

## Memorandum

**To:** Pre-Apprenticeship Training Program Recipients

**From:** Annette Huton, Director  
Program Delivery Support Branch

**Date:** **March 8, 2024**

**Subject:** **Pre-Apprenticeship Training Program (Pre-App) Transfer  
Payment Agreement (TPA) Management**

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As you know, management of the Pre-Apprenticeship Training Program (Pre-App) is moving to the Employment Ontario Information System (EOIS) - Service Provider (SP) Connect system.

EOIS-SP Connect provides a consistent and streamlined approach for Training Delivery Agents (TDA) to manage their TPAs. EOIS-SP Connect provides online access to the most up-to-date information, including agreements, allocations, payment schedules and report submissions.

Information on agreement management related EOIS-SP Connect tools and processes can be found in the following [myEOIS](#) products:

[EOIS-SP Connect – Service Provider \(SP\) User Guide - Chapter 02 - Agreement Management](#)

[SP Connect - SP Desk Aid - Completing the Service Provider Financial Health Assessment](#)

myEOIS is a knowledge and support platform for the EOIS systems. It also features a notification service that automatically issues email alerts for new announcements, user guides, and calendar events, keeping you up to date on all system changes.

If you do not currently have access to myEOIS, please click on the “Register with myEOIS” link on the [myEOIS login page](#).

Thank you,

Annette Huton  
Director, Program Delivery Support Branch

cc: Charles Bongomin, Regional Director, Central West Region  
Laura Loveridge, Regional Director, Central East Region  
Heather Cross, Regional Director, Western Region

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