

OYAP Process Overview

INFORMATION and AWARENESS STAGE:

(Priority in selecting successful candidates for each OYAP program is given to those students who are making an informed choice and are willing to make a commitment to the program)

1) Please check off each of the things that you have done to learn more about the program.

- A program site visit
- A Parent / Student information evening
- A School to Career Fair or Program Display
- Talk to a teacher or student involved in the program
- Contact with OYAP School to Career Guidance Contact
- Contact with OYAP School to Career Teacher.

2) Go to the following web sites read and print out any relevant materials and then add these print outs to your OYAP folder.

- www.apprenticesearch.com/fpTrades/trades.asp
- Click on the Trade you are interested in, read material, answer quiz questions.
- Print out the results. Do this for each apprenticeship that you are considering.
- www.schooltocareer.ca/oyap

Click on “Programs and Locations” find the program you are interested in. Then print out and read the material about the program you are interested in and add it to your OYAP folder.

3) Assignment Stage

Complete all the following assignments in preparation for the interview

1. Read the OYAP Facts sheet and then answer the following questions.
2. Registration Form
3. Letter of Recommendation (3 signatures)
4. Resume with Reference attached to the resume
5. Cover Letter (applying for OYAP program, a Summer Job or a Co-op placement leading to an Apprenticeship)
6. A current Credit Counselling Summary. (please see Student Services)
7. an Attendance Profile (please see Student Services)
8. Proposed Student Timetable
9. Book your information interview appointment.
10. Please bring a post-dated cheque for \$ 250 as a deposit fee. The cheque should be post-dated to June 15th 2007 made payable to Program Name followed by the School Name for programs beginning semester in September 2007. For programs beginning in February 2007 please post date cheques for November 15th for programs beginning in semester two of the next school year

The deposit cheque will confirm your intent to attend this program. This value added fee helps to pay for your Text Book, OYAP uniform, it also helps to cover the cost of Standard First Aid, CPR, and WHIMS Training and Certification.

Please note:

No student shall miss participating in a Concentrated OYAP program due to financial need. If you have any concerns around this value added fee please bring a note with your personal contact information instead of the cheque to the interview.

Cheques will not be cashed before the posted date. If a student changes their mind before that date there will be a full refund.

Bring your OYAP folder to the interview with assignments complete if possible and all additional information added to the folder.