



## Regulation of the Trades in Ontario

The Ontario College of Trades (the College) ensures that individuals working in compulsory trades have the training and certification required to legally practise these trades in Ontario.

To legally work in a compulsory trade, you must hold a Certificate of Qualification (C of Q) or be registered as an apprentice, and you must be a member of the College.

The compulsory trades are:

- Alignment and Brakes Technician
- Auto Body and Collision Damage Repairer
- Auto Body Repairer
- Automotive Electronic Accessory Technician
- Automotive Service Technician
- Electrician – Construction and Maintenance
- Electrician – Domestic and Rural
- Fuel and Electrical Systems Technician
- Hairstylist
- Hoisting Engineer – Mobile Crane Operator 1
- Hoisting Engineer – Mobile Crane Operator 2
- Hoisting Engineer – Tower Crane Operator
- Motorcycle Technician
- Plumber
- Refrigeration & Air Conditioning Systems Mechanic
- Residential (Low Rise) Sheet Metal Installer
- Residential Air Conditioning Systems Mechanic
- Sheet Metal Worker
- Steamfitter
- Transmission Technician
- Truck and Coach Technician
- Truck-Trailer Service Technician

## How to come into compliance and legally work in a Compulsory Trade

### Option 1: Do you have experience and qualifications in a skilled trade?

#### Apply for a Trade Equivalency Assessment (TEA)

This assessment will look at your training and experience to determine if you can write the C of Q exam for your trade. If approved, you may be eligible to apply for a provisional Certificate of Qualification. This certificate will allow you to legally work for 90 days in your trade while you write the C of Q exam.

Please start by completing the **Trade Equivalency Assessment and Membership Application**, which can be found at [www.collegeoftrades.ca](http://www.collegeoftrades.ca). There is a non-refundable fee of \$200+HST.

There is a guide available that provides details on the application process, and the information and documents you must submit. You will be required to provide proof of work experience from employers plus other credentials to support your application.

## **Option 2: Do you need training and experience in a skilled trade?**

### **Register as an Apprentice**

**An apprentice** is someone who learns a skilled trade by working and training with an experienced journeyman. An apprenticeship has both “on the job” training and “in class” training elements. While working as an apprentice, you get paid and are legally permitted to work in the trade under supervision.

- 1. Find an employer** who is willing to train you. Looking for an apprentice job is like any other job search.
- 2. Sign a Registered Training Agreement** with your employer and the Ministry of Training, Colleges and Universities.
- 3. Join the College** as a member of the Apprentices Class.
- 4. Receive a Certificate of Apprenticeship (C of A)** once you have completed your hours of training, both on the job and in class.
- 5. Schedule your C of Q exam** once you have received your C of A.
- 6. Write and pass the C of Q exam.** The pass mark for the exam is 70% or above.
- 7. Register** with the College as a member of the Journeymen Class and receive your C of Q.

*If you continue to work in a compulsory trade without passing the C of Q exam, you are breaking the law, and you will be subject to enforcement action and/or fines under the Ontario College of Trades and Apprenticeship Act, 2009.*

**To learn more about the TEA application or the apprenticeship process, please contact the College at 647-847-3000 (in the GTA) or 1-855-299-0028 (toll-free).**