



APPRENTICESHIP PATHWAY

Employer FAQ

Answers for sponsoring agencies about the Developmental Services Worker apprenticeship — timelines, costs, eligibility, and where employees complete their coursework.



How long will the program take?

Apprentices must complete **3,720 on-the-job hours**. The hours they already work for you as an employee count toward this total — there's no separate on-the-job requirement to schedule around.

The schooling portion typically takes **2–4 years**, depending on how many courses an employee takes each semester. Most apprentices complete 1–2 courses per semester, and can enroll in courses in the fall, winter, and summer semesters.



What is the financial responsibility of the employer?

- Employees typically pay the cost of their own courses — there is no specific direct cost to the employer.
- Employees are not paid by the employer for their time spent in the schooling portion of the program.
- Any incremental costs — such as backfilling a shift or offering tuition reimbursement — are determined by your agency.



Are there any grants to support employers?

Yes — your agency may qualify for a grant once the apprentice you sponsor completes the program.

Grant amounts and eligibility rules can change — check the current details here: ontario.ca/page/financial-supports-apprentices-and-sponsors



What are the requirements to be an apprentice?

In order to qualify, employees must:

- Have an **Ontario Secondary School Diploma (OSSD)**, GED, or equivalent.
- Be a **Canadian citizen or permanent resident**.



How is the program delivered?

Coursework is offered through four partner colleges, each with its own delivery format and program contact.

COLLEGE	CONTACT	DELIVERY METHOD	PROGRAM PAGE
Fanshawe	Holly Duff hduff@fanshawec.ca	All classes delivered virtually over Zoom. Typically one day a week, 8:00am–4:00pm.	fanshawec.ca →
St. Clair	Kim Smart Ksmart@stclaircollege.ca	Day classes, in person, scheduled throughout the week.	stclaircollege.ca →
Loyalist	onlineapprentice@loyalistcollege.com	Online.	loyalistcollege.com →
Georgian	Alison Bates Alison.Bates@GeorgianCollege.ca	Day classes, in person, scheduled throughout the week.	georgiancollege.ca →



If I have questions, who do I ask?

- Speak with the **Apprenticeship Advisor** in your area.
- Contact **Skilled Trades Ontario** directly — phone: 1-855-299-0028 (Ontario toll-free).
- Email or use their contact form: skilledtradesontario.ca/contact-us