

Employment and Training Division

Division de l'emploi et de la formation

Skilled Trades and Indigenous
Partnerships Branch

Direction des métiers spécialisés et des
partenariats avec les Autochtones

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MEMORANDUM

TO: Pre-Apprenticeship Program Providers

FROM: Andrew Irvine, Director
Skilled Trades and Indigenous Partnerships Branch

DATE: April 1, 2025

SUBJECT: Update on the Pre-Apprenticeship Program

We are writing to provide you with an update on the Apprenticeship Program and how changes may affect Pre-Apprenticeship Training (Pre-App) Program participants once they have completed your program.

As of April 2, 2025, Skilled Trades Ontario (STO) will assume the authority for registering apprenticeship training agreements. Although this does not directly affect providers of Pre-App programming, should your program participants decide to continue their apprenticeship journey, they will need to apply through STO.

The Pre-App Program remains under the administration of the Ministry of Labour, Immigration, Training and Skills Development (ministry). Your local ministry contact continues to be the key point of contact for you as a provider of Pre-App programming. There is **no change for Pre-App Service Providers**.

As of April 2nd, STO will become the Apprenticeship Training Service Delivery primary contact for the public, apprentices, and sponsors, providing information and services related to apprenticeship or new sponsor applications, registered training agreements, exams, completions, and certification.

Key information for your Pre-App participants who may wish to register as apprentices after they complete your program.

Effective April 2nd, Pre-App participants who have completed the program, and have found a sponsor, will need to register as an apprentice through STO. STO will be their primary point of contact as they continue their apprenticeship journey.

The [STO Portal](#) continues to be a convenient way for future apprentices to apply on-line for a registered training agreement, as well as to manage their apprenticeship information and documents.

We have developed an information memo for your participants, which you are welcome to use to advise your pre-apprenticeship participants. It has been posted on the Employment Ontario Partners' Gateway, under the [Pre-Apprenticeship Training Program](#) for your use.

If you have questions as a Pre-App service provider, we encourage you to contact your ministry representative.

Pre-App participants with questions about registration are welcome to contact Skilled Trades Ontario by phone at 647-847-3000, or Toll Free in Ontario at 1-855-299-0028.

As of April 2, the STO Contact Centre hours will be Monday to Friday, 7:00 a.m. to 7:00 p.m. EST.

Thank you for your continued participation in the Pre-App Program, and for your assistance with providing information to your participants should they decide to pursue an apprenticeship upon completing your program.

Thank you,

Andrew Irvine
Director, Skilled Trades, and Indigenous Partnerships Branch