

**Ministry of Labour, Training
and Skills Development**

Office of the Assistant Deputy
Minister

Employment and Training Division

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**Ministère du Travail, de la
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Memorandum

To: Employment Ontario (EO) Network Delivery Partners

From: David Cronin
Director, Program Delivery and Support Branch
Employment and Training Division
Ministry of Labour, Training and Skills Development

Date: December 9, 2021

Subject: Revisions to the Second Career Application for Financial Assistance

Dear Employment Ontario (EO) Network Delivery Partners,

On July 13, 2021, the Ministry of Labour, Training and Skills Development released a new version of the Second Career Application for Financial Assistance to align with the changes launched in Phase 2 of the Second Career Redesign.

Since then, the ministry has received feedback that has been incorporated to the form. These modifications include a revision to a question regarding if the applicant has completed skills training in the last two years, and a fix to an error with the calculation of the Training Access Payment (TAP). The updated application is now available on the Employment Ontario Partner's Gateway for Service Provider and applicant use.

Service Providers that have any questions about the Second Career Application for Financial Assistance or the updates that have been made to the form are asked to contact their local ministry representative.

Thank you again for your continued support of our efforts to improve access to the Second Career program and for your help in meeting the training needs of Ontarians.

Sincerely,

Original signed by

David Cronin
Director, Program Delivery Support Branch
Employment and Training Division
Ministry of Labour, Training and Skills Development