

**REGISTERED APPRENTICESHIP TRAINING
SUMMARY OF VARIABLE DEFINITIONS**

For each data element in the survey, this glossary provides Record Layout' position, Data element name, the mnemonic, the variable size, a brief description,

Record layout Column #	Data element name	Mnemonic	Size	Description/Value to be reported.	Element
1	Reporting year	REPYR-YYYY	4	Calendar year for which reported data are valid.	1
5	Identification Number	IDENT	9	Unique identifier for each apprentice or tradesperson.(Consistent from year to year).	2
14	Province	PROV	2	Identifies the province submitting the data.	3
16	Sex	SEX	1	1 = Male. 2 = Female.	4
17	Date of birth.	BIRTHD-DDMMYY	8	Date of birth of apprentice or tradesperson. 99999999= Not reported	5
25	Red seal designator	REDSEAL	1	Reserved for Stat.Can. Standards. 1=With interprovincial standards.. (Note: cert=1 and 3) 2= Without interprovincial standards. (Note: cert=2 and 4)	6
26	Trade code	TRADE	6	Trade for which the apprentice is registered or tradesman is certified. 4 first digits based on the Canadian Classification and Dictionary Occupations (C.C.D.O.)	7
32	Duration of Program	DUR	2	Normal duration in years or levels Note: If level is used then the hours must be reported If reporting in years - 01 to 05 If reporting in levels: 01 to 10 If tradesperson, leave blank.	8
34	Hours per level	HOURS	1	Average number of hours per level. Note: Only if reported in level If not in HOURS = 0000 If yes HOURS > 0000 à 9999 If tradesperson, leave blank.	9
38	Current year or level of program	YRSTUD	2	Year or level of the program the apprentice was registered. If reporting in years: 01 to 05 If reporting in levels: 01 to 10 If tradesperson, leave blank.	10
40	Registration status	REGIST	2	Registration status of apprentice. At the beginning of the period and during. 1= Already registered at beginning of period. 2= New registered added during the reporting period. 3= Reinstatement added during reporting period. If tradesperson, leave blank.	11
41	Status at end of reporting period	STATEND	1	Identify the situation of the apprentice. At the end of reporting period. 1 = Continuing , the apprentice is still registered. 2 = Successfully completed . 3 = Discontinued , not completed, dropped out the program. 4 = Transferred to another trade. 5 = Suspended or cancelled . If tradesperson, leave blank.	12
42	Type of certificate granted Enrolment file = 0,1,2,9 Certificate file = 1,2,3,4	CERT	1	If the certificate of qualification is granted to an apprentice, we assume that the certificate was automatically granted. 0 = No certificate granted. 1 = Certificate granted with RED SEAL to an apprentice . 2 = Certificate granted without RED SEAL to an apprentice . 3 = Certificate granted with RED SEAL to a tradesperson . (No Courses, exam). 4 = Certificate granted without RED SEAL to a tradesperson . (No Courses, exam). 9 = Not applicable - enrolment file	13
43	Date of registration	DATEREG-DDMMYYYY	8	DDMMYY DD = Day (1 to 31) MM = Month (1to 12) YYYY = Year (19xx to 20xx) 99999999 = Not known. If tradesperson, leave blank.	14

Record layout Column #	Data element name	Mnemonic	Size	Description/Value to be reported.	Element
51	Type of indenture (contract)	INDENTU	1	Type of sponsor of the apprentice contract or indenture. 1 = Employer 2 = Union 3 = Provincial Labour Department. 4= Joint boards 4 = Other 9 = Not reported or not correct If tradesperson, leave blank.	15
52	Type of institutional training	TRAINING	2	Type of school training undertaken 01 = Day release , Full-time . 02 = Block release, Full-time. 03 = Modular , Full-time 04 = Other , Full-time. 05 = Day release , Part-time. 06 = Evening Part-time 07 = Modular Part-time. 08 = Other Part-time 98 = Not applicable 99 = Not reported. If tradesperson, leave blank.	16
54	Expected time of completion	EXYG-MMYYYY	6	Month and year the apprentice expects to complete the program. (Normal work/study activity.) MM = Month (1 to 12) AAAA = Year (19xx to 20xx) 999999 = Not known. If tradesperson, leave blank.	17
60	Date certificate granted	DATECERT-DDMMYYYY	8	Date the certificate of qualification was granted to an apprentice or tradesman DD = Day (1 to 31) MM = Month (1 to 12) AAAA = Year (19xx to 20xx) 99999998 = Not applicable 99999999 = Not reported	18
68	Reason for leaving program	REASON	2	01 = Could not find work/not enough work. 02 = Laid off . 03 = Family responsibilities. 04 = Own illness or disability 05 = Took work in another field /occupation. 06 = Didn't like /failed in-class portion 07 = Didn't like trade /apprentice program. 08 = Lack of money /poor wages. 09 = Training allowance/UT benefits not enough /didn't get. 10 = Had enough training to get a god job. 11 = Failed exam. 12 = Became inaccessible as a result of my moving . 13 = Transferred to another trade . (Note: if statend=4) 14 = Suspended or cancelled. (Note: if statend=5) 15 = Other (at the employer request) (Note: if statend=3) 16 = At own request 17 = Left the employer. 18 = Lack of practical. 99 = Not applicable (Note:If statend= 1 ou 2) If tradesperson, leave blank.	19
70	In-school credits	SCHCREDIT	4	Credits given for in-school training prior to starting the prg. xxxx = Number of hours credited as equivalencies (0000-9999) If tradesperson, leave blank.	20
74	On-the-job training credits	JOBSCREDIT	4	Identify if the credit were given for on-the -job training prior to starting this prg. xxxx = Number of hours credited as equivalencies (0000-9999) If tradesperson, leave blank.	21
78	Prior trade certificate	PRECERT	6	Whether the apprentice already had a trade certification prior to this registration. Must be recognized in Canada. If several give the latest trade. 999998 = Not applicable 999999 = Not reported	22
84	Residence 12 months prior	PREPROV	2	Residence 12 months prior to registration 99 = Province and territories not reported.	23
86	Input type	INTYPE	1	1 = Individual. 2 = Aggregated	24
87	Certificate indicator	CERTIND	1	1 = Enrolment. 2 = Certificate.	25
88	Age in years	AGE	2	XX = 15 to 98	26

|99 = Not reported.