



**MEMORANDUM TO:** Employment Ontario (EO) Providers

**FROM:** Director

**DATE:** November 9, 2012

**SUBJECT:** **Second Career (SC) Exceptions**

**MEMO #:** **SC2012-08**

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**OBJECTIVE:**

The purpose of this bulletin is to provide Employment Ontario (EO) providers with refresher information on Second Career (SC) exceptions.

**BACKGROUND:**

There are a variety of exceptions that can be used when considering clients for SC. **All eligibility requirements must be met**, however at the discretion of the Regional Director; there is some flexibility around suitability needs. ES providers can submit recommendations for clients with exceptional circumstances (refer to Section 2.4.3 of the SC Guidelines).

The exceptions are as follows:

**1. Job Search Activities**

Exceptions may be considered for clients who are considered to be strong SC candidates, but who score less than 16 on the suitability matrix because their job search activities started less than 26 weeks prior to application.

**2. Overall Scoring of SC Suitability Matrix**

SC clients who score less than the existing threshold of 16 points may be considered, if there are any exceptional circumstances.

**3. Financial Hardship** – clients can be considered for additional funding beyond what is assessed through the Financial Needs Assessment template if they are able to provide strong evidence of need. The overall participant agreement value cannot exceed the SC maximum of \$28,000.

These **exceptions** should not be confused with **exclusions** from the SC cap of \$28,000 which exclude costs associated with dependent care, living away from home allowance,

disability accommodations and literacy and basic skills. Greater detail is available in the SC Guidelines 2.6.4.5 on Persons with Disabilities.

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).