

### MEMORANDUM

**TO:** EO Employment Service (ES) Summer Jobs Service (SJS)  
Service Providers

**FROM:** Ministry of Training, Colleges and Universities

**DATE:** May 19, 2011

**SUBJECT:** Summer Jobs Service (SJS) Participant Information form

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The purpose of this memorandum is to advise ES Summer Jobs Service providers of the status of the new SJS Participant Information form.

As noted in our memorandum of May 6<sup>th</sup>, the Employment Ontario Information Management System – Case Management System (EOIS-CaMS) is being used to support the administration and delivery of SJS.

We are pleased to announce the availability of the new SJS Participant Information form which must be used for the purpose of SJS client registration. The new form is available in English and French at the Employment Ontario Partners' Gateway (EOPG) at the following:

<http://www.tcu.gov.on.ca/eng/eopg/tools/forms.html>

The SJS Participant form is designed to capture required client information in a manner which aligns with the EOIS-CaMS, in addition to capturing client's consent for the collection of this information.

We anticipate the publishing of the Employer Application Contract form in the coming days and will announce its availability by means of a similar bulletin.

Please contact your local MTCU office should you have any questions.

Thank you for your patience.