Registered Apprenticeship Information System (RAIS)

Data Element Manual

Center for Education Statistics
Statistics Canada
January 2025

General Description

This manual describes the data elements to be included in the Registered Apprenticeship Information System (RAIS).

The data reported should consist of one record for every registration of an individual in the apprenticeship system during the reporting year. All data elements should be reported for registered apprentices. The required information for trade qualifiers (challengers) include several of the data elements, however, the ones not requested include data elements 28, 33 to 36 and 39 to 57.

For each data element, which is identified by name and element number, there is a complete description of the data required for the element, definitions of terms (where appropriate), and a complete listing of all of the possible code sets that should be used. In addition, some specific examples are included where additional clarification is required to ensure consistent interpretation of the elements.

A total of 19 data elements have been identified as essential. These are the core information needed for registered apprenticeship programs and trade qualifiers (challengers) in order to enable Statistics Canada to release annual statistics on registrations, completions and certifications. These core elements are: data elements 1 to 3, 5, 20, 21, 29 to 36, 38, 39, 41, 58 and 59.

To facilitate the processing of the input data into the RAIS system, it is best that the reported data file be sent in a flat file format with a ".txt" extension. The data file should not contain delimiters of any sort and have a record length of 752 bytes.

In addition to the data report, it would be appreciated if a separate file with the most recent list of trade Code sets, and their description, be made available.

Elements reserved for Statistics Canada

A total of nine elements are reserved for Statistics Canada; these are either elements that Statistics Canada will be deriving or elements that are meant to be used internally only.

Jurisdictions are not to report information for these elements. A list of these seven elements is available in Appendix A of this document.

Data Elements

Element No.	Description
Element No. 1:	Reporting year [1]
Element No. 2:	Jurisdiction [1]
Element No. 3:	Identification number [1]
Element No. 4:	Social Insurance Number (SIN)
Element No. 5:	Apprentice or trade qualifier (challenger) indicator [1]
Element No. 6:	First name
Element No. 7:	Middle name
Element No. 8:	Last/Family name
Element No. 9:	Address
Element No. 10:	City name
Element No. 11:	Jurisdiction of residence
Element No. 12:	Postal code
Element No. 13:	Area code of work phone
Element No. 14:	Work phone number
Element No. 15:	Work phone number extension
Element No. 16:	Area code of home phone
Element No. 17:	Home phone number
Element No. 18:	Area code of cell phone
Element No. 19:	Cell phone number
Element No. 20:	Sex [1]
Element No. 21:	Date of birth [1]
Element No. 22:	Aboriginal group
Element No. 23:	Filler, previously Disability or activity limitations [2]
Element No. 24:	Highest education level
Element No. 25:	Filler, previously previous apprenticeship training [2]
Element No. 26:	Filler, previously previous apprenticeship training date [2]
Element No. 27:	Filler, previously previous apprenticeship training jurisdiction [2]
Element No. 28:	Filler, previously Business number (BN) [2]
Element No. 29:	Trade code [1]
Element No. 30:	Trade code description [1]
Element No. 31:	Filler, previously Level code [2]
Element No. 32:	Filler, previously Level code description [2]
Element No. 33:	Program duration [1, 3]
Element No. 34:	Duration in hours for duration based programs [1, 3]
Element No. 35:	Program duration units [1, 3]
Element No. 36:	Competency or duration based program [1, 3]
Element No. 37:	Compulsory or voluntary trade
Element No. 38:	Registration status [1, 3]
Element No. 39:	Date of registration [1, 3]
Element No. 40:	Reinstatement date [3]
Element No. 41:	Status at end of reporting period [1, 3]
Element No. 42:	Initial credits at registration [3]
Element No. 43:	Type of initial credits at registration [3]
Element No. 44:	Technical training credits at registration [3]
Element No. 45:	Type of technical training credits at registration [3]

[1] Core elements
[2] Data element removed
[3] Do not report for trade qualifiers (« challengers »)

Element No. 46: On-the-job training credits at registration [3]
Element No. 47: Type of on-the-job training credits at registration [3]
Element No. 48: On-the-job hours completed to date for duration based programs [3]
Element No. 49: Competency based on-the-job levels completed to date [3]
Element No. 50: Competency based on-the-job levels required [3]
Element No. 51: Date of latest recording of hours completed to date [3]
Element No. 52: Technical levels or courses completed to date [3]
Element No. 53: Technical hours completed to date [3]
Element No. 54: Number of technical levels or courses required [3]
Element No. 55: Technical hours required [3]
Element No. 56: Method/Mode of institutional training [3]
Element No. 57: Filler, previously Full-time/Part-time status [3]
Element No. 58: Type of certificate of qualification granted [1]
Element No. 59: Date of certification [1]
Element No. 60: Prior trade certificate
Element No. 61: Filler

Elements reserved for Statistics Canada [4]

STC Element No. 1: RAIS Trade code
STC Element No. 2: Red Seal or non-Red Seal indicator
STC Element No. 3: Red Seal or non-Red Seal endorsement
STC Element No. 4: Current year or period of the program
STC Element No. 5: Age in years
STC Element No. 6: Input type
STC Element No. 7: Certificate or registration indicator
STC Element No. 8: Previous apprenticeship training - RAIS Trade code
STC Element No. 9: Prior trade certificate - RAIS Trade code

[1] Core elements
[2] Data element removed
[3] Do not report for trade qualifiers (« challengers »)
[4] Jurisdictions are not asked to report these elements – reserved for Statistics Canada

Element No. 1

<table>
<tr><td>Element No. 1</td><td>Reporting year</td></tr>
<tr><td>Acronym:</td><td>REPYR</td></tr>
<tr><td>Description:</td><td>The calendar year for which the reported data is valid. This should consist of a complete calendar year from January 1 to December 31.

Report for the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>4</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>YYYY</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Reporting Year</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 2

<table>
<tr><td>Element No. 2</td><td>Jurisdiction</td></tr>
<tr><td>Acronym:</td><td>PROV</td></tr>
<tr><td>Description:</td><td>Identifies the province or territory submitting the data, using the Statistics Canada province and territory code set.

Report for the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>10</td><td>Newfoundland and Labrador</td></tr>
<tr><td>11</td><td>Prince Edward Island</td></tr>
<tr><td>12</td><td>Nova Scotia</td></tr>
<tr><td>13</td><td>New Brunswick</td></tr>
<tr><td>24</td><td>Quebec</td></tr>
<tr><td>35</td><td>Ontario</td></tr>
<tr><td>46</td><td>Manitoba</td></tr>
<tr><td>47</td><td>Saskatchewan</td></tr>
<tr><td>48</td><td>Alberta</td></tr>
<tr><td>59</td><td>British Columbia</td></tr>
<tr><td>60</td><td>Yukon</td></tr>
<tr><td>61</td><td>Northwest Territories</td></tr>
<tr><td>62</td><td>Nunavut</td></tr>
<tr><td>99</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 3

<table>
<tr><td>Element No. 3</td><td>Identification number</td></tr>
<tr><td>Acronym:</td><td>IDENT</td></tr>
<tr><td>Description:</td><td>A unique identifier for each individual record representing either an apprentice or trade qualifier (challenger). It should remain consistent from reporting year to reporting year.

Consistent reporting of the same unique identifier should be maintained for the same individual, across reporting periods. If a change should occur in your unique identifier, ensure Statistics Canada is informed of this change, and include concordance information in future reports to bridge this change.

In this element, report a unique identifier, (not the Social Insurance Number, S.I.N.) used by your jurisdiction, such as a registered apprenticeship registration number, client number, etc.

If the S.I.N. is also available, report using the next data element no. 4 - Social Insurance Number.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>12</td></tr>
<tr><td>Data type:</td><td>Character</td></tr>
<tr><td>Format:</td><td>Acceptable characters are limited to:
Uppercase letters from ACSII-7 bit character set ([A-Z]);
Lowercase letters from ACSII-7 bit character set ([a-z]);
Accented characters (Â À Ç É Ê Ë È Î Ï Ô Û Ü â à ç é ê ë è î ï ô û ü)
Special characters:
Spaces ( );
Periods (.);
Apostrophes (‘);
Hyphens (-).</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>Up to 12 characters</td><td>Unique identifier for each individual record</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 4

<table>
<tr><td>Element No. 4</td><td>Social Insurance Number</td></tr>
<tr><td>Acronym:</td><td>SIN</td></tr>
<tr><td>Description:</td><td>The Social Insurance Number (SIN) of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>9</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[000000000 – 999999998]</td><td>Social insurance number of the apprentice or trade qualifier (challenger).</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 5

<table>
<tr><td>Element No. 5</td><td>Apprentice or trade qualifier (challenger) indicator</td></tr>
<tr><td>Acronym:</td><td>APPTQIND</td></tr>
<tr><td>Description:</td><td>In this element, indicate if the individual is a registered apprentice or a trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Registered Apprentice</td></tr>
<tr><td>2</td><td>Trade qualifier (challenger)</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 6

<table>
<tr><td>Element No. 6</td><td>First Name</td></tr>
<tr><td>Acronym:</td><td>FNAME</td></tr>
<tr><td>Description:</td><td>First name of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>25</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>Up to 25 characters</td><td>First name (given name) of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 7

<table>
<tr><td>Element No. 7</td><td>Middle Name</td></tr>
<tr><td>Acronym:</td><td>MNAME</td></tr>
<tr><td>Description:</td><td>Middle name of the apprentice or trade qualifier (challenger).

Note: If you cannot report the first name and middle name as separate fields, enter both names in the previous element no. 6 - First name, and leave this element blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>25</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>Up to 25 characters</td><td>Middle name of the apprentice or trade qualifier (challenger)</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 8

<table>
<tr><td>Element No. 8</td><td>Last/Family Name</td></tr>
<tr><td>Acronym:</td><td>LNAME</td></tr>
<tr><td>Description:</td><td>Family or last name of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>30</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>Up to 30 characters</td><td>Family or last name (surname) of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 9

<table>
<tr><td>Element No. 9</td><td>Address</td></tr>
<tr><td>Acronym:</td><td>ADDRESS</td></tr>
<tr><td>Description:</td><td>The address number, apartment number (if applicable), street name, PO Box or Rural Route (RR) (if applicable) of the current residence of the apprentice or trade qualifier (challenger).

Report as one string the address information of the current residence of the apprentice or trade qualifier (challenger). In addition to the address number, apartment number, street name and PO Box/RR number, also include in this element the street type and direction of street (if applicable).

For street type, the short form abbreviation can be reported, such as St. for Street, Ave. for Avenue, etc.

The direction of the street can also be in the abbreviated form of N for North, S for South, etc. (N, S, E, W, NE, NW, SE, SW).

Other address information, such as city name, province/territory of residence and postal code should be reported as separate elements in no. 10 - City name, no. 11 - Jurisdiction of residence and no. 12 - Postal code.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>125</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>Up to 125 characters</td><td>Address of the current residence of the apprentice or trade qualifier (challenger)</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 10

<table>
<tr><td>Element No. 10</td><td>City Name</td></tr>
<tr><td>Acronym:</td><td>CITY</td></tr>
<tr><td>Description:</td><td>Name of the city or town of the current residence of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>60</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>Up to 60 characters</td><td>Name of the city or town of the current residence of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 11

Element No. 11	Jurisdiction of Residence
Acronym:	PROVRES
Description:	This element identifies the province or territory of residence of the apprentice or trade qualifier (challenger), using the Statistics Canada's code set.
Effective:	Reference year 2008 and onwards.
Length:	2
Data type:	Numeric
Specific values and meaning:	

Value	Meaning
10	Newfoundland and Labrador
11	Prince Edward Island
12	Nova Scotia
13	New Brunswick
24	Quebec
35	Ontario
46	Manitoba
47	Saskatchewan
48	Alberta
59	British Columbia
60	Yukon
61	Northwest Territories
62	Nunavut
99	Unknown

Revision:

Year	Description
Not applicable	Not applicable

Element No. 12

<table>
<tr><td>Element No. 12</td><td>Postal Code</td></tr>
<tr><td>Acronym:</td><td>PC</td></tr>
<tr><td>Description:</td><td>Postal code of the current residence of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>6</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Format:</td><td>A0A0A0</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[A0A0A0 – Z9Z9Z9]</td><td>Postal code of the current residence of the apprentice or trade qualifier (challenger).</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 13

<table>
<tr><td>Element No. 13</td><td>Area code of work phone</td></tr>
<tr><td>Acronym:</td><td>WKAREA</td></tr>
<tr><td>Description:</td><td>3-digit area code of the work phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[000–998]</td><td>Area code of the work phone number of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
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Element No. 14

<table>
<tr><td>Element No. 14</td><td>Work phone number</td></tr>
<tr><td>Acronym:</td><td>WKPHONE</td></tr>
<tr><td>Description:</td><td>Work phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>7</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[0000000 – 9999998]</td><td>Work phone number of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
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Element No. 15

<table>
<tr><td>Element No. 15</td><td>Work phone number extension</td></tr>
<tr><td>Acronym:</td><td>WKEXT</td></tr>
<tr><td>Description:</td><td>Work phone number extension (if applicable) of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
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<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[00000 – 99998]</td><td>Work phone number extension of the apprentice or trade qualifier (challenger)</td></tr>
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<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 16

<table>
<tr><td>Element No. 16</td><td>Area code of home phone</td></tr>
<tr><td>Acronym:</td><td>HMAREA</td></tr>
<tr><td>Description:</td><td>3-digit area code of the home phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[000–998]</td><td>Area code of the home phone number of the apprentice or trade qualifier (challenger)</td></tr>
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</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 17

<table>
<tr><td>Element No. 17</td><td>Home phone number</td></tr>
<tr><td>Acronym:</td><td>HMPHONE</td></tr>
<tr><td>Description:</td><td>Home phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>7</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[0000000 – 9999998]</td><td>Home phone number of the apprentice or trade qualifier (challenger)</td></tr>
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<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 18

<table>
<tr><td>Element No. 18</td><td>Area code of cell phone</td></tr>
<tr><td>Acronym:</td><td>CLAREA</td></tr>
<tr><td>Description:</td><td>3-digit area code of the cell phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[000–998]</td><td>Area code of the cell phone number of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
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Element No. 19

<table>
<tr><td>Element No. 19</td><td>Cell phone number</td></tr>
<tr><td>Acronym:</td><td>CLPHONE</td></tr>
<tr><td>Description:</td><td>Cell phone number of the apprentice or trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>7</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[0000000 – 9999998]</td><td>Cell phone number of the apprentice or trade qualifier (challenger)</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 20

<table>
<tr><td>Element No. 20</td><td>Sex</td></tr>
<tr><td>Acronym:</td><td>Sex</td></tr>
<tr><td>Description:</td><td>The sex of the apprentice or trade qualifier (challenger).

Note: If jurisdictions collect an “other” category, report these cases as blanks.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Male</td></tr>
<tr><td>2</td><td>Female</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 21

<table>
<tr><td>Element No. 21</td><td>Date of Birth</td></tr>
<tr><td>Acronym:</td><td>BIRTHD</td></tr>
<tr><td>Description:</td><td>Date of birth of the apprentice or trade qualifier (challenger), represented by the day, month and year.

Note: For this element do not report any empty spaces, dashes or backslashes. Each field in this element should be filled with a character (e.g. 03061985).

If not available, leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>8</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>DDMMYYYY where DD stands for the day, MM stands for the month and YYYY stands for the year.</td></tr>
<tr><td>Specific values and meaning:</td><td>DD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-31]</td><td>Day of birth</td></tr></table>MM<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-12]</td><td>Month of birth (January – December)</td></tr></table>YYYY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Year of birth</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 22

<table>
<tr><td>Element No. 22</td><td>Aboriginal Group</td></tr>
<tr><td>Acronym:</td><td>ABSTATUS</td></tr>
<tr><td>Description:</td><td>This element identifies the Aboriginal group of the apprentice or trade qualifier (challenger), if applicable.

A person with Aboriginal identity includes someone who is First Nations (North American Indian), Métis or Inuk (Inuit).

First Nations (North American Indian) includes Status Indians, and Non-Status Indians.

A person with non-Aboriginal identity should be reported as code = 5.

If province and territory are unable to provide information for trade qualifier (challenger) please leave blank, do not report.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>First Nations (North American Indian)</td></tr>
<tr><td>2</td><td>Métis</td></tr>
<tr><td>3</td><td>Inuk (Inuit)</td></tr>
<tr><td>4</td><td>Person identifying with more than one group</td></tr>
<tr><td>5</td><td>Not an Aboriginal person</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Name of data element revised to align with Statistics Canada standards.
Specific values and meaning: To align with Statistics Canada standards, Value 1 Meaning modified to “First Nations (North American Indian),” Value 3 meaning modified to “Inuk (Inuit),” and Value 5 meaning modified to “Not an Aboriginal person.”</td></tr>
</table>
</td></tr>
</table>

Element No. 23

<table>
<tr><td>Element No. 23</td><td>Filler (Previously Disability or activity limitations)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting disability or activity limitations.</td></tr>
</table>
</td></tr>
</table>

Element No. 24

<table>
<tr><td>Element No. 24</td><td>Highest Education Level</td></tr>
<tr><td>Acronym:</td><td>HIGEDLEV</td></tr>
<tr><td>Description:</td><td>The highest achieved level of education obtained prior to registration in the current trade program.

If information on the highest level of education is not available, please report as code = 99.

Also report for trade qualifier (challenger), if information on the highest achieved level of education is available. If your jurisdiction is not able to provide information for trade qualifier (challenger), please leave blank, do not report.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>01</td><td>Completed some elementary school</td></tr>
<tr><td>02</td><td>Completed elementary school</td></tr>
<tr><td>03</td><td>Grade 7 (Secondary 1)</td></tr>
<tr><td>04</td><td>Grade 8 (Secondary 2)</td></tr>
<tr><td>05</td><td>Grade 9 (Secondary 3)</td></tr>
<tr><td>06</td><td>Grade 10 (Secondary 4)</td></tr>
<tr><td>07</td><td>Grade 11 (Secondary (5)</td></tr>
<tr><td>08</td><td>Grade 12 (if applicable)</td></tr>
<tr><td>09</td><td>Grade 13 (if applicable)</td></tr>
<tr><td>10</td><td>High school graduation certificate or equivalency certificate</td></tr>
<tr><td>11</td><td>Registered apprenticeship certificate</td></tr>
<tr><td>12</td><td>Other trade certificate or diploma</td></tr>
<tr><td>13</td><td>College, technical, CEGEP or non-university certificate or diploma (includes pre-employment/pre-apprenticeship program)</td></tr>
<tr><td>14</td><td>College, technical, CEGEP or non-university certificate or diploma</td></tr>
<tr><td>15</td><td>University</td></tr>
<tr><td>16</td><td>Other</td></tr>
<tr><td>99</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 25

<table>
<tr><td>Element No. 25</td><td>Filler (Previously Previous apprenticeship training)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>10</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting previous apprenticeship training. This information can be found in the RAIS longitudinal data file.</td></tr>
</table>
</td></tr>
</table>

Element No. 26

<table>
<tr><td>Element No. 26</td><td>Filler (Previously Previous apprenticeship training date)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>6</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting previous apprenticeship training. This information can be found in the RAIS longitudinal data file.</td></tr>
</table>
</td></tr>
</table>

Element No. 27

<table>
<tr><td>Element No. 27</td><td>Filler (Previous apprenticeship training jurisdiction)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting previous apprenticeship training. Information can be found in the RAIS longitudinal data file.</td></tr>
</table>
</td></tr>
</table>

Element No. 28

<table>
<tr><td>Element No. 28</td><td>Filler (Previously Business number)</td></tr>
<tr><td>Acronym:</td><td>BN</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>9</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting business number.</td></tr>
</table>
</td></tr>
</table>

Element No. 29

<table>
<tr><td>Element No. 29</td><td>Trade code</td></tr>
<tr><td>Acronym:</td><td>TRADE</td></tr>
<tr><td>Description:</td><td>The trade in which the apprentice is registered, or the trade qualifier (challenger) is certified.

The identifier for this trade is the trade code used by the jurisdiction.

Segmented trades: Some larger trade families can be divided into segments where each segment has its own apprenticeship program and certificate. Apprentices can become certified in one segment or complete all segments under the trade family.

In instances where the trade code includes additional digits to identify that the trade is segmented (has a level, class, category, etc.), include these additional digits in this data element. This does not refer to an apprentice’s level of technical training. An apprentice’s level of technical training, if available, should be reported in data element no. 52.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>10</td></tr>
<tr><td>Data type:</td><td>Character</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000000000-9999999998]</td><td>Trade code used by jurisdiction</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 30

<table>
<tr><td>Element No. 30</td><td>Trade code Description</td></tr>
<tr><td>Acronym:</td><td>TRADEDES</td></tr>
<tr><td>Description:</td><td>The name of the trade reported as a trade code in the previous element no. 29 – Trade code.

Report the complete name of the trade and do not include short form abbreviations.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>80</td></tr>
<tr><td>Data type:</td><td>character</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>Up to 80 characters</td><td>Name of the trade reported in element 29.</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 31

<table>
<tr><td>Element No. 31</td><td>Filler (Previously Level code)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>8</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting level code.</td></tr>
</table>
</td></tr>
</table>

Element No. 32

<table>
<tr><td>Element No. 32</td><td>Filler (Level code description)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>80</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting level code description.</td></tr>
</table>
</td></tr>
</table>

Element No. 33

<table>
<tr><td>Element No. 33</td><td>Program duration</td></tr>
<tr><td>Acronym:</td><td>DURPGM</td></tr>
<tr><td>Description:</td><td>This element identifies the normal length of time required to complete the entire program and is usually expressed in years, periods or skills/competency levels

Element no. 35 Program duration units specifies the duration units of the program.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[000-998]</td><td>The normal length of time required to complete the entire program. Duration in the unit as specified in DURUNITS, Element 35.</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 34

<table>
<tr><td>Element No. 34</td><td>Duration in hours for duration based program</td></tr>
<tr><td>Acronym:</td><td>DURHOURS</td></tr>
<tr><td>Description:</td><td>Identifies the total overall program duration in hours (e.g. 8000) reported in the previous element no. 33 - Program duration.

Note: The hours reported apply to the normal overall program length in hours and should have the same hours for all records with the same trade reported in the previous element no. 29 – Trade code.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Duration in hours</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 35

<table>
<tr><td>Element No. 35</td><td>Program duration units</td></tr>
<tr><td>Acronym:</td><td>DURUNITS</td></tr>
<tr><td>Description:</td><td>Identifies the type of unit used to measure the intervals over the duration of the program reported in element no. 33 - Program duration.

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Years</td></tr>
<tr><td>2</td><td>Periods</td></tr>
<tr><td>3</td><td>Skills/Competency levels</td></tr>
<tr><td>4</td><td>Program credits</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 36

<table>
<tr><td>Element No. 36</td><td>Competency or duration based program</td></tr>
<tr><td>Acronym:</td><td>COMPDUR</td></tr>
<tr><td>Description:</td><td>Identifies if the trade program is offered as a competency based program or a duration based program.

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Duration based program</td></tr>
<tr><td>2</td><td>Competency based program</td></tr>
<tr><td>3</td><td>Duration and competency based program</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 37

<table>
<tr><td>Element No. 37</td><td>Compulsory or voluntary trade</td></tr>
<tr><td>Acronym:</td><td>COMPVOL</td></tr>
<tr><td>Description:</td><td>This element identifies if the trade is a compulsory certified trade or a voluntary certified trade.

Report for the registered apprentice and trade qualifier (challenger).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Compulsory</td></tr>
<tr><td>2</td><td>Voluntary</td></tr>
<tr><td>3</td><td>Compulsory and voluntary</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 38

<table>
<tr><td>Element No. 38</td><td>Registration status</td></tr>
<tr><td>Acronym:</td><td>REGIST</td></tr>
<tr><td>Description:</td><td>This element identifies the registration status of the apprentice at the beginning and during the reporting period.

If an apprentice, in any given trade, is still registered at the start of the year, but discontinues during the year and is reinstated later that same year in the same trade, please report the registration status of the apprentice as code “1- Already registered (beginning of report period).

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Already registered (beginning of report period)</td></tr>
<tr><td>2</td><td>New registration (during report period)</td></tr>
<tr><td>3</td><td>Reinstatement (during report period)</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 39

<table>
<tr><td>Element No. 39</td><td>Date of registration</td></tr>
<tr><td>Acronym:</td><td>DATEREG</td></tr>
<tr><td>Description:</td><td>This element identifies the date when the current contract or agreement of understanding between an apprentice and employer was registered with the jurisdiction.

Do not report for trade qualifier (challenger), leave blank.

Note: For this data element, do not report any empty spaces, dashes or backslashes. Each field in this data element should be filled with a character (e.g. 03061985).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>8</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>DDMMYYYY where DD stands for the day, MM stands for the month and YYYY stands for the year.</td></tr>
<tr><td>Specific values and meaning:</td><td>DD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-31]</td><td>Day of registration</td></tr></table>MM<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-12]</td><td>Month of registration (January – December)</td></tr></table>YYYY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Year of registration</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 40

<table>
<tr><td>Element No. 40</td><td>Reinstatement date</td></tr>
<tr><td>Acronym:</td><td>DATEREIN</td></tr>
<tr><td>Description:</td><td>If a reinstatement has been reported for the apprentice in element no. 38 - Registration status, use this element to identify the date of the reinstatement.

Do not report for trade qualifier (challenger), leave blank.

Note: For this data element, do not report any empty spaces, dashes or backslashes. Each field in this data element should be filled with a character (e.g. 061985).

If not available, leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>6</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>MMYYYY where MM stands for the month and YYYY stands for the year.</td></tr>
<tr><td>Specific values and meaning:</td><td>MM<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-12]</td><td>Month of reinstatement (January – December)</td></tr></table>YYYY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Year of reinstatement</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 41

Element No. 41	Status at end of reporting period
Acronym:	STATEND
Description:	This element identifies the status of the apprentice during the reporting period and at the end of the reporting period. When reporting information on apprentices that have successfully completed their programs and obtained their certificates, there can be a choice of three different types: The first and most common, is identified below as a code = 2, and relates to the successful completion of the entire program, regardless of length, with a certificate granted after the entire program is completed. The second and third types of successful completion are identified below by code = 3 and code = 4, and relate to certain programs which grant certificates after a segment of a longer extended program is completed. Examples of this type of completion are the Motor Vehicle Body Prepper and Motor Vehicle Body Refinisher programs, which are shorter in duration length, and designed as separate and partitioned programs of the extended Motor Vehicle Body Repairers program. These shorter programs usually allow an individual, after receiving their certificate, the choice of either continuing or not continuing their training in the extended program. Because of this choice, code = 4 is used to identify an individual who has decided to continue in the extended program of the trade, while code = 3 is used to identify an individual who has decided not to continue in the extended program. **Note**: When reporting the successfully completed for programs which have been partitioned, do not relate this to the completion of an individual class or level found in some programs, which have divided their training into several classes or levels, such as the stationary engineer – 1st class, 2nd class, 3rd class, etc. Apprentices whose program has been modified (either for administrative reasons, or through switching apprenticeship programs) should be reported as code = 6 “transferred to another program.” Do not report for trade qualifier (challenger); code as “0 – Not applicable”.
Effective:	Reference year 2008 and onwards.
Length:	1

<table>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Continuing and still registered</td></tr>
<tr><td>2</td><td>Successfully completed the entire program with a certificate granted</td></tr>
<tr><td>3</td><td>Successfully completed a segment of an entire program with a certificate granted and not continuing in the trade</td></tr>
<tr><td>4</td><td>Successfully completed a segment of an entire program with a certificate granted and still continuing in the trade</td></tr>
<tr><td>5</td><td>Discontinued the program (cancelled, suspended, terminated, etc.)</td></tr>
<tr><td>6</td><td>Transferred to another program</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 42

<table>
<tr><td>Element No. 42</td><td>Initial credits at registration</td></tr>
<tr><td>Acronym:</td><td>INICREDR</td></tr>
<tr><td>Description:</td><td>In this element, report the credits (either in hours, skill/competency levels or program credits) given for combined technical (in-class) training (obtained from colleges, high schools, or similar postsecondary and secondary institutions, etc.) and for on-the-job (work) training, prior to starting the apprenticeship program.

In the following element no. 43 – Type of initial credits at registration, report whether the credits are in hours, skill/competency levels or program credits.

Note: Only report this element if technical (in-class) training and on-the-job (work) training information cannot be reported separately as two elements in no. 44 - Technical training credits at registration and no. 46 - On-the-job training credits at registration.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Initial credits at registration (hours, skill/competency levels or program credits)</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 43

<table>
<tr><td>Element No. 43</td><td>Type of initial credits at registration</td></tr>
<tr><td>Acronym:</td><td>TYINCRED</td></tr>
<tr><td>Description:</td><td>Identifies the type of credits given for combined technical (in-class) training and for on-the-job (work) training, prior to starting the apprenticeship program as reported in the previous element no. 42 - Initial credits at registration.

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
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<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Hours</td></tr>
<tr><td>2</td><td>Skills/Competency levels</td></tr>
<tr><td>3</td><td>Program credits</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 44

<table>
<tr><td>Element No. 44</td><td>Technical training credits at registration</td></tr>
<tr><td>Acronym:</td><td>TECCREDR</td></tr>
<tr><td>Description:</td><td>In this element, report the credits (either in hours, skill/competency levels or program credits) given for technical (in-class) training or courses prior to starting the apprenticeship program.

The following element no. 45 – Type of technical training credits at registration, reports whether the credits are in hours, skill/competency levels or program credits.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Technical training credits at registration (hours, skill/competency levels or program credits)</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 45

<table>
<tr><td>Element No. 45</td><td>Type of technical training credits at registration</td></tr>
<tr><td>Acronym:</td><td>TYTECRED</td></tr>
<tr><td>Description:</td><td>Report the type of credits identified in the previous element no. 44 - Technical training credits at registration.

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Hours</td></tr>
<tr><td>2</td><td>Skills/Competency levels</td></tr>
<tr><td>3</td><td>Program credits</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
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</table>
</td></tr>
</table>

Element No. 46

<table>
<tr><td>Element No. 46</td><td>On-the-job training credits at registration</td></tr>
<tr><td>Acronym:</td><td>JOBCREDR</td></tr>
<tr><td>Description:</td><td>In this element, report the credits (either in hours, skill/competency levels or program credits) given for on-the-job (work) training prior to starting the apprenticeship program.

In the following element no. 47 – Type of on-the-job training credits at registration, report whether the credits are in hours, skill/competency levels or program credits.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>On-the-job training credits at registration (hours, skill/competency levels or program credits).</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 47

<table>
<tr><td>Element No. 47</td><td>Type of on-the-job training credits at registration</td></tr>
<tr><td>Acronym:</td><td>TYTECRED</td></tr>
<tr><td>Description:</td><td>Report the type of credits identified in the previous element no. 46 - On-the-job training credits at registration.

Do not report for trade qualifier (challenger); code as “0 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>Hours</td></tr>
<tr><td>2</td><td>Skills/Competency levels</td></tr>
<tr><td>3</td><td>Program credits</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 48

<table>
<tr><td>Element No. 48</td><td>On-the-job hours completed to date for duration based programs</td></tr>
<tr><td>Acronym:</td><td>JOBHCOMP</td></tr>
<tr><td>Description:</td><td>The number of on-the-job (work) hours accumulated since the registration date.

If reporting levels or competencies for competency-based programs, include this information in the next element no. 49 - Competency-based on-the-job levels completed to date.

In this element, report the number of on-the-job (work) hours accumulated since the registration date. These completed hours should not include the on-the-job hours which may have been credited prior to registration and reported in the element no. 46 - On-the-job training credits at registration.

Note: The hours completed should be updated every reporting period.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Number of on-the-job (work) hours accumulated since the registration date.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 49

<table>
<tr><td>Element No. 49</td><td>Competency-based on-the-job levels completed to date</td></tr>
<tr><td>Acronym:</td><td>JOBHLCOMP</td></tr>
<tr><td>Description:</td><td>The number of accumulated on-the-job levels or competencies completed to date for competency-based programs.

Note: The levels or competencies completed should be updated every reporting period.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[000-998]</td><td>Number of accumulated on-the-job levels or competencies completed to date.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
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Element No. 50

<table>
<tr><td>Element No. 50</td><td>Competency-based on-the-job levels required</td></tr>
<tr><td>Acronym:</td><td>JOBLREQ</td></tr>
<tr><td>Description:</td><td>This element identifies the total number of on-the-job levels or competencies required to complete the competency based program, and is requested if element no. 49 - Competency-based on-the-job levels completed to date is reported.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>3</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[000-998]</td><td>Number of on-the-job levels or competencies required to complete the competency based program.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 51

<table>
<tr><td>Element No. 51</td><td>Date of latest recording of hours or levels completed to date</td></tr>
<tr><td>Acronym:</td><td>DATEJOBC</td></tr>
<tr><td>Description:</td><td>In this element, report the date of the latest recording of on-the-job hours completed to date, if element no. 48 - On-the-job hours completed to date for duration based programs or element no. 49 - Competency based on-the-job levels completed to date is being reported.

Note: The date of the latest recording should be updated every reporting period.

Do not report for trade qualifier (challenger), leave blank.

For this data element, do not report any empty spaces, dashes or backslashes. Each field in this data element should be filled with a character (e.g. 061985).

If not available, leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>6</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>MMYYYY where MM stands for the month and YYYY stands for the year.</td></tr>
<tr><td>Specific values and meaning:</td><td>MM<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-12]</td><td>Month of latest recording of on-the-job hours completed to date (January – December)</td></tr></table>YYYY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Year of latest recording of on-the-job hours completed to date.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 52

<table>
<tr><td>Element No. 52</td><td>Technical levels or courses completed to date</td></tr>
<tr><td>Acronym:</td><td>TECLCOMP</td></tr>
<tr><td>Description:</td><td>This element identifies the total number of technical (in-class) levels or courses completed by the apprentice out of the total number of levels or courses required for the program. These completed technical in-class levels or courses should not include the technical training time which may have been credited prior to registration. This time is reported in the element no. 44 - Technical training credits at registration.

Note: These completed levels or courses apply to both duration and competency based programs and should be updated every reporting period. If it is not possible to update annually, please do not report, leave this element blank.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[00-98]</td><td>Number of technical (in-class) levels or courses completed by the apprentice out of the total number of levels or courses required for the program.</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 53

<table>
<tr><td>Element No. 53</td><td>Technical hours completed to date</td></tr>
<tr><td>Acronym:</td><td>TECHCOMP</td></tr>
<tr><td>Description:</td><td>In this element, report the equivalent hours, related to the technical levels or courses, completed and reported in the previous element no. 52 - Technical levels or courses completed to date.

In this element, report the total number of technical (in-class) hours completed by the apprentice out of the total number of technical hours required for the program.

Note: The hours completed apply to both duration and competency based programs and should be updated every reporting period to include any in-class hours accumulated during the current reporting year. This count is an accumulation of the total in-class hours taken to date. If it is not possible to update annually, please do not report, leave this element blank.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Number of technical (in-class) hours completed by the apprentice out of the total number of hours required for the program.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 54

<table>
<tr><td>Element No. 54</td><td>Number of technical levels or courses required</td></tr>
<tr><td>Acronym:</td><td>TECLREQ</td></tr>
<tr><td>Description:</td><td>This element identifies the total number of technical (in-class) levels or courses required to complete the program, and is requested if element no. 52 - Technical levels or courses completed to date is reported.

Note: This element applies to both duration and competency based programs and should be updated every reporting period.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
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<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[00-98]</td><td>Number of technical (in-class) levels or courses required to complete the program.</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 55

<table>
<tr><td>Element No. 55</td><td>Technical hours required</td></tr>
<tr><td>Acronym:</td><td>TECHREQ</td></tr>
<tr><td>Description:</td><td>In this element, report the equivalent hours, if the number of technical levels or courses required was reported in the previous element no. 54 - Number of technical levels or courses required.

For this element, report the total number of technical (in-class) hours required to complete the program.

Note: This element applies to both duration and competency based programs and, if required, should be updated every reporting period.

Do not report for trade qualifier (challenger), leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>5</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99998]</td><td>Number of technical (in-class) hours required to complete the program.</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 56

<table>
<tr><td>Element No. 56</td><td>Method/Mode of institutional training</td></tr>
<tr><td>Acronym:</td><td>TRAINING</td></tr>
<tr><td>Description:</td><td>This element identifies the type of technical training undertaken during the apprenticeship period being reported.

Report the type of technical training undertaken at the individual level. For example, if the majority of the apprentice’s technical training for their apprenticeship program was through a block release program, use code 01 “block release.”

Do not report type of technical training at the program level. If province and territory are unable to provide information at the individual level, please leave blank, do not report.

Do not report for trade qualifier (challenger); code as “00 – Not applicable”.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>00</td><td>Not applicable</td></tr>
<tr><td>01</td><td>Block release</td></tr>
<tr><td>02</td><td>Module training</td></tr>
<tr><td>03</td><td>Course-based</td></tr>
<tr><td>04</td><td>Day release training</td></tr>
<tr><td>05</td><td>Distance education</td></tr>
<tr><td>06</td><td>Employer training</td></tr>
<tr><td>07</td><td>Level</td></tr>
<tr><td>08</td><td>Mobile training</td></tr>
<tr><td>09</td><td>Competency based apprenticeship training</td></tr>
<tr><td>10</td><td>Weekly apprenticeship training</td></tr>
<tr><td>11</td><td>Other</td></tr>
<tr><td>99</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Element No. 57

<table>
<tr><td>Element No. 57</td><td>Filler (Previously Full-time/Part-time status)</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2018 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Element becomes filler, no longer collecting full-time/part status.</td></tr>
</table>
</td></tr>
</table>

Element No. 58

<table>
<tr><td>Element No. 58</td><td>Type of certificate of qualification</td></tr>
<tr><td>Acronym:</td><td>CERT</td></tr>
<tr><td>Description:</td><td>This element identifies the type of certificate granted to the apprentice or trade qualifier (challenger).

Note: If the Certificate of Apprenticeship is the final certificate granted in the trade, and the Certificate of Qualification is not being granted, then report the Certificate of Apprenticeship. The granting of these certificates usually involves the completion of program requirements and passing of a final exam.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Not applicable</td></tr>
<tr><td>1</td><td>No certificate granted</td></tr>
<tr><td>2</td><td>Certificate granted with a Red Seal endorsement to an apprentice</td></tr>
<tr><td>3</td><td>Certificate granted without a Red Seal endorsement to an apprentice</td></tr>
<tr><td>4</td><td>Certificate granted with a Red Seal endorsement to a trade qualifier (challenger)</td></tr>
<tr><td>5</td><td>Certificate granted without a Red Seal endorsement to a trade qualifier (challenger)</td></tr>
<tr><td>6</td><td>Certificate granted with a Red Seal endorsement to a journeyperson who previously completed an apprenticeship program and received a certificate without a Red Seal endorsement in the same trade</td></tr>
<tr><td>7</td><td>Certificate granted with a Red Seal endorsement to a trade qualifier (challenger) who previously received a certificate without a Red Seal endorsement in the same trade</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>2018</td><td>Specific values and meaning: The meaning of value 3 has been changed where the segment “(who has completed the final exam)” was deleted.</td></tr>
</table>
</td></tr>
</table>

Element No. 59

<table>
<tr><td>Element No. 59</td><td>Date of certification</td></tr>
<tr><td>Acronym:</td><td>DATECERT</td></tr>
<tr><td>Description:</td><td>In this element, report the date the certificate was granted to an apprentice or trade qualifier (challenger), if a certificate was reported in the previous element no. 58 - Type of certificate of qualification granted.

If a jurisdiction grants both a Certificate of Qualification and a Certificate of Apprenticeship, report only the Certificate of Qualification date in this element. If the Certificate of Apprenticeship is the final certificate granted in the trade, and the Certificate of Qualification is not being granted, then report the date the Certificate of Apprenticeship was granted.

Note: For this element do not report any empty spaces, dashes or backslashes. Each field in this element should be filled with a character (e.g. 03061985).

If not available, leave blank.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>8</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>DDMMYYYY where DD stands for the day, MM stands for the month and YYYY stands for the year.</td></tr>
<tr><td>Specific values and meaning:</td><td>DD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-31]</td><td>Day of certification</td></tr></table>MM<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[01-12]</td><td>Month of certification (January – December)</td></tr></table>YYYY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000-9998]</td><td>Year of certification</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 60

<table>
<tr><td>Element No. 60</td><td>Prior Trade Certificate</td></tr>
<tr><td>Acronym:</td><td>PRECERT</td></tr>
<tr><td>Description:</td><td>This element identifies if the apprentice or trade qualifier (challenger) received a certificate in a previous trade and whether it was granted in the current reporting jurisdiction or any other jurisdiction. The previous certification must be in a trade recognized in Canada.

If the apprentice or trade qualifier (challenger) was certified in more than one trade, please report the latest trade in which they were certified.

The identifier for this previous trade is the trade code used by the jurisdiction.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>10</td></tr>
<tr><td>Data type:</td><td>Character</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[0000000000-9999999998]</td><td>Trade code used by jurisdiction</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

Element No. 61

<table>
<tr><td>Element No. 61</td><td>Filler</td></tr>
<tr><td>Acronym:</td><td>Not applicable</td></tr>
<tr><td>Description:</td><td>Filler: free space reserved for future requirement implementation.

This field will not be processed and will no longer be available on the output files.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>100</td></tr>
<tr><td>Data type:</td><td>Not applicable</td></tr>
<tr><td>Specific values and meaning:</td><td>Leave the field blank</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

Appendix A: Elements Reserved for Statistics Canada

STC Element No. 1

<table>
<tr><td>STC Element No. 1</td><td>RAIS Trade Code</td></tr>
<tr><td>Acronym:</td><td>TRADERAIS</td></tr>
<tr><td>Description:</td><td>Reserved for Statistics Canada to code and identify trades using a modified version of the National Occupational Classification (NOC) Code set.

The trade code reported will be converted to the National Occupational Classification NOC+3 trade code (ABCDE.XX.YY.ZZ).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>10</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>ABCDE.XX.YY.ZZ where:
ABCDE stands for the five-digit NOC code identifying the major occupational category;
XX refers to the distinct trades within the five-digit NOC group;
YY stands for the sub-trade of a distinct trade;
ZZ stands for the further level/class/category distinctions within the trade.</td></tr>
<tr><td>Specific values and meaning:</td><td>ABCD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99999]</td><td>The NOC code identifying the major occupational category</td></tr></table>XX<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The distinct trades within the major occupational category</td></tr></table>YY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The sub-trade of the distinct trade</td></tr></table>ZZ<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The level/class/category distinctions within the trade</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

STC Element No. 2

<table>
<tr><td>STC Element No. 2</td><td>Red Seal or non-Red Seal indicator</td></tr>
<tr><td>Acronym:</td><td>REDSIND</td></tr>
<tr><td>Description:</td><td>Reserved for Statistics Canada to identify Red Seal or non-Red Seal trades.

The Red Seal trades are drawn from the list approved by the Canadian Council of Directors of Apprenticeship (CCDA).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>0</td><td>Without inter-provincial standards</td></tr>
<tr><td>1</td><td>With inter-provincial standards</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

STC Element No. 3

<table>
<tr><td>STC Element No. 3</td><td>Red Seal or non-Red Seal endorsement</td></tr>
<tr><td>Acronym:</td><td>REDSEND</td></tr>
<tr><td>Description:</td><td>Reserved for Statistics Canada to identify if Red Seal or non-Red Seal endorsement is being granted by the jurisdictions.

This element will be derived by Statistics Canada using a combination of information from the data elements reported by the jurisdictions:

o STC Element no. 1 – RAIS Trade code
o Element no. 58 – Type of certificate of qualification granted</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Only Red Seal endorsement granted</td></tr>
<tr><td>2</td><td>Red Seal and non-Red Seal endorsement granted</td></tr>
<tr><td>3</td><td>Only non-Red Seal endorsement granted</td></tr>
<tr><td>9</td><td>Unknown</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

STC Element No. 4

<table>
<tr><td>STC Element No. 4</td><td>Current year or period of the program</td></tr>
<tr><td>Acronym:</td><td>YRSTUD</td></tr>
<tr><td>Description:</td><td>Only for duration based programs, it is the current year or period of the program in which the apprentice is registered, based on the total accumulated technical and on-the-job training hours.

This element will be derived by Statistics Canada using a combination of information from the data elements reported by the jurisdictions:

o Element no. 33 - Program duration (DURPGM)
o Element no. 34 - Duration in hours for duration based program (DURHOURS)
o Element no. 35 - Program duration units (DURUNITS)
o Element no. 42 - Initial credits at registration (INICREDR)[1]
o Element no. 48 - On-the-job hours completed to date for duration based program (JOBHCOMP)
o Element no. 53 - Technical hours completed to date (TECHCOMP)

Current year or period of the program =

$$\frac{[DURPGM] - [DURHOURS - INICREDR - JOBHCOMP - TECHCOMP] * DURPGM}{DURHOURS}$$

Note: Element no. 42 – Initial credits at registration (INICREDR) will be substituted by both element no. 44 – Technical training credits at registration (RECCREDR) and element no. 46 – On-the-job training credits at registration (JOBCREDR), if technical and on-the-job training credits at registration can be reported separately by the jurisdictions.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>[0-5]</td><td>Current year or period of the program in which the apprentice is registered.</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

STC Element No. 5

<table>
<tr><td>STC Element No. 5</td><td>Age in years</td></tr>
<tr><td>Acronym:</td><td>AGE</td></tr>
<tr><td>Description:</td><td>Used by Statistics Canada to derive the age in years of the apprentice or trade qualifier (challenger).

This element will be derived by Statistics Canada using information reported by the jurisdictions:

o Element no. 1 - Reporting year (REPYR)
o Birth year (BIRTHY) from element no. 21 – Date of birth

Age in years = REPYR – BIRTHY

Acceptable values for this variable are from age 13 to 75.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>2</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td><table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[13-75]</td><td>Age in years of the apprentice or trade qualifier (challenger).</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

STC Element No. 6

<table>
<tr><td>STC Element No. 6</td><td>Input type reported</td></tr>
<tr><td>Acronym:</td><td>INTYPE</td></tr>
<tr><td>Description:</td><td>Used by Statistics Canada to identify whether the jurisdiction is reporting individual record data or aggregate information.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Individual</td></tr>
<tr><td>2</td><td>Aggregate</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

STC Element No. 7

<table>
<tr><td>STC Element No. 7</td><td>Certificate or registration indicator</td></tr>
<tr><td>Acronym:</td><td>CERTREG</td></tr>
<tr><td>Description:</td><td>Used by Statistics Canada to identify whether it is a registration file or a certificate file.</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>1</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Specific values and meaning:</td><td>
<table>
<tr><th>Value</th><th>Meaning</th></tr>
<tr><td>1</td><td>Registration</td></tr>
<tr><td>2</td><td>Certificate</td></tr>
</table>
</td></tr>
<tr><td>Revision:</td><td>
<table>
<tr><th>Year</th><th>Description</th></tr>
<tr><td>Not applicable</td><td>Not applicable</td></tr>
</table>
</td></tr>
</table>

STC Element No. 8

<table>
<tr><td>STC Element No. 8</td><td>Previous apprenticeship training – RAIS Trade code</td></tr>
<tr><td>Acronym:</td><td>PREAPTGRAIS</td></tr>
<tr><td>Description:</td><td>Reserved for Statistics Canada to code and identify trades using a modified version of the National Occupational Classification (NOC) Code set.

The trade code reported will be converted to the National Occupational Classification NOC+3 trade code (ABCDE.XX.YY.ZZ).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>11</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>ABCDE.XX.YY.ZZ where:
ABCDE stands for the five-digit NOC code identifying the major occupational category;
XX refers to the distinct trades within the five-digit NOC group;
YY stands for the sub-trade of a distinct trade;
ZZ stands for the further level/class/category distinctions within the trade.</td></tr>
<tr><td>Specific values and meaning:</td><td>ABCD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99999]</td><td>The NOC code identifying the major occupational category</td></tr></table>XX<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The distinct trades within the major occupational category</td></tr></table>YY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The sub-trade of the distinct trade</td></tr></table>ZZ<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The level/class/category distinctions within the trade</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>

STC Element No. 9

<table>
<tr><td>STC Element No. 9</td><td>Prior trade certificate - RAIS Trade code</td></tr>
<tr><td>Acronym:</td><td>PRECERTRAIS</td></tr>
<tr><td>Description:</td><td>Reserved for Statistics Canada to code and identify trades using a modified version of the National Occupational Classification (NOC) Code set.

The trade code reported will be converted to the National Occupational Classification NOC+3 trade code (ABCDE.XX.YY.ZZ).</td></tr>
<tr><td>Effective:</td><td>Reference year 2008 and onwards.</td></tr>
<tr><td>Length:</td><td>11</td></tr>
<tr><td>Data type:</td><td>Numeric</td></tr>
<tr><td>Format:</td><td>ABCDE.XX.YY.ZZ where:
ABCDE stands for the five-digit NOC code identifying the major occupational category;
XX refers to the distinct trades within the five-digit NOC group;
YY stands for the sub-trade of a distinct trade;
ZZ stands for the further level/class/category distinctions within the trade.</td></tr>
<tr><td>Specific values and meaning:</td><td>ABCD<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00000-99999]</td><td>The NOC code identifying the major occupational category</td></tr></table>XX<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The distinct trades within the major occupational category</td></tr></table>YY<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The sub-trade of the distinct trade</td></tr></table>ZZ<table><tr><th>Value</th><th>Meaning</th></tr><tr><td>[00-99]</td><td>The level/class/category distinctions within the trade</td></tr></table></td></tr>
<tr><td>Revision:</td><td><table><tr><th>Year</th><th>Description</th></tr><tr><td>Not applicable</td><td>Not applicable</td></tr></table></td></tr>
</table>