

# Skills Development

Skills Development provides financial assistance to eligible individuals to help them get the skills training they need to find employment.

Financial assistance may be provided for the following eligible costs:

- Tuition
- Books
- Mandatory Fees
- Living Expenses
- Dependent Care Expenses
- Disability Needs
- Transportation
- Accommodation



## Am I Eligible?

You are eligible if you are an unemployed individual:

- Who has a current EI claim; or
- Whose EI benefit period ended within the last three (3) years; or
- Who has established a benefit period within the past five (5) years prior to the date of requesting assistance, was paid parental or maternity benefits, and are re-entering the labour force after having left it in order to care for a newborn or newly adopted child.

Other criteria may apply.

## How to Access

- You will need to receive an employment assessment and develop a Return to Work Action Plan with a case manager at one of the nearest Employment Assistance Service (EAS) providers.
- The case manager's recommendation is required before Human Resources, Labour and Employment can assess your application.
- The EAS provider can guide you through the completion of the Application for Financial Assistance under the Skills Development Benefit.



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## Key Facts

### Qualification Date:

- The date your completed application is received by the Department of Human Resources, Labour and Employment (HRLE) is the date when you are considered to have requested assistance.
- This date is used to determine whether you qualify as an "insured participant" within the timeframes outlined.

### Extended Benefits:

- If you are currently receiving Employment Insurance benefits, you may continue to receive these benefits until the end of your benefit period, after which you may be eligible to receive a living allowance to the end of your Skills Development agreement.
- If you are not in receipt of Employment Insurance benefits, you may be eligible to receive financial assistance for living expenses.

### Financial Assistance:

- Assistance may be provided to cover all or part of the following costs related to participation (dependent care; course related tuition, books, and mandatory fees; disability needs; transportation and accommodation).

### Your Contribution:

- Individuals who participate in Skills Development may be required to make a financial contribution towards the cost of their training.

### Approval:

- Your application **must be approved** by HRLE before you begin your training.

### Duration:

- HRLE's agreement with an individual can extend to three years depending on the participant's Return to Work Action Plan.

## Contact Information

For information on the nearest EAS provider or HRLE LMDA Delivery office, or for general LMDA related inquiries please contact 1-800-563-6600. For general information and applications visit <http://www.hrle.gov.nl.ca/hrle/lmda/default.htm>.