



MEMORANDUM TO: Employment Ontario (EO) Providers

FROM: Service Delivery Branch

DATE: November 1, 2012

SUBJECT: Funding Of Academic Upgrading Under Second Career

MEMO #: SC2012-07

OBJECTIVE:

The purpose of this bulletin is to provide Employment Ontario (EO) providers with information clarifying the Ministry's guidelines on Second Career (SC) clients who require upgrading in order to meet the entry requirements for a postsecondary program.

BACKGROUND:

For Second Career clients who lack the academic entry requirements for a postsecondary program, academic upgrading can form part of their Second Career application. There are a number of training options for Second Career clients who require upgrading, such as the ministry-funded Literacy and Basic Skills (LBS) program, credit programming, and ACE on-line.

The ministry funds colleges, school boards and community-based agencies to deliver the Literacy and Basic Skills program. This service is offered free of charge to clients who lack the required literacy and basic skills to prepare them for successful transition to goals related to employment, further education and training, and independence.

The Second Career Guidelines state that when an individual is researching training options the cost effectiveness of the skills training must be a consideration. This also applies to any upgrading that may be required. Cost effectiveness involves several considerations such as the cost of tuition, duration of skills training (e.g. a longer skills training duration would require more basic living allowance), location of skills training and most direct route (e.g. direct participation in skills training versus upgrading as a prerequisite to skills training).

NEXT STEPS:

Second Career will continue to provide funding to clients for academic upgrading programs identified by Employment Service (ES) providers as the best option to prepare an individual for success in Second Career.

To ensure that Employment Ontario provides clients with access to cost-effective and efficient training and employment services, while reducing duplication and inefficiencies, when determining the best option for academic upgrading Employment Service providers must give first consideration to suitable Literacy and Basic Skills programs.

We appreciate the commitment of our service delivery partners as we work to build a strong support network to help develop a well-trained and highly skilled workforce in Ontario.

If you have any questions regarding the funding of academic upgrading under Second Career please contact your Employment and Training Consultant (ETC).