



Bursary Policy

Executive Director, Controller and Administrative Staff are responsible for administering this policy.

Implementation Date: January 1st, 2021

Date of Last Revision: January 31st, 2024

Purpose:

This policy is to ensure that apprentices receive bursaries they are eligible for. It is also to ensure that no bursaries are paid to apprentices that do not qualify.

Eligibility for bursaries:

1. Apprentices are eligible for 1st year bursary once they have completed 1st year training at UAPICBC and worked for a UA Local 170 signatory contractor for 900 hours.
2. Apprentices are eligible for a 2nd year bursary once they have completed 2nd year training at UAPICBC and worked for a UA Local 170 signatory contractor for 2700 hours.
3. Apprentices are eligible for a 3rd year bursary once they have completed 3rd year training at UAPICBC and worked for a UA Local 170 signatory contractor for 4500 hours.
4. Apprentices are eligible for a 4th year bursary once they have completed 4th year training at UAPICBC and worked for a UA Local 170 signatory contractor for 6300 hours and have passed the IP Examination.



Potential reasons a bursary might be refused include, but are not limited to:

- a. Apprentice has not worked the required number of hours with a UA 170 signatory contractor,
- b. Apprentice is working for a non-union company,
- c. Apprentice has not completed the required level of training,
- d. Apprentice has already received the applicable bursary,
- e. Previous or current disciplinary review. Should a member be subject to a review or disciplinary action, the Executive Director will decide on granting a bursary.

Should an apprentice receive a bursary without having met the above conditions, the apprentice will be required to repay the funds **IN FULL**.

Amounts

For plumbing, steamfitting and pipefitting, the amount is \$ 500.00 per level.

For sprinklerfitting, the amount is \$ 666.67 per level.

The maximum amount an apprentice can receive is \$ 2 000.00.



Bursary/Gas Payment Requisition Form

Please complete all fields:

FULL NAME: _____

ADDRESS: _____

EMAIL: _____

PHONE NUMBER: _____

CELL NUMBER: _____

UA CARD NO: _____

AMOUNT PAID (\$)

FIRST BURSARY (900 HOURS)

SECOND BURSARY (2700 HOURS)

THIRD BURSARY (4500 HOURS)

FOURTH BURSARY (6300 HOURS + IP)

GAS B INITIAL TEST

UAPICBC STAFF MEMBER VERIFICATION:

_____ is a member in good standing with UA Local 170 and I have verified this member meets the conditions set in the *Bursary Policy*.

(UAPICBC Staff Name and Signature)

(Date)