Canada-Saskatchewan Job Grant Eligibility Checklist

Interested employers can use this self-assessment tool to determine eligibility.

For full program details please review the Canada-Saskatchewan Job Grant Fact Sheets.

- ☐ Employers are registered in Saskatchewan or a business operating in Saskatchewan.
- ☐ Employers confirm that the trainee will be employed upon completion of training and the job is located in Saskatchewan.
- ☐ The trainees chosen are Canadians or permanent residents.
- ☐ Training is offered by an external, third party training agency.
- ☐ Training is a minimum of **24** hours in length, completed within a **52** week period.
- ☐ Training will not be used to maintain a worker's existing professional designation.
- ☐ Eligible funding for reimbursement consists of:
  - ✓tuition fees;
  - ✓mandatory student fees;
  - ✓textbooks, software and other required materials; and
  - ✓examination fees.
- ☐ Employer is contributing a minimum of 1/3 of total eligible training costs. Small employers (employers with up to 50 employees) may be able to apply trainee wages towards a portion of their contribution.
- ☐ The grant will not replace an employer's existing investments in training.

Please note that the maximum government contribution to a Canada-Saskatchewan Job Grant is **$10,000** per trainee. **Training costs incurred prior to a CSJG approval are not eligible**.

If you meet the above requirements, please send this checklist to your local Labour Market Services office listed below. Labour Market Services will contact you to start your application.

Business Information		
Business Name (Full Legal or Incorporated)		
Mailing Address		
P.O. Box or Street/Apt #	Street Name	
Town/City	Province	Postal Code
Date Submitted (*dd/mm/yyyy*):	Corp. Registration #:	
Business Contact Information		
Business Contact Name:	Telephone Number:	
	Email:	

Canada

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Government of Saskatchewan

Central Region
North Battleford
15 - 9800 Territorial Drive
North Battleford, SK S9A 3N6
Telephone: (306) 446-8705
Fax: (306) 446-8707
Email: Can Sask Job Grant

Prince Albert Region
Prince Albert
1288 Central Avenue
Prince Albert, SK S6V 6G1
Telephone: (306) 953-2488
Fax: (306) 953-2763
Email: Can Sask Job Grant

Saskatoon Region
Saskatoon
225 1st Avenue North
Saskatoon, SK S7K 2H6
Telephone: (306) 933-6281
Fax: (306) 933-7801
Email: Can Sask Job Grant

Northern Region
Meadow Lake
204 - 1st Street East
Meadow Lake, SK S9X 1Z2
Toll Free: 1-855-289-5313
Telephone: (306) 236-7538
Fax: (306) 236-7539
Email: Can Sask Job Grant

Regina Region
Regina
1911 Broad Street
Regina, SK S4P 1Y1
Telephone: (306) 787-2160
Fax: (306) 787-3944
Email: Can Sask Job Grant

Southern Region
Yorkton
72 Smith Street East
1st Fl Kuziak Bldg.
Yorkton, SK S3N 2Y4
Telephone: (306) 786-1354
Fax: (306) 786-1541
Email: Can Sask Job Grant

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