

# APPRENTICE AND SPONSOR REGISTRATION

Please print clearly and return to the address noted above

## A. Apprentice to Complete

Please indicate if this is a: New Registration		Update/Change to a Previous Registration		Registration Number (TWID) (if updating a previous registration):	
Legal Last Name:		Legal First Name:		Legal Middle Name (s):	
Date of Birth (YYYY/MM/DD):		Gender: Male      Female		Do you identify yourself as an aboriginal person? Yes      No	
Suite Number:	Mailing Address:				
City:	Province: B.C.	Postal Code:	Email:		
Home Telephone Number: (      )	Cell / Pager Number: (      )		Fax Number: (      )		

## B. Sponsor to Complete

Transfer to a new Sponsor?      Yes      No

Sponsor Registration Number (if already registered):		Legal Name of Business:			
Suite Number:	Mailing Address:				
City:	Province: B.C.	Postal Code:	Email:		
Telephone Number and Extension: (      )	Fax Number: (      )		Training Coordinator / Contact Person:		

### Responsibilities of Sponsor:

The *Sponsor* hereby acknowledges the responsibility to:

- Ensure the *Apprentice* receives training and related practical experience under the direction of a qualified individual (certified Tradesperson or equivalent), in a work environment conducive to learning the tasks, activities and functions that form the *Industry Training Program* in which the *Apprentice* is registered;
- Enable the *Apprentice* to regularly attend *Technical Training* that is required under the *Apprentice's Industry Training Program*;
- Submit all forms and documents required by the *Industry Training Authority* to verify completion of the established standards for the *Industry Training Program*;
- Recommend the *Apprentice* for certification; the *Apprentice* has met the established standards for that program and is performing at the level of a Certified Tradesperson in the trade.

### Responsibilities of Apprentice:

The *Apprentice* hereby acknowledges the responsibility to:

- Complete the required work-based training and practical experience as assigned by the *Sponsor*;
- Complete the required *Technical Training*;
- Meet any additional requirements of the *Industry Training Program* as outlined in the *Industry Training Program Profile*.

## C. Apprentice and Sponsor to Complete

Change of Program?      Yes      No

Industry Training Program (Trade):	Apprenticeship Start Date ( <b>NOTE: if a date is not provided, or exceeds one year, the "received" date of this form will be used</b> ): (YYYY/MM/DD)
If applying for work-based training hours please complete and attach Work-Based Training Hours Report (CS005)	

### Certification and authorization for collection, use, and disclosure of personal information inside or outside Canada:

I certify that the information I (as apprentice, sponsor, or employer) have provided is accurate. In accordance with the Freedom of Information and Protection of Privacy Act, I authorize the Industry Training Authority to use and disclose the personal information I have provided on this form, as well as any further information necessary, for the purpose of administering the apprenticeship training program, including the application process, program delivery, evaluation, and certification. I authorize the Industry Training Authority to disclose my personal information for the above purposes to other agencies and ministries of the provincial and federal governments, and to apprenticeship officials in other jurisdictions, my present and future sponsors, educational institutions, private trainers, and agencies, whether located inside or outside Canada. I also authorize the Industry Training Authority to make the status of my certification and apprenticeship publicly available. (NOTE: If you have any question about your personal information, contact a Client Service Representative at Industry Training Authority Customer Service at 1.866.660.6011.)

Apprentice's Signature:	Date: (YYYY/MM/DD)
Sponsor's Signature:	Date: (YYYY/MM/DD)