



ALBERTA

ADVANCED EDUCATION

Office of the Deputy Minister

MINISTERIAL ORDER NO. 309/2016

I, ROD SKURA, Deputy Minister of Advanced Education, for the purpose of sections 65(1), 67(b)(i), 67(b)(ii), 67(b)(iii) and 72(b) of the Income Support, Training and Health Benefits Regulation under the *Income and Employment Supports Act*, determine the acceptable attendance requirements, the household unit's maximum qualifying income levels and transportation allowance for part-time learners, as set out in the attached Appendix.

This Order is effective on April 1, 2016.

Dated at Edmonton, Alberta, the 18th day of March, 2016

A handwritten signature in black ink, appearing to be 'Rod Skura', written over a horizontal line.

Rod Skura
Deputy Minister of Advanced Education

APPENDIX

Part-time Learners

Section 65(1) – For the purpose of determining whether a part-time learner member has met the acceptable attendance requirements for part-time learner members to maintain part-time training benefits while attending part-time training programs approved by Advanced Education, the following requirements shall be applied for the purposes of section 65(1):

- (a) the part-time learner member must attend training regularly;
- (b) the part-time learner must report both excused and unexcused absences to training providers and provide supporting documentation in accordance with the requirements of the training provider;
- (c) a part-time learner member who exceeds the training provider's policy on unexcused absences will be considered withdrawn from their approved training;
- (d) a part-time learner member who is absent for more than three consecutive weeks, excused and/or expected, will be considered automatically withdrawn from their training, unless authorized by the Director;
- (e) a part-time learner member who completes their approved training earlier than the scheduled completion date will be considered withdrawn from their approved training.

Section 67(b)(i) – For the purpose of determining financial eligibility at application for part-time training benefits the following maximum qualifying income levels shall be applied under this section:

| Household Type | Maximum Net Income |
|--|--------------------|
| Single Individual | \$35,000 |
| Childless Couple/ Single Parent with one Child | \$40,000 |
| Single Parent with two Children Couple with one Child | \$45,000 |
| Single Parent with three Children Couple with two Children | \$50,000 |
| Single Parent with four Children Couple with three Children | \$55,000 |
| Single Parent with five Children Couple with four Children | \$60,000 |
| Single Parent with six Children Couple with five children | \$65,000 |
| For each additional child, add | \$5,000 |

Section 67(b)(ii) – For the purpose of determining financial eligibility at application for part-time training benefits, the household unit's maximum total combined value of Registered Retirement Savings Plan is \$100,000.

Section 67(b)(iii) – For the purpose of determining financial eligibility at application for part-time training benefits, the household unit's liquid assets must not exceed \$5,000.

Section 72(b) – The amount of a transportation benefit that may be provided under this section as a part-time training benefit for the use of a personal vehicle is \$0.12 per kilometer.