

Apprenticeship Management System (AMS)

What is AMS and why is it being developed? The Apprenticeship Management System (AMS) is an online apprenticeship system being developed by the Atlantic provinces of Nova Scotia, Newfoundland and Labrador, New Brunswick, and Prince Edward Island. AMS is part of a major initiative to maximize similarities among apprenticeship authorities and modernize apprenticeship management services. As this partnership has been identified as a national best practice, other provinces may join in the future.

The new system will be available in both French and English. It will replace outdated, time-consuming, and paper-based methods of delivering apprenticeship services.

How will the AMS work? AMS will improve access to information and provide efficiencies for apprentices, journeypersons, employers, training providers and government apprenticeship management staff.

Through this online system:

- **Apprentices** will be able to complete an application to register as an apprentice, process fee payments, view the requirements needed to attend training and exam sessions, enrol online for training, access exam results, etc.;
- **Journeypersons** will have the ability to track and record an apprentices' practical progress, apply for a second trade, reprint their own apprenticeship record, request new ID cards, etc.;
- **Employers** will be able to manage the online connection between apprentices and journeypersons, enrol their apprentices into training and exam sessions, make payments as applicable, view/monitor their apprentices progress, course schedules and exam results (pass/fail), access and print apprenticeship documents, etc.;
- **Training providers** will be able to view the training class attendance, assign facilitators to training sessions, review the training calendar, share relevant information with the apprenticeship staff, etc., and
- **Government apprenticeship-management staff** will be able to maintain a registry of apprentices, employers, journeypersons and training providers, manage trade certifications and associated services, monitor the completion of apprenticeship requirements, manage the approval processes, etc.

What are the benefits of AMS?

- Improved ability to meet the industry demand for a skilled workforce by leveraging opportunities for advancement and innovation;
- Improved access to training (in both official languages, as appropriate by jurisdiction) to meet the needs of employers, apprentices and trade qualifiers;
- Enhanced service delivery for apprenticeship clients and partners;
- Cost efficiencies and value for money through shared funding and in-kind resources from the four Atlantic provinces, and
- Improved reporting capabilities for government apprenticeship agencies.

When will the new system be implemented? AMS is currently being configured to meet the apprenticeship management requirements of the four Atlantic provinces. Provincial implementations of the new system will be launched throughout 2021 and 2022, beginning with the Province of Nova Scotia, then followed by Newfoundland and Labrador, Prince Edward Island and New Brunswick.

Where can I get more information on AMS? Prior to launching AMS, government apprenticeship management staff will be reaching out to multiple stakeholder groups to share more information about the processes and services the new system will support. In addition, training tools will be developed, and ongoing support will be available to apprentices, journeypersons, training providers, and employers.

If you have a question about AMS, please contact AOC-AMS@gnb.ca.

