

## Memorandum

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

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

**Date:** **May 5, 2023**

**Subject:** **2022-23 Pre-Apprenticeship Training Program (Pre-App) Prior Approval Request (PAR) Form**

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I am writing to inform you of the release of the 2022-23 Pre-Apprenticeship Training Program (Pre-App) Prior Approval Request (PAR) form.

### Key Updates

- The following instructions were added to the completion notes section:
  - A PAR may not be accepted if submitted after 30 days from the last day of training/work placement of the applicable training year.
  - A PAR will not be accepted if submitted after the submission of the Statement of Revenue and Expenditure Report (SRER) for the applicable training year.
- The following funding categories were added to the budget details table:
  - Participant Supports
  - Audit Costs (if applicable)

The 2022-23 Pre-App PAR is available on the [EOPG](#).

If you have any questions, please contact your local Employment and Training Consultant.

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  
Nicole Pereira, A/Regional Director, Northern Region  
Jennifer Galloway, A/Regional Director, Eastern Region