



APPRENTICE TRAINING REQUEST

Apprentice Services

3700 Willingdon Avenue, Burnaby, BC V5G 3H2, SW1—First Floor

T 604.456.8100 • F 604.435.1197 • TF 1.800.667.0676 • W bcit.ca/apprenticeship

Instructions: 1) Save this PDF to your desktop, 2) Open with Adobe Reader or Adobe Acrobat, 3) Complete all required fields, 4) Save, 5) Close PDF then re-open to ensure the content you filled in has saved, 6) Submit to BCIT by fax, mail or in person.

Fields marked with an asterisk (*) are **mandatory**.

Note: Training requests received without the \$200 commitment fee per level will not be processed. Please do not email this form with your credit card information – fax or mail instead.

PERSONAL INFORMATION

Your BCIT Student Number A0	Gender* <input type="radio"/> Male <input type="radio"/> Female	ITA ID Number*	Birth Date (DD-MMM-YYYY)*
Legal Last Name (family name)*	Legal First Name (given name)*	Middle Name	Preferred First Name

CONTACT INFORMATION

Please provide at least one phone number*

Mailing Address (number and street)*		Home Phone Number	
City*	Province	Postal Code*	Mobile Phone Number
Country*	Personal (non-BCIT) Email Address*		

CITIZENSHIP / LANGUAGE

ABORIGINAL STATUS

Status in Canada* <input type="radio"/> Canadian Citizen <input type="radio"/> Diplomat or Diplomat Dependent <input type="radio"/> Live-In Caregiver Work Permit <input type="radio"/> Non-Canadian – Distance/Online <input type="radio"/> Permanent Resident <input type="radio"/> Refugee – Claimant <input type="radio"/> Refugee – Status Granted <input type="radio"/> Study Permit <input type="radio"/> Visitor or Visitor Visa <input type="radio"/> Work Permit	Country of Citizenship*	Do you identify yourself as an Aboriginal person? <input type="radio"/> Yes <input type="radio"/> No
	Country of Birth*	If you identify yourself as an Aboriginal person, are you (please check all that apply): <input type="radio"/> First Nations <input type="radio"/> Métis <input type="radio"/> Inuit
	Is English your primary language?*	Please send me information on services available to Aboriginal students. <input type="radio"/> Yes <input type="radio"/> No

PROGRAM INFORMATION Visit bcit.ca/apprenticeship/students/training for available training dates.

Trade/Program Name* (REQUIRED)			
Level	Intake Number*	Start Date*	Campus/Site*
1			
2			
3			
4			

EMPLOYER INFORMATION Your employer is the company/union who signed your ITA Apprentice and Sponsor Registration form.

Company/Union Name* (REQUIRED)		Mailing Address*	
City*	Province*	Postal Code*	Phone*

EMERGENCY CONTACT INFORMATION

First and Last Name	Phone Number	Relationship to You
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PAYMENT INFORMATION A \$200 commitment fee per level is required (non-refundable; applied to your tuition). Tuition is due 60 days before your level starts.

Payment Method* <input type="radio"/> Cheque (payable to BCIT) <input type="radio"/> Money Order (payable to BCIT) <input type="radio"/> Visa <input type="radio"/> MasterCard <input type="radio"/> American Express		Total Amount (\$200 per level)*
Credit Card Number	Expiry Date	Cardholder Name

Please be advised that upon registration for apprentice training, BCIT Apprentice Services reserves the right to communicate with your employer about your training dates, grades, attendance, and related academic information for purposes of scheduling intakes and administering the apprentice program. For questions about the protection of your personal information, contact BCIT's Privacy and Records Management office.