece in addition to** the initial 7200 for the first piece.

Submitting Your Application

Illegible copies will not be accepted

In Person or by Mail:

- Click the following link to pay the Trade Qualifier Application non-refundable fee of \$50.00 <http://www.gov.nl.ca/pay-online.html>
- Under Other Online Services select More Online Services and then under Employment and Labour select Apprenticeship and Trade Certification Fees
- Complete and save to your computer or print this form and complete.
- Attach the completed Record of Work Experiences document and bring all documents to an Apprenticeship and Trades Certification Division Office nearest you or mail to:

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| Mount Pearl Department of Immigration, Population Growth & Skills Industrial Training Section 1170 Topsail Road P.O. Box 8700 St. John's, NL A1B 4J6 Phone: 709-729-2729 Fax: 709-729-5878 Toll Free: 1-877-771-3737 | Clarenville Department of Immigration, Population Growth & Skills Industrial Training Section 45 Tilley's Road Clarenville, NL A5A 1Z4 Phone: 709-466-3982 Fax: 709-466-3987 Toll Free: 1-877-771-3737 | Grand Falls-Windsor Department of Immigration, Population Growth & Skills Industrial Training Section 42 Hardy Avenue Grand Falls-Windsor, NL A2A 2J9 Phone: 709-292-4215 Fax: 709-292-4502 Toll Free: 1-877-771-3737 | Corner Brook Department of Immigration, Population Growth & Skills Industrial Training Section Aylward Building 1-3 Union Street P.O. Box 2006 Corner Brook, NL A2H 6J8 Phone: 709-637-2366 Fax: 709-637-2519 Toll Free: 1-877-771-3737 | Happy Valley-Goose Bay Department of Immigration, Population Growth & Skills Industrial Training Section Bursley Building 163 Hamilton River Road P.O. Box 3014, Station B Happy Valley-Goose Bay, NL A0P 1E0 Phone: 709-896-6348 Fax: 709-896-6703 Toll Free: 1-877-771-3737 |
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Only applications for which receipt of payment has been confirmed will be reviewed for approval

Transaction #:

Date Payment Received: