



Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9
Fax: 416.231.4903
Customer Service: 1.877.682.8772
Email: certandexams@tssa.org
www.tssa.org

**Application for an Ontario Certificate of Qualification
as a Ski Lift Mechanic**
Technical Standards and Safety Act
Certification and Training of Elevating Devices
Mechanics Regulation

I am applying for certification as a(n):

For Office Use Only

Date

Account No.

SR No.

Certificate No.

Full Name of Applicant and Home Address

| | | | | | |
|------------|-------------|------------|-------------|--|--|
| Last Name | | First Name | | Middle Name | |
| Street No. | Street Name | | | | |
| City | | Province | Postal Code | New Address <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| Email | | | | | |

Area Code and Telephone No. (home)

Cell No.

**Required for
Certification**

Date of Birth

| | | |
|----------------------|----------------------|----------------------|
| Year | Month | Day |
| <input type="text"/> | <input type="text"/> | <input type="text"/> |

If you now hold a Ski Lift Mechanic Certificate, give Certificate No.:

TSSA must be notified of any change of address and telephone number.

| | | | | | |
|---|--|----------------------|------------------|-------|-----|
| College/organization | | Trainer ID No. | Examination Date | | |
| <input type="text"/> | | <input type="text"/> | Year | Month | Day |
| <input type="text"/> | | | | | |
| Address | | | | | |
| <input type="text"/> | | | | | |
| Applicant has met all the requirements for certification: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A | | | | | |
| Name of Signing Authority: _____ Practical Evaluation Mark: _____ | | | | | |
| Telephone No.: _____ Practical Evaluation Completion Date: _____ | | | | | |
| Signature of Signing Authority: _____ Theoretical Mark: _____ | | | | | |

Fees: The non-refundable application processing fee must be included for all applications including pass or fail grades.

| Select | Service | Fee Type | Fee | Total Fees Due |
|--------|--|----------|-------|----------------|
| | Ontario Certificate of Qualification as a Ski Lift Mechanic (biennial) | Flat | 88.00 | |

Total Fees Due

2

If paying by credit card, amount in Box 2 to be entered in TSSA Service Prepayment Portal

All required fees must be prepaid for application to be processed. Fees are non-refundable.
For payment options, see Payment Instructions

Note: Making a false statement may result in a fine and/or revocation of authorization. Failure to provide required information will result in delayed processing.

Declaration: I certify the information I have provided is true. I authorize the above named training organization to submit this application and fee on my behalf.

Signature of Applicant

Date (dd-mmm-yyyy)

GUIDELINES FOR SKI LIFT MECHANICS, Form No. ED 09163

Proof of Experience - Mandatory Information Requirement:

- a) Applicants for any class of certificate outlined above are required to submit, along with the application, a letter(s) from past and present employers, written on company letterhead and signed by an officer of the company, stating the exact dates of employment and giving detailed descriptions of the type of work performed. Only if a letter(s) is/are not available from the employer, a letter from a union local containing the **same information** would be acceptable.
- b) The detailed description of the type of work performed, i.e. installation, maintenance, service... etc., and the type(s) of ski lift devices worked on during the qualifying period will be outlined in the accompanying "Sign-Off Documentation".

Out-of-Province Applicants

Please note that out-of-province applicants may be required to first write the qualifying examination and pass a practical skills evaluation.

Examination:

Applicants must have successfully passed the provincial (or equivalent) examination for the relevant class of certificate with a minimum of 70%. A notice of completion provided by an accredited training and/or examining organization must accompany the application.

Applicants must have attended the full safety training workshops related to the elevating device industry. A certificate of completion must accompany the application.

Checklist:

In order for this application to be complete, please review the following:

- ☐ Did you complete the application form in full?
- ☐ Have you enclosed your transcripts for courses completed towards the applicable certificate?
- ☐ Have you enclosed the certificate of completion of the applicable B. Title B. Title provincial examination for certification?
- ☐ Have you enclosed the letter(s) from your past and present employer(s) and/or union local?
- ☐ Have you enclosed the certificate of completion for the required safety training?
(if taken separately from the full training curriculum)
- ☐ Have you enclosed the application fee made payable to the Technical Standards and Safety Authority (TSSA)?

Please print and fax back this completed form to Examination Services at 416.231.4903.



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PAYMENT INSTRUCTIONS

| | |
|------------------------------------|----------------------|
| TSSA use only WO # _____ | L # _____ CH # _____ |
|------------------------------------|----------------------|

If paying by cheque, bank draft, money order, this form must accompany all applications submitted to TSSA. A separate payment form is required for each application. Please refer to our fee schedule posted on our website www.tssa.org. HST Registration No: 891131369.

Payment Options:

Credit Card - Click link below

[TSSA Service Prepayment Portal](https://forms.tssa.org/Payments/Service-Prepayment-Portal)

<https://forms.tssa.org/Payments/Service-Prepayment-Portal>

Cheque, Bank Draft or Money Order (payable to Technical Standards and Safety Authority)

Name of Applicant/Organization:

Telephone No:

Email Address:

Cheque/Bank Draft/Money Order #: _____

Mail payment along with a copy of your application to:

Attention: Accounts Receivable
Technical Standards and Safety Authority
345 Carlingview Drive
Toronto, Ontario M9W 6N9

If a copy of the application is not submitted with your payment, this will delay the processing of the application.

Dishonored Payments: A \$35 administration fee will apply for each returned item