



MEMORANDUM TO: ES Service Providers

FROM: Teresa Damaso
Director, Program Delivery Support Branch

DATE: January 23, 2015

SUBJECT: Deferral of an Existing Overpayment for approved Second Career Clients

MEMO #: SC2014-15 #01

OBJECTIVE:

The purpose of this bulletin is to advise your organization about a section in the Second Career (SC) Guidelines relating to overpayments.

WHAT IS HAPPENING:

Section 2.7.4 of the SC Guidelines states the existence of an overpayment should not in itself change the referral decision for a client to be considered for the Second Career Program.

If the ministry approves an application where an overpayment exists, and the client requests a deferral of the overpayment, ministry staff will discuss with the client the circumstances which lead to the establishment of the outstanding overpayment and/or penalty and a decision on what action will be taken regarding the deferral request will be made at that time.

While there would be no accrued interest during the period the account is deferred (duration of skills training program) all remaining interest is added to the overpayment at the completion of the skills training program.