



*Your complimentary
use period has ended.
Thank you for using
PDF Complete.*

[Click Here to upgrade to
Unlimited Pages and Expanded Features](#)

SECOND CAREER

The objective of Second Career is to provide laid off, unemployed individuals who require skills training to assist them to find work in occupations with demonstrated labour market prospects in Ontario.

The ultimate goal is to return individuals to employment by the most cost effective path.

Second Career provides funding
up to \$28,000 which includes:

tuition

books

other costs such as manuals or workbooks

transportation

a basic living allowance

Additional support may be available for people
with disabilities, dependent care, costs of living
away from home and academic upgrading.

You can apply to Second Career if you:

- * are laid off or have been laid off since January 2005
- * are unemployed or working an interim job
- * are choosing to retrain for a career that is in demand

A suitability assessment is required based on these criteria:

Active job search (documented evidence)

Length of unemployment

Education background

Work history

Labour market prospects

Training request

Experience and occupational skills

Contribution to retraining will depend
on your financial situation/assessment and
cost of training.

Things they consider include:

tuition

accommodation

living away from home allowance (if applicable)

food

phone, internet charges

course and incremental costs

books

heat and hydro

transportation

dependent care

disability supports (if applicable)

Talk to a Case Manager about your experience, skills and interests. Explore the options that may be right for you. Together with your Case Manager you can develop a personal plan to return to work.

Choose a new career with good job prospects. Labour market research and Informational interviews will help you determine this.

See our schedule of workshops to assist you.

Once you decide on a career, you will need proof that the job is in demand.

You must provide 3 appropriate job postings for this position and/or a letter from an employer willing to hire you when you are retrained.

See the list provided of Labour Market Indicators

& Job Futures job prospects on:

www.seconddcareerontario.com

<http://www.tcu.gov.on.ca/eng/seconddcareer/>

Choose a training course from a registered and recognized community and/or two private career colleges.

What You Need from Schools:

Quote should be on school letterhead
show program name
show full tuition payment schedule
proof of acceptance
number of hours of training
scheduled breaks in training

TO SUMMARIZE:

- Determine your career goal
- Gather labour market information
- Do informational interviews
- Have school research ready
- Have Letter of Acceptance from school
- Produce job search log
- Complete application for financial information
- Have current claim information printout

*Please remember that the Ministry's approval
for Second Career funding is separate from
college acceptance.*

***Both approvals must be obtained before you
start classes.***

***“An application to Second Career
must be approved by the Ministry
before you start training.”***

Second Career Application for Financial Assistance

***Our Case Managers will
help you every step of the
way.***

For general information visit **Second Career:**
<http://www.tcu.gov.on.ca/eng/secondcareer>

For **detailed** questions and answers:
<http://www.tcu.gov.on.ca/eng/eopg/programs/secondcareer.html>