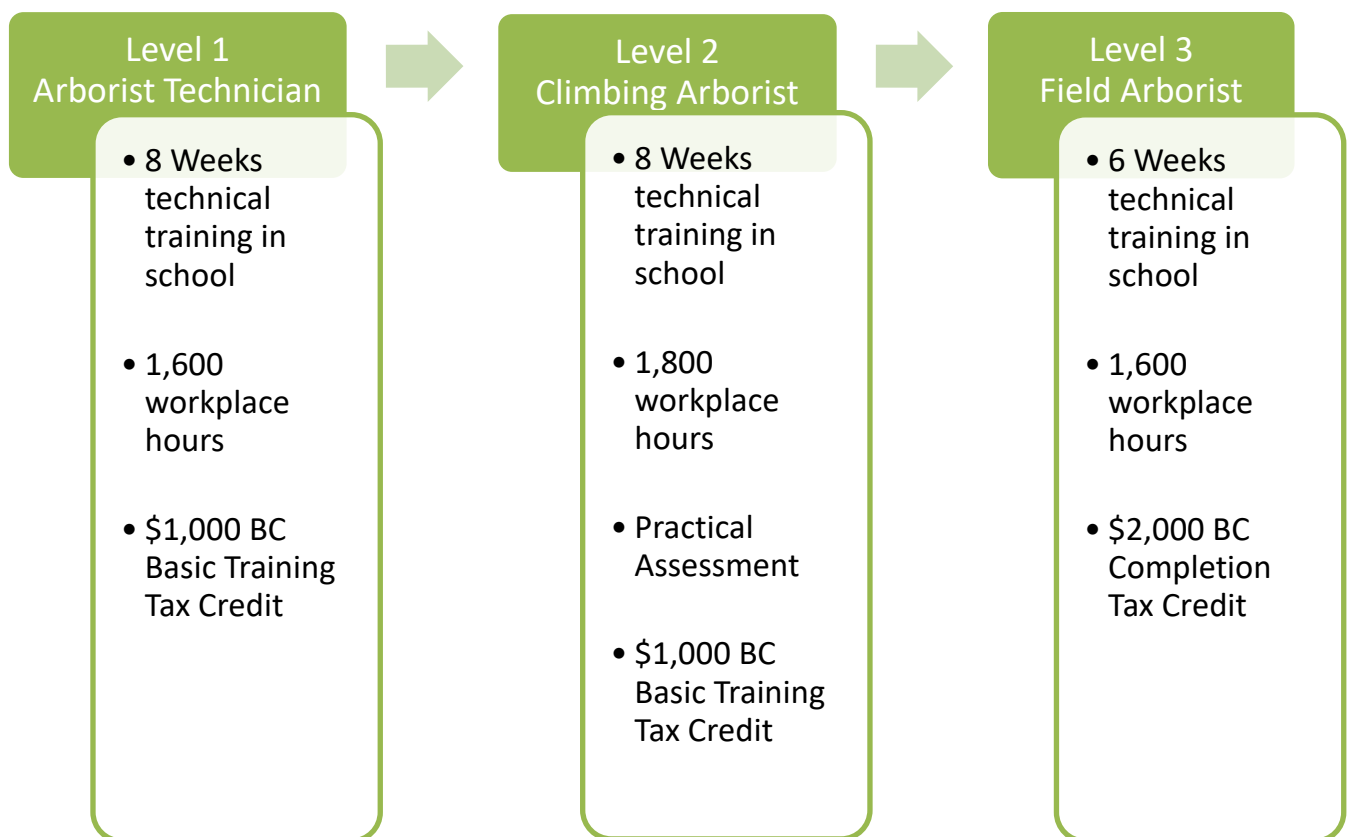


## Arboriculture Apprenticeship Certifications

The Arboriculture Trade includes three distinct and progressive Certificates of Qualification. The three certifications are: Arborist Technician, Climbing Arborist, and Field Arborist.

The Arboriculturist Apprenticeship program is independent from the Landscape and Production Horticulturist programs.



## Level One Arborist Technician Apprenticeship

### Level One – Arborist Technician Apprenticeship Overview

- An Arborist Technician Apprenticeship consists of entry level training where the worker is primarily on the ground and within 3 meters of the ground on ladders
- An Arborist Technician;
  - prunes and performs other work on trees from the ground
  - identifies plants, and selects rigging gear
  - has knowledge on how to fall, limb and buck trees, assist climbers, chip brush, cut wood and clean-up sites after tree care operations
- The technical training for this program is offered at Kwantlen Polytechnic University

### Level One – Arborist Technician Certification Requirements

- In-school training for 8 weeks
- Require 1,600 workplace hours with confirmation of hours by your employer
- This will result in a Certificate of Qualification Arborist Technician.

### Steps to become an Arborist Technician Apprentice

- You must have a Sponsor who is either a Certified Tradesperson or has Sign-Off Authority and has registered with the ITA.
  - HortEducation.ca can be your sponsor for the school duration if required. If you need HortEducation.ca to act as your sponsor, visit <https://horteducation.ca/sponsorship-apprentices/>
  - For information on becoming a Sponsor, visit the '[Employer Info](#)' tab on the HortEducation.ca website (<https://horteducation.ca/employer-info/>).
- Register for your Direct Access account with the ITA
  - Go to the ITA Direct Access webpage; <https://www.itadirectaccess.ca/Login.aspx>. Follow the instructions videos on 'creating your account' and 'registering with a sponsor'; <http://www.itabc.ca/registration-checklist/how-guides>.
- Complete the Apprenticeship and Sponsor Registration using [direct access](#), by registering with your sponsor using their "Sponsor ID".
- Register with Kwantlen Polytechnic University <http://www.kpu.ca/hort/apprenticeship>
- Track your hours along with your employer by filling out the Work-Based Training Report. This can be done online through you and your employers Direct Access accounts.
- Read the [Apprentice/Trainee Guide provided by ITA](#)
- After completing level 1 & logging 1,600 hours, your 'Recommend for Certification' form must be signed by your sponsor. This form is provided by ITA upon completion of training and work based hours.

## Level Two Climbing Arborist Apprenticeship

### Climbing Arborist Apprenticeship Overview

- Climbing Arborist training focuses on the climbing skills and technical skills used while working in trees
- A Climbing Arborist;
  - performs advanced rigging and cutting
  - structurally supports trees
  - selects trees for planting
  - identifies common pests and diseases
  - is capable of performing rescues

### Climbing Arborist Certification Requirements

- Must have your Certificate of Qualification as an Arborist Technician
- In-school training for 8 weeks
- Require 1,800 workplace hours with confirmation of hours by your employer
- Must complete a Practical Assessment to demonstrate necessary skills to perform the routine tasks of a Climbing Arborist
- This will result in a Certificate of Qualification Climbing Arborist.

### Steps to become a Climbing Arborist Apprenticeship

- You must have a Sponsor who is either a Certified Tradesperson or has Sign-Off Authority and has registered with the ITA.
  - HortEducation.ca can be your sponsor for the school duration if required. If you need HortEducation.ca to act as your sponsor, visit <https://horteducation.ca/sponsorship-apprentices/>
  - For information on becoming a Sponsor, visit the 'Employer Info' tab on the HortEducation.ca website (<https://horteducation.ca/employer-info/>).
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- Complete the Apprenticeship and Sponsor Registration using [direct access](#), by registering with your sponsor using their "Sponsor ID".
- Register with Kwantlen Polytechnic University <http://www.kpu.ca/hort/apprenticeship>
- Track your hours along with your employer by filling out the Work-Based Training Report. This can be done online through you and your employers Direct Access accounts.
- Read the [Apprentice/Trainee Guide provided by ITA](#)
- Remember that you may be eligible for tax credits starting at \$1000 per completed level.
- After completing the level your 'Recommend for Certification' form must be signed by your sponsor. This form is provided by ITA upon completion of training and work based hours.

## Level Three Field Arborist Apprenticeship

### Field Arborist Apprenticeship Overview

- A Field Arborist prunes and performs other work of Climbing Arborists on tress from a ground and aerial situation, including climbing and aerial bucket work.
- A Field Arborist also;
  - develops and implements Integrated Pest Management and Plant Health Care plans
  - develops tree preservation strategies
  - inspects sites and tress for damage and hazards
  - performs job estimating, tree inventory, and tree appraisals
  - prepares reports in the technical areas described above
  - performs supervisory duties
- Contact HortEducation.ca for the technical training availability for this program

### Field Arborist Certification Requirements

- Must have your Certificate of Qualification as an Arborist Technician and Climbing Arborist
- In-school training for 6 weeks
- Requires 1,600 workplace hours with confirmation of hours by your employer
- This will result in a Certificate of Qualification and a Certificate of Apprenticeship as a Field Arborist.
- This program will be offered at Kwantlen Polytechnic University at a future date.

### Marking System Level 1-3

| Level                         | Final Mark  |
|-------------------------------|---|
| Level 1 - Arborist Technician | Must achieve 70% or higher for In-school mark AND<br>Must achieve 70% or higher for Certificate of Qualification Exam |
| Level 2 - Climbing Arborist   |   |
| Level 3 - Field Arborist      |   |

### Arboriculture Apprentice Tax Credits

| Apprentice Tax Credit     | Completion Requirements  | Regular | * <u>Enhanced</u> |
|---------------------------|--|---------|-------------------|
| Basic Training Tax Credit | CofQ as Arborist Technician (Level 1, 1600 hours logged, & RFC signed) | \$1000  | \$1500            |
| Basic Training Tax Credit | CofQ as Climbing Arborist (Level 2, 1800 hours logged & RFC Signed)    | \$1000  | \$1500            |
| BC Completion Tax Credit  | CofQ as Field Arborist (Level 3, 1600 hours logged & RFC signed)       | \$2000  | \$3000            |

\*Enhanced credits for First Nations individuals and persons with disabilities

#### Basic Training Tax Credit

- Apply once you have met requirements
- ITA transcript is used as proof of meeting requirements
- Complete the British Columbia Training Tax Credit (T1014) form and submit it with your T1 Income Tax Return
- Must be claimed no later than 36 months after the end of the tax year.

#### Apprenticeship Completion tax

- Apply once you have met requirements
- Provide proof of Certificate of Qualification
- You can claim the training tax credit in the year the level is completed regardless of which year the level was started

For more information on the British Columbia Basic and Completion Tax Credits for apprentices, visit:

<https://www2.gov.bc.ca/gov/content/taxes/income-taxes/corporate/credits/training/apprentice>

### Arboriculture Sponsor Tax Credits

| Tax Credit                | Completion Requirements  | Amount  |
|---------------------------|--|---|
| Basic Training Tax Credit | First 24 months  | 20% of eligible salary and wages up to \$4000 |
| Completion Tax Credit     | CofQ as Field Arborist (Level 3, 1600 hours logged & RFC signed) | 15% of eligible salaries/wages up to \$2500   |

\*\*\*Enhanced credits are available for employing First Nations individuals and persons with disabilities as apprentices

#### **Basic Tax Credit**

- Based on a 24-month period, starting when an apprentice enters into the Industry Training Agreement with ITA
- You can claim more than one credit in a year for an employee, as long as the employee meets the requirements.
- The training tax credit is refundable, but must first be applied against total income tax payable.
- Must be claimed no later than 36 months after the end of the tax year for which the eligible salaries and wages are paid.

#### **Completion Tax Credit**

- Based on the 12 month period, prior to your apprentice gaining their Certificate of Qualification

For more information on the British Columbia Basic and Completion Tax Credits for apprentices, visit:

<https://www2.gov.bc.ca/gov/content/taxes/income-taxes/corporate/credits/training/employer>

Arboriculture  
Apprenticeship

