



Ministry of Housing and Social Development
Employment & Labour Marketing Services Division

****IMPORTANT**** **NOTICE TO APPRENTICES**

Effective January 1, 2011, apprentices who are registered with the Industry Training Authority (ITA) in British Columbia and meet the eligibility requirement of an “insured participant” (Employment Insurance client), may be eligible to receive the following additional financial supports along with EI Part I benefits, if applicable:

- Basic Living Expenses
- Dependent Care (Childcare)
- Disability Costs
- Commuting Costs
- Travel Costs
- Living Away from Home Costs

To maintain your EI Part I benefits with a Section 25 Referral to Training and to be considered for the additional financial supports, **you must complete and sign** the “Financial Assistance Referral and Request” form and **immediately** return it to the Employment and Labour Market Services Division (ELMSD) office. **Your application for apprentice funding will not be considered if received later than four (4) weeks after your course start date.**

Note: You will receive the apprentice application package from ELMSD in the mail or directly from the training institution on the first day of class.

You **must apply** for EI Part I benefits using the Reference Code provided in the Apprentice Instructions document on or after your last day of work. File an **on-line application** for EI benefits by logging on to: www.servicecanada.gc.ca/en/sc/ei/index.shtml OR at your local Service Canada Centre (SCC) during business hours.

If you require additional information please visit your local ELMSD office or call ENQUIRY BC at:

- Toll Free – 1-800-663-7867
- Vancouver – (604)660-2421
- Victoria – (250)387-6121