



**PLEASE READ CAREFULLY BEFORE YOU APPLY TO SEE IF
YOU QUALIFY FOR AN APPRENTICESHIP WITH
SASKATCHEWAN APPRENTICESHIP AND TRADE
CERTIFICATION COMMISSION (SATCC)**

Entrance requirements for individual trades have been established by the Saskatchewan Apprenticeship and Trade Certification Commission (SATCC) in consultation with industry, stakeholders and the essential skills profiles.

Individuals must be a **permanent resident of Canada** in order to apprentice.

Your completed **grade twelve transcript**, Canadian Adult Education Credential (**CAEC**) or General Education Development (**GED**) is your guarantee that you meet the educational entrance requirements for apprenticeship in Saskatchewan.

Individuals with “modified” or “general” classes in math or science do not meet our entry requirements.

The **SATCC** works hard to ensure that people find success in the apprenticeship program by accessing IXL Learning. Through computer-based online learning, it helps people to update their literacy and math skills. People will be referred to IXL Learning by the SATCC’s Assessment Unit. Most commonly, clients who do not have the necessary entrance requirements, or need to upgrade various skills during technical training will be referred to the program.

IXL Learning’s skills are aligned to the Saskatchewan Curriculum Outcomes providing comprehensive coverage of Math and English Language Arts concepts and applications. Clients taking Entrance Requirements Training will have six (6) months to complete the training and must meet the required score in each learning outcome. Once complete, and if all other admission requirements have been met, the client will be notified that they qualify to move forward with apprenticeship. Access to this program will be provided for a fee of \$25.

English is the language of instruction in all apprenticeship programs and is the common language for business in Saskatchewan. Before admission, all apprentices must be able to understand and communicate in the English language. **Applicants whose first language is not English must have a minimum Canadian Language Benchmark Assessment of six (CLB6) in all areas.** If you have completed this already, please attach a copy of your CLB6.

To find out more about qualifications, SATCC can be reached at **1-877-363-0536** or on their website at [SATCC | Apprenticeship and Trade Certification Commission](#)

Application Check List

PLEASE ATTACH THE FOLLOWING:

- ☐ Health Card
- ☐ Driver's License or Passport Attached
- ☐ Transcripts Attached (any applicable)
 - ☐ High School or GED
 - ☐ Pre-Employment
 - ☐ Trade School
- ☐ I have applied for Transcripts (if applicable)
- ☐ Minimum of 2 references Attached
- ☐ CLB6 Attached (if applicable)
- ☐ Attached Year Card (if applicable)

TO OBTAIN TRANSCRIPTS (if you took your education in Saskatchewan)

<https://www.saskatchewan.ca/residents/education-and-learning/credits-degrees-and-transcripts/requesting-transcripts-for-high-school>

- There is a \$25 processing fee.
- Applicants who did not attend High School in SK are to contact the **Department of Education** in the appropriate Province, Country, etc.

GED Office

Program Innovation Branch, Ministry of Advanced Education, Employment, and Immigration
12th floor, 1945 Hamilton Street Regina, SK S4P 2C8 Tel: (306) 787-5597 **Email:** GED@gov.sk.ca

TO OBTAIN CANADIAN LANGUAGE ASSESSMENT BENCHMARK (CLB) TESTING INFORMATION:

Regina Open Door Society

2220 – 12th Avenue Regina, SK Tel: (306) 352-3500 Fax: (306) 757-8166

Newcomer Information Centre

2332 – 11th Avenue Regina, SK Tel: (306) 352-5775 Fax: (306) 352-5011
#106, 129 – 3rd Avenue N Saskatoon, SK Tel: (306) 334-8303 Fax: (306) 334-1744

Return application to Saskatchewan Piping Industry:

334 Robin Way
Saskatoon, SK S7L 4X6

402 Solomon Drive
Regina, SK S7N 6X4

OR Scan & email to:
inquiries@saskpiping.ca

Applications are kept on file for 12 months from the date they were accepted, at which time they are destroyed without further notice.



Saskatchewan Piping Industry Joint Training Board

Application for Apprentices

What Trade are you Interested in? (Check all that apply)

- | | | |
|---|---|---|
| ☐ Steamfitter / Pipefitter | ☐ Refrigeration Mechanic | ☐ Sprinkler Fitter |
| ☐ Plumber | ☐ Industrial Instrument Tech | ☐ Metal Worker |
| ☐ Welder | | |

Applicant Information

PLEASE PRINT CLEARLY

FULL NAME: _____ D.O.B.: _____
First Middle (Initial) Last mm-dd-yyrr

FULL MAILING ADDRESS: _____
Address – City – Province – Postal Code

CONTACT #: (_____) _____ EMAIL: _____

SOCIAL INSURANCE NUMBER: _____ - _____ - _____

Employment Eligibility

1. Please indicate your status in Canada:

- ☐ a. Canadian Citizen
☐ b. Permanent Resident
☐ c. Temporary Resident (e.g., work/study permit)
☐ d. Other (please specify _____)

2. Are you a resident of Saskatchewan? YES ☐ NO ☐

➤ If yes, please provide a copy of your Saskatchewan Health Card and Driver's License OR Passport

3. Are you a Canadian Military Veteran? YES ☐ NO ☐

4. Are you a member of the Canadian Reserve? YES ☐ NO ☐

5. Do you have High School Transcripts or GED? YES ☐ NO ☐

- If yes, please provide a copy or order them (see back of application for how to order)
➤ If educational transcripts that are NOT in English, they must be translated before attaching.
➤ **NOTE:** The educational requirement for an apprenticeship is a Grade Twelve diploma or GED 12. (if modified classes, or you have not graduated, you will be subject to an IXL exam through Sask Apprenticeship at your cost).

6. Do you have an **ACTIVE APPRENTICESHIP** with SATCC? YES ☐ NO ☐

➤ If yes, please provide a copy of your ACTIVE Year Card

7. First Language: English Written Y ☐ N ☐ English Spoken Y ☐ N ☐

French Written Y ☐ N ☐ French Spoken Y ☐ N ☐

Other Written/Spoken: _____

ALL DOCUMENTS MUST BE ATTACHED, and THE APPLICATION MUST BE COMPLETED IN ITS ENTIRETY.

Work Experience (most recent employer first)

COMPANY NAME: _____ WAGE/SALARY: \$_____/hour

DATES OF EMPLOYMENT: Start: _____ End: _____

BRIEF DISCRIPTION OF DUTIES: _____

WHY DID YOU LEAVE? _____

COMPANY NAME: _____ WAGE/SALARY: \$_____/hour

DATES OF EMPLOYMENT: Start: _____ End: _____

BRIEF DISCRIPTION OF DUTIES: _____

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COMPANY NAME: _____ WAGE/SALARY: \$_____/hour

DATES OF EMPLOYMENT: Start: _____ End: _____

BRIEF DISCRIPTION OF DUTIES: _____

WHY DID YOU LEAVE? _____

Trade Related Courses & Dates Taken

If you have any of the following certifications, please attach them to the application. These certifications ARE NOT MANDITORY to apply.

☐ SCOT _____

☐ Rights & Responsibilities _____

☐ First Aid _____

☐ General Mine Safety _____

☐ Fall Protection _____

☐ Aerial Work Platform _____

☐ Confined Space _____

Please Answer the Following Questions

YES NO

1. Have you completed a Pre-Employment or Pre-Trade Pipe Trade Program?
If yes, when, and where: _____
2. If you were referred to Saskatchewan Piping Industry, who referred you?

3. Have you ever been a member of the United Association? If yes, where or what local?
Why did you leave? _____
4. Do you have a valid Class 5 driver's license?
5. Do you have reliable transportation?
6. Do you understand that working in the trades, most times, will require you to work out of town?
7. Do you have a problem working away from home more than 1 week at a time?
If yes, please explain: _____
8. Are you aware that there is a probationary period that is to be served?
9. I agree that failure to satisfactorily complete the probation period will result in my application being terminated.
10. Are you willing to attend meetings set up by the Training Committee in your own time?
11. Are you aware that there is no guarantee of stable employment?
12. Are you willing to accept the wage rates as set out in the collective agreement?
(Rates go according to hours worked plus technical training taken)
13. Are you able to follow orders given to you by your employer?
14. Are you willing to work under the direction of a Journeyperson on the job site and perform job duties satisfactory as assigned by the supervisor?
15. Are you willing to abide by all rules and regulations of the Saskatchewan Piping Industry Joint Training Board, the Saskatchewan Apprenticeship and Trade Certification Act and Regulations, and Local Union 179 Working Rules and Bylaws?

16. Explain why you think you would like to serve an Apprenticeship and become a certified Journeyperson.

Applicant's Personal Reference

(Not to be completed by the applicant, their relative or spouse)

APPLICANT'S NAME: _____

The above-mentioned is applying for an apprenticeship with the Saskatchewan Piping Industry Joint Training Board (Plumbers & Pipefitters Local Union 179) . Will you please give us your honest & candid opinion of the applicant's suitability for learning a skilled trade including unquestioned integrity, dependability, and ability to learn the trade?

How long have you known the applicant? _____ What is your relationship with the applicant? _____

IF AN EMPLOYER:

- Company Name: _____
- Your name & Position: _____
- Contact #: _____
- Applicant's Position: _____
- Dates of Employment: _____
- Applicant's Work Record: _____
- Applicant's Reason for Leaving: _____

The following list has been compiled for you. Please check the characteristics you feel and give an honest opinion of the applicant.

CHARACTER	Fair	Good	Excellent	PERSONALITY	Fair	Good	Excellent
Initiative				Alertness			
Dependability				Courtesy			
Reliability				Honesty			
Moral Responsibility				Self-Control			
Shows Maturity				Cooperativeness			
				Tack			

COMMENTS or ADDITIONAL INFORMATION:

SIGNATURE

PRINTED NAME

DATE

Applicant's Personal Reference

(Not to be completed by the applicant, their relative or spouse)

APPLICANT'S NAME: _____

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				Tack			

COMMENTS or ADDITIONAL INFORMATION:

SIGNATURE

PRINTED NAME

DATE

U.A. Standards for Excellence

MEMBER AND LOCAL RESPONSIBILITIES:

To ensure the **UA Standard for Excellence** platform meets and maintains its goals, the Local Union Business Manager, Director of Training in partnership with the stakeholders, including shop stewards and the local membership, shall ensure all members:

- Meet their responsibilities to the employer and their fellow workers by arriving at the job ready to work every day on time (Absenteeism and tardiness will not be tolerated.)
- Adhere to the contractual starting and quitting times, including lunch and break periods (Personal cell phones will not be used during the workday except for lunch and break periods.)
- Meet their responsibility as highly skilled crafts workers by providing the required tools as stipulated under the local Collective Bargaining Agreement while respecting those tools and equipment supplied by the employer.
- Use and promote the local union and international training and certification systems to the membership so they may continue the road of lifelong learning, thus ensuring UA craftworkers are the most highly trained and sought-after workers.
- Meet their responsibility to be fit for duty, ensuring a zero-tolerance policy for substance abuse is strictly met.
- Be productive and keep inactive time to a minimum.
- Meet their contractual responsibility to eliminate disruptions on the job and safely work towards the on-time completion of the project in an auspicious manner.
- Respect the customers' property (Waste and property destruction, such as graffiti, will not be tolerated.)
- Respect the UA, the customer, client, and contractor by dressing in a manner appropriate for our highly skilled and professional craft (Offensive words and symbols on clothing and buttons are not acceptable.)
- Respect and obey employer and customer rules and policies.
- Follow safe, reasonable, and legitimate management directives.



I have read and agree to abide by the UA Standards of Excellence

SIGNATURE

PRINTED NAME

DATE

WITNESS SIGNATURE

PRINTED NAME

DATE

Disclaimer and Signature

INITIAL

- ☐ If my application is accepted, I agree to comply with all rules and regulations as adopted by the Joint Training Board, the Saskatchewan Apprenticeship and Trade Certification Commission and Local Union 179 Working Rules and Bylaws. Failure to do so can result in the termination of my apprenticeship.

- ☐ If I am accepted into the Apprenticeship Program, I agree to work **only in the trade I am indentured in** until I have completed my program and I agree to attend the required levels of training as scheduled and maintain an acceptable average in those classes.

- ☐ I agree to attend the required Mandatory Courses at nights offered at the Saskatoon Facility while attending technical training in Saskatoon during the duration of my Apprenticeship Program.

I declare that this application is true to the best of my knowledge and belief, and I agree that any false statement(s) will be just cause for termination of my apprenticeship.

SIGNATURE

PRINTED NAME

DATE