

# 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 provinces of Nova Scotia, Newfoundland and Labrador, New Brunswick, Prince Edward Island, and Manitoba. 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 It will replace outdated, time-consuming, and paper-based methods of delivering apprenticeship services.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 for registering as an apprentice, process fee payments, view training requirements, access training classes and exam results, and log workplace hours.
- **Journeypersons** and/or employers will be able to approve an apprentice's hours and skills.
- **Employers** will be able to manage apprentices and journeypersons, process payments, and view and monitor apprentice training and work progress.
- **Training providers** will be able to manage training class attendance, upload course for apprentices, and share relevant information with apprenticeship staff.
- **Government apprenticeship management staff** will be able to maintain a registry of apprentices, employers and training providers, manage trade certifications and associated services, monitor completion of apprenticeship requirements, and manage approval processes.

## **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 five participating provinces; and
- Improved reporting capabilities for employers, training providers and government apprenticeship agencies.

**When will the new system be implemented?** AMS is currently being configured to meet the apprenticeship management requirements of the five participating provinces. Provincial implementations of the new system will be launched in 2019 beginning with the Province of Nova Scotia; followed by Newfoundland and Labrador, New Brunswick, Prince Edward Island and Manitoba.

**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 programs and tools will be developed for apprentices, journeypersons, training providers, employers and AOC staff.

If you have a question about AMS, please contact [AOC-AMS@gnb.ca](mailto:AOC-AMS@gnb.ca)

