



YES Participant Information Form Youth Internships (YI) Program

Participation in the Youth Employment Strategy is voluntary. Refusal to provide information will result in you not being eligible to participate. The information you provide may be used and/or disclosed for policy analysis, research and/or evaluation purposes. However, these additional uses and/or disclosures of your personal information will never result in an administrative decision being made about you.

Your personal information is administered in accordance with the Department of Employment and Social Development Act, the Privacy Act and other applicable laws. You have the right to the protection of, and access to, your personal information, which is described in the Personal Information Banks ESDC PPU 706 (TBS Registration # 20150242). Instructions for obtaining this information are outlined in the government publication entitled Info Source, which is available at the following web site address: <http://www.infosource.gc.ca>. Info Source may also be accessed on-line at any Service Canada Centre.

PART A - PROJECT INFORMATION – TO BE COMPLETED BY EMPLOYER

1	LEGAL NAME OF EMPLOYER				
2	CITY, PROVINCE / TERRITORY	3	POSTAL CODE	4	TELEPHONE NO.
5	TYPE OF EMPLOYER <input type="checkbox"/> NOT-FOR-PROFIT <input type="checkbox"/> PRIVATE SECTOR <input type="checkbox"/> PUBLIC <input type="checkbox"/> OTHER				
6	PROGRAM / ACTIVITY Career Focus				

JOB INFORMATION

7	START DATE (yyyy/mm/dd)	8	FINISH DATE (yyyy/mm/dd)	9	POSITION TITLE	10	HOURS PER WEEK	11	HOURLY / WEEKLY RATE
I hereby declare that no preference was given to the selection of an employee, who is a member of the immediate family of the employer*, or an officer or director of the employer*.									
SIGNATURE OF EMPLOYER*				NAME AND TITLE (PRINT)			DATE (yyyy/mm/dd)		

PART B - PARTICIPANT INFORMATION – TO BE COMPLETED BY THE PARTICIPANT

12	SURNAME	13	GIVEN NAME AND INITIAL				
14	PERMANENT ADDRESS	15	CITY				
16	PROVINCE / TERRITORY	17	POSTAL CODE	18	TELEPHONE NUMBER & EMAIL ADDRESS		
19	NAME OF EDUCATIONAL INSTITUTION LAST ATTENDED	20	FIELD OF STUDY	21	DATE OF BIRTH (yyyy/mm/dd)		
22	HIGHEST LEVEL OF EDUCATION COMPLETED						
<input type="checkbox"/> GRADE 8 OR LESS <input type="checkbox"/> SOME POST-SECONDARY EDUCATION BUT NOT UNIVERSITY (INCLUDING CEGEP) <input type="checkbox"/> MASTER'S OR PHD INCOMPLETE <input type="checkbox"/> BETWEEN GRADE 9 AND 12 <input type="checkbox"/> UNIVERSITY INCOMPLETE (1 OR MORE YEARS) <input type="checkbox"/> MASTER'S OR PHD COMPLETED <input type="checkbox"/> GRADE 12 COMPLETED (SECONDARY SCHOOL) <input type="checkbox"/> UNIVERSITY BACHELOR'S DEGREE COMPLETED <input type="checkbox"/> MASTER'S OR PHD COMPLETED							
23	IN MY OPINION, THIS POSITION IS RELATED TO MY FIELD OF STUDY <input type="checkbox"/> YES <input type="checkbox"/> NO	24	I WAS A FULL-TIME STUDENT DURING THE PRECEDING ACADEMIC YEAR <input type="checkbox"/> YES <input type="checkbox"/> NO				
25	I INTEND TO RETURN TO SCHOOL FULL-TIME IN THE UPCOMING ACADEMIC YEAR <input type="checkbox"/> YES <input type="checkbox"/> NO	26	WILL YOU HAVE ANY OTHER FULL TIME JOBS (I.E. 30 HOURS OR MORE PER WEEK) FOR THE DURATION SPECIFIED IN BOXES 7 AND 8 ABOVE <input type="checkbox"/> YES <input type="checkbox"/> NO	27	ARE YOU CURRENTLY IN RECEIPT OF EMPLOYMENT INSURANCE? <input type="checkbox"/> YES <input type="checkbox"/> NO		
28	DO YOU MEET THE ELIGIBILITY CRITERIA OUTLINED ON PAGE 2? <input type="checkbox"/> YES <input type="checkbox"/> NO						
29	EMPLOYMENT STATUS AT START OF INTERVENTION <input type="checkbox"/> Employed <input type="checkbox"/> Unemployed <input type="checkbox"/> Student	30	RESIDENCY STATUS <input type="checkbox"/> Canadian Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Refugee under the Immigration and Refugee Protection Act <input type="checkbox"/> Other				
31	WHAT IS YOUR MOTHER TONGUE? THAT IS, THE LANGUAGE THAT YOU FIRST LEARNED AND STILL SPEAK. <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Other	32	LANGUAGE SPOKEN <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Both	33	LANGUAGE WRITTEN <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Both	34	LANGUAGE PREFERENCE <input type="checkbox"/> English <input type="checkbox"/> French

The Federal Government is committed to equity in employment.

You are encouraged to complete the following voluntary questions and indicate if you are a member of any of these groups.

35	GENDER <input type="checkbox"/> Male <input type="checkbox"/> Female	36	MEMBER OF A VISIBLE MINORITY <input type="checkbox"/> YES <input type="checkbox"/> NO	37	PERSON WITH DISABILITY <input type="checkbox"/> YES <input type="checkbox"/> NO
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38 ABORIGINAL GROUP
 Registered on-reserve Registered off-reserve Non status Métis Inuit

PARTICIPANT CONSENT TO RELEASE INFORMATION

I _____ (name of participant), the undersigned, give my consent for _____ (Contribution Recipient) to release the information contained in this form regarding my participation in a YES program to Industry Canada and ESDC. I acknowledge that the information is collected and administered in accordance with the Privacy Act and applicable privacy laws, and that it may be used to determine my eligibility for the YES program and provided to Industry Canada and ESDC for the evaluation and accountability of the YES program.

Participant's Signature

Date (YYYY-MM-DD)

PART C – TO BE COMPLETED BY YOUTH SUPERVISOR AFTER INTERSHIP

39	PARTICIPANT DID NOT COMPLETE THE INTERSHIP	40	PARTICIPANT COMPLETED THE INTERSHIP
DATE OF EARLY TERMINATION _____ (YYYY-MM-DD)	REASON <input type="checkbox"/> Did not follow through <input type="checkbox"/> Employed / Self-employed <input type="checkbox"/> Moved <input type="checkbox"/> Not active in labour force <input type="checkbox"/> Returned to school <input type="checkbox"/> Other _____	DATE OF COMPLETION _____ (YYYY-MM-DD)	PARTICIPANT IS NOW <input type="checkbox"/> Searching for employment <input type="checkbox"/> Making career decisions <input type="checkbox"/> In skills enhancement <input type="checkbox"/> Returned to school <input type="checkbox"/> Employed <input type="checkbox"/> Self-employed <input type="checkbox"/> Not employed

41 YOUTH SUPERVISOR'S NAME _____

YOUTH SUPERVISOR'S SIGNATURE _____ DATE _____
(YYYY-MM-DD)

MINISTERIAL USE ONLY – NAME OF DEPARTMENT/AGENCY: INNOVATION, SCIENCE AND ECONOMIC DEVELOPMENT CANADA

DATE RECEIVED ____/____/____ DATE OF ENTRY ____/____/____ NAME _____
(YYYY-MM-DD) (YYYY-MM-DD)

YOUTH INTERNSHIPS (YI) PROGRAM 2016-2017

The Youth Internships (YI) program is a national initiative coordinated by Innovation, Science and Economic Development Canada (ISED) and funded through the Government of Canada's Youth Employment Strategy (YES). ISED is funded under the Career Focus (CF) Stream of YES. The objective of the YI program is to support Canadian youth in gaining a wide-range of digital skills and to assist their transition to the labour market.

Eligible Youth Participant: Section 1 of this document outlines further eligibility requirements and definitions for eligibility/participation in the Career Focus stream.

1. Career Focus (CF) Stream

The objectives of the CF stream are to increase the supply of qualified people; to facilitate the transition of young people to a rapidly changing labour market; to promote the benefits of advanced studies; and to demonstrate federal leadership by investing in the skills required to meet the needs of the knowledge economy.

To participate in the YI program under the CF stream, eligible participants must:

- be between the ages of 15 and 30 at the time of intake
- have demonstrated skills achievement at the post-secondary level—this means that the participant must have more than secondary school achievement. If the participant entered university or college as a mature student and is pursuing a course of study at the post-secondary level, they would qualify
- intend to gain ICT skills and knowledge
- meet the job requirements of the IHO, which should include stated ICT-related activities
- be a Canadian citizen, permanent resident or person who has been granted refugee status in Canada and be legally entitled to work in Canada
- must not be in receipt of Employment Insurance (EI) benefits while participating in a CF project