

**MEMORANDUM TO:** ES and OEAS Service Providers

**FROM:** Director  
Barbara Simmons

**DATE:** October 4, 2013

**SUBJECT:** **Second Career (SC) Suitability Exceptions and Financial Hardship Considerations**

**MEMO #:** **SC2013-02**

---

**OBJECTIVE:**

The purpose of this bulletin is to provide your organization with information about the Second Career (SC) Suitability Exceptions and Financial Hardship Considerations

**BACKGROUND:**

Inconsistencies exist across the Province in administering exceptions that are permissible within the SC Guidelines in relation to a client being considered as “most suitable”. As well, the use of determining what constitutes a client as facing financial hardship has been difficult.

ES and OEAS service providers should refer SC applications for recommendation to TCU offices for clients who may be suitable for SC but are facing financial hardship or fall under the suitability exceptions.

ES Service Providers must review and consider the evidence that the client provides after it has been determined, through an employment needs assessment, that the client lacks the necessary skills training in order to become reemployed and consequently be considered for SC funding.

**NEXT STEPS:**

- Your ETC will be in contact with you shortly to further discuss this matter.
- If your organization has any questions regarding the Second Career (SC) Suitability Exceptions and financial Hardship considerations, please contact your ETC.