

TEMPORARY FOREIGN WORKERS QUALIFICATION CERTIFICATE PROGRAM

THE LATEST INFORMATION: FEBRUARY 2008

Advanced Education and Technology is supporting the issuance of one year Labour Market Opinions that Service Canada provides to employers who are recruiting Temporary Foreign Workers to work in the compulsory trades in Alberta. To accommodate this, Advanced Education and Technology will use the following process:

- ❖ Workers from outside Canada who require Alberta certification in a trade will complete a Qualification Certificate program application and submit it with the required supporting documentation. Once their applications have been assessed and their work experience verified, foreign workers will be issued a letter indicating they are qualified to work in their trade in Alberta, pending the successful challenge of the trade examinations. They are further advised that they must pass the required examinations and qualify for certification within 180 days of arrival in Alberta.
- ❖ Although workers are given 180 days after arrival in Alberta to qualify for certification in their trade, it is expected that within 90 days of foreign workers' arrival in Alberta, the workers and their employers will have taken steps towards completing the requirements for workers' certification, including:
 - scheduling workers for practical examinations, if required;
 - challenging theory or practical examinations, successfully or unsuccessfully;
 - ensuring attendance of workers at employer or union sponsored training program, including trades refresher training, technical English and trade terminology programs.
- ❖ If workers have not qualified for certification within 180 days, consideration may be given to granting workers an additional 180 days to become certified, provided they or their employers can show that positive steps have been taken towards certification, or that a formal training plan is in place.
- ❖ Workers who have shown no progress towards qualifying for certification within 180 days of their arrival in Alberta, and whose employers have taken no meaningful action to assist them to become certified within that timeframe, will be informed that their Qualification Certificate application is cancelled and that they are no longer eligible to work in their trade in Alberta. Their employers and the workplace owners will also be advised of their ineligibility.
- ❖ To help ensure that workers have every opportunity to qualify for certification within the established timelines, employers are expected to contact Advanced Education and Technology (Apprenticeship and Industry Training, Apprenticeship Initiatives branch) as soon as the foreign workers arrive in Alberta.