



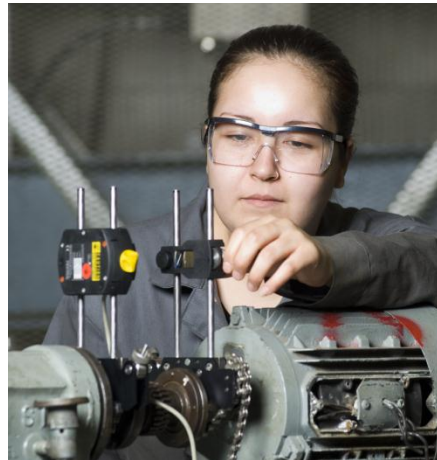
Ontario



Northern  
COLLEGE

# Co-op Diploma Apprenticeship Programs

MINISTRY OF TRAINING, COLLEGES AND UNIVERSITIES



# Overview

**Announced in 2003, the Co-op Diploma Apprenticeship Program (CODA) is one of several initiatives implemented by the Ontario Provincial government to :**

- Increase youth access to the skilled trades**
- Supply skilled tradespersons for Ontario employers.**

**CODA has grown from 8 colleges delivering 9 different trade programs in 2004-05 to 15 colleges delivering 14 different trades in 2012-13.**

# **CODA @ Northern**

**Northern College, under the guidance of the Nor Tech Board, offers students the opportunity to participate in MTCU's CODA program. Through this program, students have the opportunity to:**



- **Become registered apprentices**
- **Complete all or part of the in-school portion of the apprenticeship**
- **Participate in two paid co-op placements (1 placement is funded by CODA)**
- **Earn a certificate or diploma.**
- **Be well on their way to becoming journeypersons in their trade.**

# NorTech

- **Students who participate in the co-op diploma apprenticeship program will be sponsored by the NorTech Board and Northern College who work together to address skills shortages.**
- **The NorTech Board is composed of representation from industry, the Ministry of Training, Colleges and Universities and Northern College.**
- **NorTech promotes:**
  - **Life long learning opportunities for skilled workers**
  - **A collaborative approach to offer the highest quality of training**
  - **Empowerment of its stakeholders to provide an influential role in the training**
  - **Extensive use of hands on training using current equipment supplemented by industry based work placements**
- **As a result of this innovative approach to apprenticeship training, students in a post secondary program for their trade are granted recognition by MTCU and are excused from writing trade exams as they reach each milestone.**

# CO-OP APPRENTICESHIP PROGRAM

## Millwright and Heavy Duty Equipment Mechanic

Semester	Length	Post-Secondary Training	*Apprenticeship Training
1. Fall 2012	15 weeks	Register in program. Begin in-school training @ Northern	Register as apprentice Begin Level 1 training.
2. Winter 2013	15 weeks	Continue in-school training. <b><i>Awarded certificate.</i></b>	Begin Level 2
Spring /Summer 2013	16 weeks	Co-op placement	On-the-job training <b>Deemed complete Level 1</b>
3. Fall 2013	15 weeks	<i>Register in program.</i> In school training	<b>Deemed complete Level 2</b> Begin Level 3
4. Winter 2014	15 weeks	Continue in school training  <b><i>Awarded diploma.</i></b>	Continue Level 3
Spring/Summer 2014	16 weeks	Co-op placement	On-the-job training <b>Deemed complete Level 3</b> <b><i>Completed Levels 1, 2, 3 of the Apprenticeship Program.</i></b>

# Participating in the Program

In order to participate in the Co-op Diploma Apprenticeship program, students must complete ALL of the following steps:



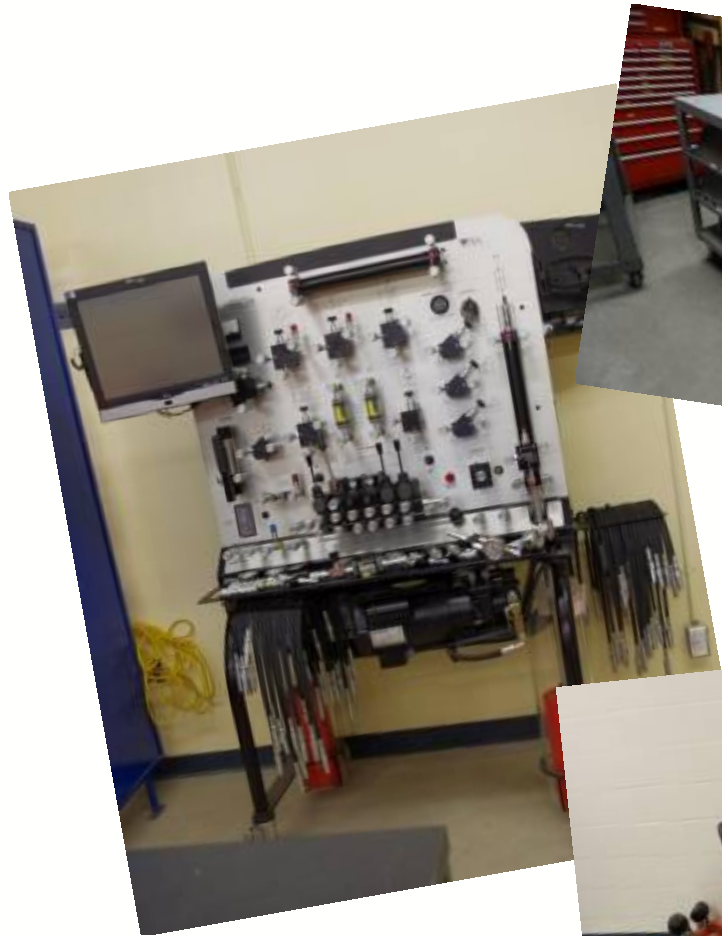
- ❑ Be enrolled in the first semester of one of the applicable postsecondary programs
- ❑ Sign an agreement to participate in the Co-op Diploma Apprenticeship program
- ❑ Register as an apprentice with the Ministry of Training, Colleges and Universities, Apprenticeship and Client Services Unit
- ❑ Maintain a minimum GPA of 2.0, and have no deficiencies in any of the courses in your current program

# Centre of Excellence for Trades & Technology

- Modern and state of the art shops, labs and classrooms geared specifically to a practical learning environment for trades
- 30,000 ft<sup>2</sup> of open concept featuring HDET, Millwright & AST
- Smart classrooms with technology facilitating distance learning & outreach to remote communities



# Trainers & Simulators





# The Co-op Placement

The Northern College Coordinator of Co-op Placements will find and post enough co-op placement opportunities to accommodate all eligible students. Students are also encouraged to find their own placement opportunities. The requirements are:

- ❑ The work must be relevant to the chosen trade
- ❑ Apprentice must be supervised by a qualified person in the trade
- ❑ A Workplace Details form must be completed and approved by Northern College and the MTCU



# Performance Criteria

Once the resumes have been submitted for the co-op placement opportunities, the hiring process is determined by the employer based on the following criteria:

- Attendance
- Punctuality
- Assignments on time
- Helps others
- Looks for other tasks when assignments are complete
- Works well with classmates
- Wears personal protective equipment (PPE)
- Cleans work area
- Works well on own
- Works well with minimal supervision
- Follows instructions and standard practices
- Written and verbal communication skills
- Uses tools and equipment in a safe manner

# Lessons Learned

- Strong, active industry support is critical (NorTech Board)
- Students sign an Accept/Decline form at the beginning of the year
- Use of technology to track activity ie job postings, applications etc.
- Strong, collaborative relationship with local MTCU Office

# How to Apply for CODA?

- MTCU issues the CODA Call for Proposals each year.
- Package is available on the Employment Ontario Partnership Gateway ([www.EOPG.ca](http://www.EOPG.ca))
- Colleges are invited to consider and submit new CODA proposals to address emerging local labour market demand.
  - Colleges must be:
    - MTCU-approved Training Delivery Agents (TDAs) of apprenticeship in-school training for all levels of the specified trade; and
    - Approved to deliver the relevant Ontario College Diploma program.
  - Demonstrate identified local demand for skilled workers in the trade and ability to find paid apprenticeship placements for participants.

# Contacts:



Diane Leblond  
Program Development Officer  
705-235-3211 ext. 2294  
[leblondd@northern.on.ca](mailto:leblondd@northern.on.ca)



Elaine Lai  
CODA Program Coordinator  
Ministry of Training, Colleges and  
Universities  
416-326-6991  
[elaine.lai@ontario.ca](mailto:elaine.lai@ontario.ca)

***Thank You***



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