

## INSTRUCTIONS TO APPLY FOR A CERTIFICATE

Enclose a cheque, bank draft or money order made payable to the Saskatchewan Apprenticeship and Trade Certification Commission, or SATCC, or complete credit card information on the application. The application fee is non-refundable. There will be a \$25 charge for NSF cheques. No post-dated cheques accepted.

The following must be submitted with your Application for Certificate. Only one option applies:

1. **Learner's Certificate (Hairstylist): \$75 (CAD) Account 426905**
  - Attach photocopies of transcripts and completion certificates from an approved training program.
  - Attach a copy of your high school transcripts.
  
2. **Blue Seal - Achievement in Business Competencies Program: \$75 (CAD) - Account 485100**
  - Attach a photocopy of your journey person certification.
  - Attach photocopies of transcripts and completion certificates from training programs or documentation which confirms the successful completion of 150 hours of study in relevant subject areas. Refer to the "*Blue Seal Approved Areas of Study*" under *Quick Links* on the SATCC website ([www.saskapprenticeship.ca](http://www.saskapprenticeship.ca))
  
3. **Sprinkler Fitter - Certificate of Tradesperson's Registration: No fee.** There will be a one-year "grace period," to apply for the certificate until December 31, 2019. Effective January 1, 2020, the cost to apply for the certificate will be \$480.
  - Attach a completed Sprinkler Fitter Form 6A. Refer to the "Sprinkler Fitter page" under the "Designated Trades" section on the SATCC website to find the Form 6A ([www.saskapprenticeship.ca](http://www.saskapprenticeship.ca)).

Mail, fax, or scan and email your application to:

Saskatchewan Apprenticeship and Trade Certification Commission (SATCC)  
2140 Hamilton Street  
REGINA SK S4P 2E3

Fax: 306-787-5105  
Email: [SATCC@gov.sk.ca](mailto:SATCC@gov.sk.ca)

Contact this office at (306) 787-2444 or toll free 1-877-363-0536 if you have any questions or concerns.



2140 Hamilton Street  
 Regina, Saskatchewan S4P 2E3  
 Tel (306) 787-2444  
 Toll Free 1-877-363-0536  
 Fax (306) 787-5105

For Office Use Only

## Form 3 Application for a Certificate

Trade:

**Personal Information: (please print)**

Last Name	Given Name	Middle Name

Mailing Address (Box/Street Number & Name; City, Prov., Postal Code)

Home Phone Number	Cell Phone Number	Work Phone Number

Email Address	PSE Number

Date of Birth (DD-MM-YYYY)

Gender:  Male  Female

- Are you a permanent resident of Canada?
- Are you a temporary foreign worker?

**Type of Certificate:**

- Learner's Certificate (Hairstylist): \$75 (CAD) Account 426905**
- Blue Seal - Achievement in Business Competencies Program: \$75 (CAD) Account 485100**
- Sprinkler Fitter - Certificate of Tradesperson's Registration: No Fee**

**Completion of this area is mandatory.**

Consent to Disclose Information: My signature below authorizes the Saskatchewan Apprenticeship and Trade Certification Commission (the "SATCC") to collect, use and disclose personal information about me, pertaining to my participation in apprenticeship / certification programs, for the following purposes: (i) for the administration of the SATCC's programs, which may include sharing the information with any employer or institution providing me with apprenticeship or certification training; (ii) for the purposes of providing verification of my certification, determining my eligibility for apprenticeship and certification programs in other jurisdictions; (iii) assisting in inter-provincial labour mobility; (iv) program planning and (v) market research.

Date	Signature

**The following information is voluntary.**

**Aboriginal Ancestry:** Please check the appropriate category:

- First Nations  Métis  Inuit

**Disability:** Do you consider yourself to have a persistent and severe disability which limits employment activities?

- Yes  No

**Visible Minority:** For the purpose of equity programs, visible minority persons are "persons, other than Aboriginal people, who are people of colour." For example, African, Chinese, Korean, or other racial background. Do you consider yourself to be a visible minority person?

- Yes  No

Card Holder: <input style="width: 450px; height: 25px;" type="text"/>	Amount: \$ <input style="width: 100px; height: 25px;" type="text"/>
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Card Holder Day Time Phone Number or Email Address:

- Visa  Mastercard  Visa Debit Card  MasterCard Debit Card

Card Number: <input style="width: 300px; height: 25px;" type="text"/>	Expiry Date: <input style="width: 150px; height: 25px;" type="text"/>
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