

Apprentice Scholarship Package

UA Local 488 members may qualify for the Apprentice Scholarship upon completing a level of their apprenticeship program by completing a period of school or challenging a period. Members must complete the required forms and submit the necessary documents.

The Education Department will only review applications once all required forms and documents have been completed and submitted.

Required documents:

1. Application Package

- Page 2 – Application form
- Page 3 – Promissory Demand Note
- Page 4 – EFT Authorization form

2. Void Cheque or Direct Deposit Information Form

- This can be found in your online banking account

3. Tuition Invoice/Receipt

- Must include your full name, apprenticeship education level (trade and year), course duration (start and end date), and tuition cost.

4. Completion Letter (from AIT)

- This can be found on your TradeSecrets account

5. School Marks (from AIT)

- This will be the second page of the Completion letter on your TradeSecrets account

6. Stamped Blue Book by the Apprenticeship Board OR Updated AIT ID Card

- AIT ID card can be found on your TradeSecrets account by clicking on the “Applications” tab -> “Details” button -> under “Program Summary” -> Click “Print a new apprentice ID card” button
- If you are now a Journeyman, please submit your Journeyman Certificates. If you have not yet received your certificates, please submit your Journeyman letter from your TradeSecrets account.

Eligibility requirements:

- Must be a Member of Local 488 in good standing
- Must have 1200 Local Union 488 Contractor Contributed hours (We will request your worked hours from Local 488 once package and documentation have been submitted)

Please note, apprentice scholarship applications may take up to one month to process and receive your scholarship amount.

If you have any questions or concerns, please call (780) 488-1266 or email safety@ept488.ca

Apprentice Scholarship Application

Full name: _____ UA #: _____
Last *First*

Address: _____ Phone: _____
Address

_____ Email: _____
City *Prov* *Postal Code*

Name of School: _____ Trade & Trade Year of School: _____

School Dates: Start Date: _____ End Date: _____

AIT Exam Challenged? Yes No

Please select your preferred method of payment:

To make receiving your payments faster and more convenient, we strongly recommend setting up EFT (direct deposit). This method ensures that your funds are deposited directly into your bank account, reducing the risk of delays and eliminating the possibility of cheques getting lost in the mail.

EFT (Direct Deposit) CHEQUE

EFT - MUST SIGN AUTHORIZATION FORM (PAGE 4) AND ENCLOSE VOID CHEQUE OR DIRECT DEPOSIT FORM FROM BANK

OFFICE USE ONLY

Date Reviewed: _____ Trade & Trade Year: _____

Dues in Good Standing? Yes or No Effective AIT Date: _____

Reclassified: _____ TOTAL AMOUNT: \$ _____

H&W and Dues Waiver Sent? Date: _____

School History added to Apprenticeship Manager?

Total Hours: _____ SIN #: _____

Hours from: _____ Added to T4?

Approved? Yes or No Issued On: _____

Promissory Demand Note for Scholarship

Scholarship Amount: \$1000.00 (\$725.00 if period was completed/challenged before September 1, 2025)

FOR VALUE RECEIVED, I, _____ (_____),
(Name) (UA Card Number)

(the "Apprentice") hereby promises to pay to the order of The Edmonton Pipe Trades Educational Trust Fund (the "Trust") at 16120 - 118 Ave NW, Edmonton Alberta T5V 1C6, the sum of ONE THOUSAND DOLLARS (\$1000.00) or SEVEN HUNDRED AND TWENTY-FIVE DOLLARS (\$725.00) (if the period was completed or challenged before September 1, 2025), ON DEMAND, together with interest at the rate of TEN (10%) PER CENT PER ANNUM commencing on the date of this note.

THIS PAYMENT represents payment of a Scholarship advanced by the Trust Fund of the Apprentice under its Apprenticeship Training Program for the period of ONE (1) YEAR inclusive, in accordance with the terms and provisions of an Apprenticeship Scholarship Agreement between the undersigned and the Trust Fund as of the date above.

THE SCHOLARSHIP FUNDS herein are advanced on the understanding that the recipient will only work with signatory or approved Contractors of UA Local 488 for at least of a period of 1 (ONE) year from the advance of the funds. Upon the expiry of 1 (ONE) year the Promissory Note herein will be deemed VOID.

THE APPRENTICE

Signature

Home Address

Date

WITNESS (as to the signature of the Apprentice)

Signature

Edmonton Pipe Trades Educational Trust Fund

16120 118 Avenue NW

Edmonton, AB T5V 1C6

Date

ON BEHALF OF THE EPT EDUCATION TRUST