

Coal and Electricity Transition Tuition (CETT) Voucher Program

Questions & Answers – Workers

1. Who is eligible for the tuition voucher?

Employees from either the power generation company or the related coal mines who are directly effected by the coal transition will be eligible for the CETT voucher if they:

- have been employed for over a year,
- have received a formal written notice of layoff or have a last day of work recorded on the Record of Employment, AND
- are not collecting (or have not collected) the Bridge to Retirement relief grant.

In addition, a worker at a non-impacted worksite who has been “bumped” by a worker from an impacted worksite will also be deemed eligible for the CETT voucher provided they have been employed for at least one year.

Speak with the Government of Alberta Career and Employment Counsellor at your worksite. They will assess your eligibility for the CETT voucher and, if necessary, assist with career planning.

2. What programs and courses are eligible?

The CETT voucher can be used for approved post-secondary programs that lead to a certificate, diploma, or degree (undergraduate or graduate) at one of Alberta’s 26 [publicly funded post-secondary institutions](#) or five [First Nations Colleges](#).

Part-time study, open study programs and apprenticeship technical training are all eligible.

In addition, any apprenticeship-related fees paid directly to Advanced Education (via Apprenticeship and Industry Training) can be credited against the voucher. Please contact CETTvoucher@gov.ab.ca prior to paying any of these fees.

Non-credit programs at publicly-funded post-secondary institutions will only be considered on an exceptional basis when a worker demonstrates the training supplements existing skills and leads to increased employability. Workers must complete an exception request form and demonstrate the employment opportunities available when the training is complete.

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Training not provided through a publicly-funded post-secondary institutions or First Nations College is not eligible. Any other exam, licensing, professional membership, or registration fees are not eligible for the CETT voucher.

3. Why can't I take a program from a private career college?

Alberta's publicly funded post-secondary institutions offer a wide range of quality programs that lead to successful employment for graduates. In addition, tuition fees are regulated by government and have been frozen along with mandatory instructional fees since 2015. Many of the programs delivered by private career colleges can also be found at Alberta's publicly funded institutions.

4. What if the program I want to take is not available in Alberta?

The CETT voucher can be used to attend a publicly funded post-secondary program in another province provided that the same program is not available in Alberta.

Advanced Education must approve any out-of-province training. The individual must complete an exception request form with details about the program.

5. Will the CETT voucher be applicable for programs outside of Canada?

No. Given that Alberta's publicly funded post-secondary institutions offer a wide variety of high quality programs and credentials, impacted employees have sufficient choices for programs that will lead to successful education and employment outcomes. International educational programs are not eligible under the CETT voucher.

6. Is the CETT voucher available prior to leaving the company?

Yes. If you have received a formal written notification of a layoff can be assessed for and use the CETT voucher prior to the actual layoff date. Workers who have been laid off and subsequently become employed may still use their CETT voucher for future post-secondary studies within five years of the date of the original layoff.

7. Can the CETT voucher be used for academic upgrading?

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The CETT voucher is designed for individuals pursuing post-secondary education. If you first need to attend academic upgrading, English as a Second Language, or adult basic education programs, you can apply to Advanced Education's Foundational Learning Supports for grant funding to cover the costs of tuition, books, mandatory fees and living allowances.

Following upgrading, you can access funding under the CETT voucher for future post-secondary studies within five years of the date of the original layoff.

8. How will the money be paid?

Advanced Education will issue payment directly to the post-secondary institution on your behalf. Under no circumstances will payments be made to individuals.

9. Is there a maximum amount I can receive in a year?

The total maximum value is \$12,000. This funding can be paid in a single year or over multiple years, up to five years from the date of layoff.

10. Can the CETT voucher be used for books, equipment, and supplies?

No. The voucher is to cover the cost of tuition and mandatory fees (instructional and non-instructional) only. Financial assistance to cover other costs such as a living allowance, book, equipment, and/or supplies is available through Alberta Student Aid.

Application fees are not eligible for reimbursement under the CETT voucher program.

For information on Alberta's financial supports for students including loans, grants and scholarships outside of the CETT voucher, please visit studentaid.alberta.ca.

11. Can I transfer institutions?

Yes. The CETT voucher is portable across eligible institutions and programs.

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12. Can I have a gap between years and still receive the CETT voucher?

Yes, as long as you do not exceed the \$12,000 and the expenses are within the five-year time frame. There is a lifetime maximum of one CETT voucher per worker.

13. What happens if I need more than \$12,000 to complete my training?

Once you use part of the CETT voucher, you will be notified in writing by Advanced Education of the remaining balance.

If at any time the costs exceed the value on the voucher balance notification letter, you must cover the balance. For information on Alberta's financial supports for students including loans, grants and scholarships outside of the CETT voucher, please visit studentaid.alberta.ca

14. Will receiving the CETT voucher impact my eligibility for other financial supports?

You can receive financial assistance from other programs such as Employment Insurance benefits or Alberta Student Aid loans, grants, and scholarships to supplement the CETT voucher.

You must properly declare their claimed CETT voucher amount when submitting an Alberta Student Aid application form for loans and grants. Information on Alberta Student Aid is available at studentaid.alberta.ca.

You can also receive the CETT voucher while receiving the Bridge to Re-Employment relief grant.

15. Can my EI benefits continue if I attend a post-secondary program with the CETT voucher?

If you are attending a full-time program, the Government of Alberta will authorize the continuation of your EI benefits based on the training start and end dates.

If you plan to attend a part-time program, you will need to contact the Service Canada Help Desk to confirm your ongoing eligibility for EI benefits.

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16. While I am on maternity EI benefits, can I use the CETT voucher to attend a post-secondary program?

The voucher can be used for part-time or full-time studies. EI benefits should continue to be paid as there is no full-time employment to return to.

17. Will I receive a tax slip for the value of any tuition and fees paid on my behalf?

You should expect to receive a T4A tax slip for the value of the tuition and mandatory fees paid on your behalf under this program.

Institutions are responsible for issuing T2202A tax slips, which is used to calculate the tuition tax credit. Workers should confirm with the institution that the program they are taking is eligible for this tax slip.

18. What if I have questions or concerns about eligibility for the CETT voucher?

For any questions about eligibility, please email CETTvoucher@gov.ab.ca for additional information.