

WORK-BASED TRAINING HOURS FORM

Please complete all appropriate sections of this form to report work-based training hours for your apprentice. Print clearly. Missing information may delay the reporting process. The completed form must be returned to ITA Customer Service by email, fax or mail as noted above.

Apprentice Information

Note: The apprentice's registered sponsor must always sign this form.

Program: Ironworker (Reinforcing) Apprenticeship (HL)
2016

Full Legal Name: S. 22(1)

Address: S. 22(1)

ITA ID #: S. 22(1)

Email Address: S. 22(1)

Phone Number: S. 22(1)

Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 03, 2019
(MM,DD,YYYY)

End Date: _____
(MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours

Workplace Hours Reinforcing Steel Installer _____ Hours

Company name of employer providing work-based training hours (if different than registered Sponsor): _____

Employer contact name and telephone number (if different than registered Sponsor contact): _____

Sponsor Approval

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I attest that the work-based training completed by the above named trainee/apprentice has been done under the supervision and direction of a certified tradesperson or an ITA-registered individual with Supervision and Sign-off Authority in this trade.

Sponsor Organization Name: LMS Employees' Association

Name of authorized sponsor representative: S. 22(1)

Sponsor Organization ITA ID#: 0116232

Signature of authorized sponsor representative: _____

June 3, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Apprentice Registered S. 22(1)

Dear S. 22(1)

Great news! S. 22(1) is now registered into the Ironworker (Reinforcing) Apprenticeship (HL) 2016 with your organization. A registration package has been sent to you by mail.

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<http://www.tradetrainingbc.ca/>
<http://www.educationplanner.ca/>
3. You may be eligible for Tax Credits; please click [here](#) for more information.

Thank you for your commitment to industry training and for supporting trades in British Columbia.

Kind regards,

ITA Customer Service

Questions?

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Send us an email customerservice@itabc.ca

Call us 778-328-8700 or 1-866-660-6011

Join us on Facebook www.facebook.com/IndustryTrainingAuthority

November 9, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

Dear S. 22(1)

Please be advised we have received and processed a work-based training hours report of 1416.50 Ironworker (Reinforcing) Workplace Hours on behalf of your apprentice S. 22(1). Please review the attached transcript for progress against program completion requirements (if applicable).

Sincerely,

ITA Customer Service

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Name of authorized sponsor representative: S. 22(1)

Sponsor Organization ITA ID#: 0116232

Signature of authorized sponsor representative: _____

June 3, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Apprentice Registered S. 22(1)

Dear S. 22(1)

Great news! S. 22(1) is now registered into the Ironworker (Reinforcing) Apprenticeship (HL) 2016 with your organization. A registration package has been sent to you by mail.

Your apprentice's ITA ID is S. 22(1) You will need this number when completing their ITA paperwork.

What Next?

1. Log on to your [ITA Direct Access](#) account to view your apprentice's records, report hours (including backdated hours) and more.
2. Work with for your apprentice, and together plan a time for them to attend technical training.. Here are two websites to help:
<http://www.tradetrainingbc.ca/>
<http://www.educationplanner.ca/>
3. You may be eligible for Tax Credits; please click [here](#) for more information.

Thank you for your commitment to industry training and for supporting trades in British Columbia.

Kind regards,

ITA Customer Service

Questions?

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Send us an email customerservice@itabc.ca

Call us 778-328-8700 or 1-866-660-6011

Join us on Facebook www.facebook.com/IndustryTrainingAuthority

December 3, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: S. 22(1)

Dear S. 22(1)

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Program: Ironworker (Reinforcing) Apprenticeship (HL)
2016
Full Legal Name: S. 22(1)
Address: S. 22(1)
ITA ID #: S. 22(1)
Email Address: S. 22(1)
Phone Number: S. 22(1)
Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 03, 2019
(MM,DD,YYYY) **End Date:** _____
(MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours
Workplace Hours Reinforcing Steel Installer _____ Hours

Company name of employer providing work-based training hours (if different than registered Sponsor): _____

Employer contact name and telephone number (if different than registered Sponsor contact): _____

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Start Date: Jun 03, 2019 (MM,DD,YYYY) End Date: (MM,DD,YYYY)

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November 8, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Removal of Sponsor from Program For S. 22(1)

Dear S. 22(1)

LMS Employees' Association is no longer the sponsor of S. 22(1) in their Ironworker (Reinforcing) Apprenticeship (HL) 2016 program.

We have attached a Work Based Training Report to this email for S. 22(1) Please use this attached form to submit any unreported hours for them.

Thank you for your commitment to industry training.

Kind regards,

ITA Customer Service

cc: S. 22(1)

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Send us an email customerservice@itabc.ca

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Full Legal Name: S. 22(1)
Address: S. 22(1)
ITA ID #: S. 22(1)
Email Address: S. 22(1)
Phone Number: S. 22(1)
Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 03, 2019 (MM,DD,YYYY) End Date: (MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours
Workplace Hours Reinforcing Steel Installer _____ Hours

Company name of employer providing work-based training hours (if different than registered Sponsor): _____

Employer contact name and telephone number (if different than registered Sponsor contact): _____

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Sponsor Organization Name: LMS Employees' Association

Name of authorized sponsor representative: S. 22(1)

Sponsor Organization ITA ID#: 0116232

Signature of authorized sponsor representative: _____

June 6, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Apprentice Registered S. 22(1)

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December 6, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

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Full Legal Name: S. 22(1)

Address: S. 22(1)

ITA ID #: S. 22(1)

Email Address: S. 22(1)

Phone Number: S. 22(1)

Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 06, 2019
(MM,DD,YYYY)

End Date: _____
(MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours

Workplace Hours Reinforcing Steel Installer _____ Hours

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October 30, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

Dear S. 22(1)

Please be advised we have received and processed a work-based training hours report of 758 Ironworker (Reinforcing) Workplace Hours on behalf of your apprentice S. 22(1). Please review the attached transcript for progress against program completion requirements (if applicable).

Sincerely,

ITA Customer Service

Questions?

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We recommend that sponsors report Work Based Training Hours every 3-6 months.

What next?

1. Log onto [ITA Direct Access](#) to report hours
2. If S. 22(1) is due to attend technical training then please plan a time for them to do so. Here are two websites to help:
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<http://www.educationplanner.ca/>
3. If S. 22(1) is already attending training then it can take 30 days from the day they completed for the results to be uploaded
4. If S. 22(1) is no longer your apprentice you can remove them in [ITA Direct Access](#) or by emailing us at customerservice@itabc.ca

Thank you for your continued commitment to industry training and for supporting trades in British Columbia.

Kind regards,

ITA Customer Service

Questions?

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Send us an email customerservice@itabc.ca

Call us 778-328-8700 or 1-866-660-6011

Join us on Facebook www.facebook.com/IndustryTrainingAuthority

WORK-BASED TRAINING HOURS FORM

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Apprentice Information

Note: The apprentice's registered sponsor must always sign this form.

Program: Ironworker (Reinforcing) Apprenticeship (HL)
2016
Full Legal Name: S. 22(1)
Address: S. 22(1)
ITA ID #: S. 22(1)
Email Address: S. 22(1)
Phone Number: S. 22(1)
Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 06, 2019 (MM,DD,YYYY) **End Date:** (MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours
Workplace Hours Reinforcing Steel Installer _____ Hours

Company name of employer providing work-based training hours (if different than registered Sponsor): _____

Employer contact name and telephone number (if different than registered Sponsor contact): _____

Sponsor Approval

The signature of an authorized representative of the apprentice's registered sponsor attesting to the statement below is required in order to approve the addition of the work-based training hours reported on this form to the apprentice's training record.

I attest that the work-based training completed by the above named trainee/apprentice has been done under the supervision and direction of a certified tradesperson or an ITA-registered individual with Supervision and Sign-off Authority in this trade.

Sponsor Organization Name: LMS Employees' Association

Name of authorized sponsor representative: S. 22(1)

Sponsor Organization ITA ID#: 0116232

Signature of authorized sponsor representative: _____

June 6, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Apprentice Registered S. 22(1)

Dear S. 22(1)

Great news! S. 22(1) is now registered into the Ironworker (Reinforcing) Apprenticeship (HL) 2016 with your organization. A registration package has been sent to you by mail.

Your apprentice's ITA ID is S. 22(1) You will need this number when completing their ITA paperwork.

What Next?

1. Log on to your [ITA Direct Access](#) account to view your apprentice's records, report hours (including backdated hours) and more.
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October 25, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

Dear S. 22(1)

Please be advised we have received and processed a work-based training hours report of 468.75 Ironworker (Reinforcing) Workplace Hours on behalf of your apprentice S. 22(1). Please review the attached transcript for progress against program completion requirements (if applicable).

Sincerely,

ITA Customer Service

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June 6, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

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December 6, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: S. 22(1)

Dear S. 22(1)

Let's get S. 22(1) a step closer to certification! It has been 6 months since any Work Based Hours or Technical Training results were recorded for S. 22(1) in the Ironworker (Reinforcing) Apprenticeship (HL) 2016 program. Their apprenticeship will remain active but as it has been awhile we want to make sure everything is up to date.

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Program: Ironworker (Reinforcing) Apprenticeship (HL)
2016
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Address: S. 22(1) ITA ID #: S. 22(1)
Email Address: S. 22(1)
Phone Number: S. 22(1)
Fax Number:

Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 06, 2019 End Date: _____
(MM,DD,YYYY) (MM,DD,YYYY)

Work-based training hours reported during this period:

Workplace Hours Ironworker (Reinforcing) _____ Hours
Workplace Hours Reinforcing Steel Installer _____ Hours

Company name of employer providing work-based training hours (if different than registered Sponsor): _____

Employer contact name and telephone number (if different than registered Sponsor contact): _____

Sponsor Approval

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Sponsor Organization Name: LMS Employees' Association

Name of authorized sponsor representative: S. 22(1)

Sponsor Organization ITA ID#: 0116232

Signature of authorized sponsor representative: _____

June 6, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

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October 17, 2019

S. 22(1)
PO Box 637 STN A
Abbotsford BC V2T 6Z8

RE: Removal of Sponsor from Program For S. 22(1)

Dear S. 22(1)

LMS Employees' Association is no longer the sponsor of S. 22(1) in their Ironworker (Reinforcing) Apprenticeship (HL) 2016 program.

We have attached a Work Based Training Report to this email for S. 22(1). Please use this attached form to submit any unreported hours for them.

Thank you for your commitment to industry training.

Kind regards,

ITA Customer Service

cc: S. 22(1)

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ITA ID #: S. 22(1)
Email Address: S. 22(1)
Phone Number: S. 22(1)
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Work-Based Training Hours Report

Reporting Period:

Start Date: Jun 06, 2019 (MM,DD,YYYY) End Date: (MM,DD,YYYY)

Work-based training hours reported during this period:

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June 6, 2019

S. 22(1)
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December 6, 2019

S. 22(1)

PO Box 637 STN A
Abbotsford BC V2T 6Z8

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