

Short-term Training

Description

Short-term Training is designed to provide individuals with support to participate in skills training less than 12 weeks in duration, which is not eligible for student aid. The program goal is for the individual to prepare for, find, or keep employment. This includes supports to apprentices participating in a class call.

Eligible Participants

All applicants must:

- Be a resident of the province;
- Be a Canadian citizen or permanent resident entitled to work in Canada;
- Participate in Case Managed Services of assessment and employment planning;
- Have an active employment plan prior to supports being issued (apprentices seeking training resulting from a class call do not require an employment plan); and
- Have completed a Client Consent Form for the exchange and release of information.

Eligible Benefits

Benefits provided must support identified challenges to work force attachment or employment maintenance and assist in the development of the employment plan. Clients who are an active Income Support recipient will continue to receive their permanent shelter and basic living components.

Financial assistance may be provided to individuals to cover all or a portion of living expenses and incremental costs of training, such as tuition and tutoring costs, other instructional costs (such as books and equipment), and expenses relating to dependent care, disability needs, or transportation.

Eligible Training

All training institutions must be registered, in keeping with provincial regulations and standards. If a private training institution is offering a course that is less than 50 instructional hours, that training institution is not required to be registered.

Your application must be approved by the department before you begin your training.

How to Apply

To apply for funding under the Short-term Training program, participants are required to:

- Complete a [Request for Service Form](#).
- Develop an employment plan at a local Employment Centre.

For additional information:

Call: 1- 800-563-6600

Email: EmploymentPrograms@gov.nl.ca