

Ministry of Training
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Dear private career colleges,

By now you will have received a letter from the Honourable Christopher Bentley, Minister of Training, Colleges and Universities, announcing the proclamation of the *Private Career Colleges Act, 2005* (PCCA) on September 18th, 2006. I would like to join Minister Bentley in thanking you for your ongoing and active involvement in the development of the new Act and regulations. Proclamation of the PCCA is a major milestone for the ministry and PCCs. The new Act will improve student protection, quality and accountability in the PCC sector.

The Act can be found on Ontario E-laws at: <http://www.e-laws.gov.on.ca>

Regulations 414/06 (TCAF) and 415/06 (General) will soon be posted on the Ontario E-laws website: <http://www.e-laws.gov.on.ca>

I would like to take this opportunity to provide you with information related to implementation of the new Act and Regulations and inform you of the multiple tools and resources the ministry will be providing in order to help you to comply with the new requirements.

1. Key Implementation Details

Along with this letter, you will be receiving a table that provides the main implementation dates for the new Act and Regulations. Please note, however, that you will still need to familiarize yourself with the full text of the Act and Regulations.

2. Tools and Resources for PCCs

Training Sessions – regional training sessions to help PCCs learn the new requirements of the Act and Regulations will be held in Toronto, London, Hamilton, Kingston, Ottawa, Thunder Bay and North Bay in the first three weeks of October. All PCCs are strongly encouraged to attend one of these training sessions, where ministry staff will be able to respond to specific questions and help you to ensure that your business practices are in compliance with the new requirements. Stay tuned for an invitation to the training sessions.

Training Toolkit – an extensive toolkit that explains all the requirements of the new Act and Regulations is currently under development and will be made available to PCCs. It will be available at the training sessions.

Website – the ministry's website at <http://www.edu.gov.on.ca/eng/general/private.html> will be updated with materials

related to the new Act and Regulations. Check the site frequently for new additions. We will send you notices by email when new content is added to the website.

Guidelines, Fact Sheets and Qs & As are being developed to help you fill out applications and other forms, and to help explain key components of the Act such as the refund policy and advertising standards. These will be available electronically and will be posted on the website as they are developed.

3. Training Completion Assurance Fund

Further information on the establishment of the Training Completion Assurance Fund will be coming to you soon in a separate letter.

4. Renewal of registration under the new Act

Rather than having all private career colleges renew registration at the same time each year, the Private Institutions Branch will be implementing a staggered cycle for renewals of registration. More detailed instructions on the new renewal dates will be provided to you in the coming weeks.

Should you require clarification about the process of implementing the new Act and Regulations before you attend a training session, you can contact the ministry at PrivateCareerCollegesAct@Ontario.ca or 416-314-0500.

I look forward to continuing to work closely with PCCs as we move forward to implement the *Private Career College Act, 2005* and its supporting Regulations.

Sincerely,

Signed copy on file

Susan Hoyle-Howieson
Superintendent of Private Career Colleges