



SKILLS ONTARIO COMPETITION

INFORMATION PACKAGE

Skills Ontario

invites you and your students to join us at the

Toronto Congress Centre May 6 - 8, 2019

*From culinary to carpentry, autobody to automation,
welding to web design –
Skills Ontario is dedicated to promoting skilled trades
and technology careers to Ontario's Youth.*

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Skills Ontario Competition

May 6 - 8, 2019 – Toronto, ON

SKILLS ONTARIO COMPETITION *and* QUALIFYING COMPETITIONS

SKILLS ONTARIO

Skills Ontario is a not-for-profit organization dedicated to the promotion of the skilled trades and technologies as viable, first-choice career options to Ontario youth. With the support of our many partners, Skills Ontario encourages young people to consider a career in the skilled trades and technologies. Through programs and initiatives such as in-school presentations, qualifying and provincial skills competitions, we touch the lives of thousands of young people across the province each year.

The **Skills Ontario Competition**, our cornerstone event, showcases the talented youth of our province. Over 30,000 spectators converge on this three-day event to watch over 2000 of the brightest young people of this province compete in one of the over 68 skills contests offered.

The 30th Skills Ontario Competition will be held from May 6-8, 2019 at **The Toronto Congress Centre in Toronto**.

The 15th **Qualifying Competitions** will be held on April 6, 2019 at seven Ontario colleges. The locations are as follows:

- Canadore College - North Bay
- Confederation College - Thunder Bay
- Fanshawe College - London
- Georgian College - Barrie
- Humber College - Toronto
- Niagara College - Niagara
- St. Lawrence College - Kingston

Participation in the Skills Ontario Competition may provide the opportunity to advance to the Skills Canada National Competition. See page 27 for details.

PROCESS FOR PARTICIPATING IN SKILLS ONTARIO COMPETITIONS



2019 SKILLS ONTARIO COMPETITION

CONTEST SCOPES

Contests offered at the Skills Ontario Competition are designed to reflect a technical occupational path. Descriptions of contests offered can be found on pages 6-9.

Most contests are designed to include “national standards,” where possible, as benchmarks for contest specifications and judging criteria. Most contests include a theoretical component (approximately 10% of scoring), a practical component (approximately 85% of scoring), and a job interview (5% of scoring). Contests are designed to emphasize the “technical” aspects of the subject and the evaluation process reflects this emphasis.

What is a contest scope?

Scopes are a summary of each contest and specify the following information:

- location and date of contest
- level of contest
- purpose of the contest
- skills and knowledge to be tested
- judging criteria
- duration and timing of contest
- materials the competitor must supply
- materials that Skills Ontario will supply
- safety requirements
- technical committee members
- any additional subject matter the competitor should review

Scopes will be posted on our website (skillsontario.com) by the end of January 2019. Please be aware that changes may occur in the scopes up until two weeks prior to the competition.

Please ensure that student competitors and their teacher advisors review the scope document for their specific contest well in advance of attending the Competition, as well as just before the Competition, to check for any updates/changes.

SKILLS ONTARIO COMPETITION CONTEST	SOC	SCNC[□]	WORLDSKILLS^A
2D Character Animation (Team of 2)	S	S	-
3D Character Animation (Team of 2)	S	S	-
Aesthetics	S / PS	PS	Beauty Therapy
Aircraft Maintenance	PS	PS	Aircraft Maintenance
Architectural Technology and Design	S / PS	S / PS	-
Automation and Control (<i>secondary level has been cancelled</i>)	PS ONLY	PS	Industrial Control
Auto Collision Repair	S / PS	S / PS	Autobody Repair
Auto Service Technology	S / PS	S / PS	Automobile Technology
Auto Painting	S / PS	S / PS	Car Painting
Baking	S / PS	S / PS	Confectioner/Pastry Cook
Brick Masonry	S / PS	PS	Bricklaying
Cabinetmaking	S / PS	S / PS	Cabinetmaking
Carpentry – Individual *	S* / PS	S / PS	Carpentry
Carpentry – Team (Team of 2)	S	-	-
CNC Machining	PS	PS	CNC Milling & CNC Turning
Coding	S / PS	-	-
Computer Aided Manufacturing (CAM)	S / PS	-	-
Culinary Arts *	S* / PS	S / PS	Cooking
Electrical Installations	S / PS	S / PS	Electrical Installations
Electronics	S / PS	S	(<i>Electronics – N/A</i>)
Fashion Design	S	S	Fashion Technology
Floristry	S	-	(<i>Floristry – N/A</i>)
Geographic Information Systems (Team of 2)	S	-	-
Graphic Design – Presentation	S	-	-
Graphic Design – Studio Production	S / PS	S / PS	Graphic Design Technology
Hairstyling	S / PS	S / PS	Ladies'/Mens' Hairdressing
Heating Systems Technician	S / PS	-	-
Heavy Equipment Service	PS	PS	Heavy Equipment Technician
Home and Team Building (Team of 4)	S	-	-
Horticulture and Landscape (Team of 2)	S / PS	PS	Landscape Gardening
Industrial Mechanic Millwright	PS	PS	Industrial Mechanic/Millwright
IT Network Systems Administration	S / PS	S / PS	IT PC / Network Support
IT Office Software Applications	S / PS	S / PS	-
Job Interview	S	S	-
Job Skill Demonstration	S	S	-
Landscape Design	S / PS	-	-
Mechanical CAD	S / PS	S / PS	Mechanical Engineering Design
Mechatronics (Team of 2)	PS	PS	Mechatronics
Metal Fabricator (Fitter)	PS	-	-
Mobile Crane Operator	PS	-	-
Outdoor Powered Equipment	S / PS	S / PS	-
Photography	S / PS	S / PS	-
Plumbing	S / PS	PS	Plumbing and Heating
Powerline Technician (Team of 2)	PS	-	-
Precision Machining	S / PS	S / PS	-
Prepared Speech	S	S	-
Refrigeration	S / PS	PS	Refrigeration
Restaurant Service	S / PS	-	(<i>Restaurant Service – N/A</i>)
Robotics (Team of 4)	S	S	Mobile Robotics
Robotics and Control Systems (Team of 2)	S	-	-
Sheet Metal	PS	PS	-
Skilled Trades Entrepreneurship	S	-	-
Steamfitting/Pipefitting	PS	PS	-
Truck and Coach	PS	-	-
TV and Video Production (Team of 2) *	S*	S	-
Web Design and Development	S / PS	S	Web Design
Welding *	S* / PS	S / PS	Welding
Workplace Safety	S	S	-

S – secondary PS – post-secondary (includes apprentices) ^A2019 is NOT a qualifying year for WorldSkills

*** Secondary students must first compete at a Qualifying Competition before advancing to the Skills Ontario Competition.**

□ SCNC Contest advancement subject to change based on the official contest list received from Skills Canada

CONTEST DESCRIPTIONS

Contest Name	Contest Description
2D Character Animation	Teams of two (2) are given a theme, provided a soundtrack, and are then challenged to tell a story. The contest focuses on the competitors' abilities to tell their story on paper through storyboarding. They then bring their story to life by creating and animating the depicted scenes.
3D Character Animation	Using a fully realized 3D animated character capable of expressing emotion, the teams must create a short movie. Competitors then share their animation, storyboard, and model sheets to a panel of judges during a final formal presentation.
Aesthetics	Using real life volunteers, the aesthetics competitors are judged on their ability to provide facial treatments, foot care, hand care and make-up application to industry standards.
Aircraft Maintenance	Competitors demonstrate a sampling of the knowledge and skills required to maintain and troubleshoot aircraft, aircraft engines and aircraft systems.
Architectural Technology and Design	Using Computer Aided Drafting (CAD) software, competitors must showcase their design and drawing skills. The designs/drawings are judged on three broad categories: architecture, engineering and construction.
Auto Collision Repair	Competitors are judged on their abilities in auto body repair. The contest includes welding, measurement, the repair of a rocker panel or quarter panel, bumper repair, and vehicle preparation. A written exam is also administered.
Auto Painting	Competitors are assessed in auto body preparations and painting techniques. Activities include dent repair, priming, and refinishing. A theoretical exam will also be administered.
Auto Service Technology	Competitors are challenged with real life automotive repair situations. Engines are assigned and participants may have to assess brakes/steering/suspension, electrical, body functions/vehicle performance, engine systems, and fabrication.
Automation and Control	Students are tested on their abilities and skills in wiring motor controls and developing a programmable logic controller program to operate devices and equipment, according to given specifications.
Baking	The Baking contest judges competitors based on their competence and professionalism. Secondary participants must bake yeast/bread rolls, a decorative cake, choux pastries, and lemon meringue pie. Post-secondary competitors showcase their professionalism in commercial baking by baking a mousse cake, miniature French pastries, a sponge cake, and a chocolate box. Competitors must come prepared with their own recipes.
Brick Masonry	Using a set of drawings, competitors must complete a masonry project. Projects may include, construction of brick walls or surfaces, and decorative brickwork. Competitors are judged on their abilities in brick laying, block laying, setting out and drawing.
Cabinetmaking	Students are judged on their woodworking/cabinetmaking skills. The challenge will include the creation of a piece of furniture or cabinet by hand. Competitors are be graded on accuracy, fit and finish, and a written test.
Carpentry - Individual	Competitors are be evaluated on their carpentry skills required for residential construction. Competitors may be asked to interpret detailed drawings as they safely and accurately measure, lay out and assemble framing systems such as

	<p>floors, walls, and roofs. Competitors should be familiar with both Western Platform Framing and aspects of Post and Beam Construction along with the installation of wall openings, sheathing, decks, stairs, and trim.</p>
Carpentry - Team	<p>In teams of two (2), students are graded on their practical abilities pertaining to carpentry. Teams are given a project (eg. toy box) and assessed on general practices, blueprint reading, design/layout, construction, and assembly of project.</p>
Coding	<p>Given an integrated business case scenario, each contestant must identify the problems of the business operation and identify a software solution using a programming language such as C#.net, Java, SQL, and a mobile solution.</p>
Computer Aided Manufacturing	<p>Participants receive a detailed drawing of a part that must be programmed for a vertical CNC milling machine. Utilizing CAM software, competitors must program the part using 2D geometry construction methods. Competitors must select appropriate roughing and finishing methods to machine the part and to use proper tools.</p>
CNC Machining	<p>Students assess the contestant's CNC machining operational skills and techniques using manual or CAM software.</p>
Culinary Arts	<p>Competitors cook and display hot and cold dishes in accordance with established trade rules. This contest presents an exciting view into Culinary Arts and showcases new culinary trends to the visiting public.</p>
Electrical Installations	<p>Competitors are expected to complete specific tasks from written instructions and provided electrical schematic diagrams. Secondary level tasks relate to residential electrical wiring. Post Secondary level tasks relate to electrical wiring in the industrial, commercial and institutional fields.</p>
Electronics	<p>The contest tests competitors on the current, state-of-the-art, electronic industry standards. Participants may be asked to interpret schematic diagrams, identify electrical components, and construct/troubleshoot circuits.</p>
Fashion Design	<p>Students are to demonstrate their Fashion Design skills through illustration, apparel drafting, clothing construction and communication.</p>
Floristry	<p>Competitors create a floral symmetrical arrangement, a centre piece, a vase arrangement, a spiral hand tied bouquet, and a cascade bridal bouquet. Competitors must present their arrangements using proper botanical or common names.</p>
Geographic Information Systems	<p>The competitors are asked to generate a digital map from a digital image, add data in a digital map, use GIS as a tool to compare, contrast and analyze geographic data, and produce a series of maps showing the results of the analysis. Working in teams of two (2), the competitors must present their GIS solutions to solve a real-life problem to a judging panel.</p>
Graphic Design - Presentation	<p>In advance of the actual competition date, the competitors must create a theme and visual concept promoting the Skills Ontario Competition geared to an audience of youth aged 14-21. Three promotional pieces are required: a poster, a brochure, and a choice of t-shirt, button or web home page. These will be formally presented to a panel of judges on the date of the contest.</p>
Graphic Design - Studio Production	<p>Students are challenged in various aspects of Studio Production. This may include practical skills in such applications as Adobe InDesign, Photoshop and/or Adobe Illustrator. Project planning, knowledge of design basics, and technical competence is a must.</p>
Hairstyling	<p>The competitors must demonstrate their technical and creative skills by creating three different fashion-conscious looks during the hairstyling contest. These looks include a men's cut and style, women's trendy salon cut, and style and ladies elegant evening hairstyle.</p>

Heating System Technician	Competitors must demonstrate, through practical and theoretical application, their skills in heating system fundamentals. This may apply to electricity, pressure, mechanics, and combustion of gas heating systems, with special attention given to Health and Safety regulations. Requires knowledge of controls, tools and testers used in the industry.
Heavy Equipment Service	This contest assesses competitors' skills in correctly inspecting, repairing and adjusting detached and/or mounted heavy duty equipment (i.e. tractor) components.
Home & Team Building	Students demonstrate their skills and talent in construction technology. Over two days of competition, teams of four (4) are evaluated on their abilities in carpentry, electrical, and plumbing.
Horticulture and Landscape	Competitors, in teams of two (2), are tested by building a garden based on a common set of criteria and drawings. Components of this may include, creating wall(s) from precast paving units, laying paving stones, plant selection and placement of landscape rocks.
Industrial Mechanic Millwright	This contest tests the skills and knowledge of each competitor in the areas of fluid power (hydraulics or pneumatics), metal layout, machining and fabrication as well as the assembly and alignment of mechanical power transmissions and components.
IT - Office Software Applications	IT - Office Software Application evaluates participants' understanding and ability in document processing, spreadsheets, presentation, database software, as well as the integration between these applications.
IT Network Systems Administration	The contest assesses a competitor within an environment suitable to a small to medium-sized business. Competitors are required to demonstrate their ability to build, configure and manage a network with a focus on virtual servers and workstations, and a combination of simulated and physical networking equipment.
Job Interview	Competitor apply to a job by submitting a targeted resume and cover letter. They are then interviewed for the position with questions about their skills, knowledge, education, and experience.
Job Skill Demonstration	Competitors will demonstrate and explain an entry level skill of their occupational expertise. The skill presented must reflect a contest area that is a component of the Skills Canada National Competition. Each competitor has up to 30 minutes for the demonstration.
Landscape Design	Using Computer Aided Drafting (CAD) software, competitors must showcase their landscape design and drawing skills. The designs/drawings are judged on creativity, meeting the client's (and the site's) requirements ,and plant selection.
Mechanical CAD	The contest evaluates a contestant's knowledge of mechanical design and drafting standards by applying CAD software to solve typical mechanical engineering problems.
Mechatronics	Using the supplied components, Mechatronics competitors must design, build, and program a machine capable of accomplishing a specific manufacturing process. Competitors work in teams of two (2).
Metal Fabricator (Fitter)	The contest will evaluate student's abilities to safely work through all the tested welding processes, including layout, position, and quality and accuracy of fitting. The interpretation and application of welding symbols will also be tested along with thermal cutting.
Mobile Crane Operator	The apprentice will demonstrate the skills necessary to safely and efficiently set up and operate a mobile crane. Accomplished by 1: conducting a pre-operational inspection and set-up; 2. operating a crane while moving a load through a challenging obstacle course; 3. shutting the crane down using safe and efficient procedures. Each of the tasks will be graded and must be completed within a set timeframe.

Outdoor Powered Equipment	The contest is intended to test the skill and knowledge of competitors in the air and liquid cooled engine field. Students are assessed on their ability to assemble/disassemble engines, carburetor theory and adjustments, and measuring and identifying parts.
Photography	The contest evaluates students' skills in digital photography. Competitors will be graded on their photographic eye, digital capture, digital production, digital output, and professionalism.
Plumbing	The contest assesses the competitor's knowledge of the plumbing system with a focus on accuracy of installation, quality of workmanship, and gas and water pressure testing.
Powerline Technician	In teams of two (2), competitors demonstrate the responsibilities of troubleshooting, maintaining, and improving the electrical distribution system in a safe and efficient manner.
Precision Machining	Competitors ARE given drawings for a mill piece and a lathe piece. They have a set amount of time to machine the part to completion.
Prepared Speech	The contest allows competitors to demonstrate their ability to clearly and effectively prepare and present on a pre-established theme. Speeches are 5 to 7 minutes in length. Competitors are evaluated on content, ability to convey their message, and overall delivery.
Refrigeration	Competitors ARE required to troubleshoot a simple refrigeration and/or air conditioning system. Knowledge of HVACR industry regulations and the basics of refrigeration is a necessity.
Restaurant Service	Competitors are tested on table dressing, serving real guests, taking orders, preparing cocktails/mocktails, wine identification, and clearing and cleaning. Health and safety compliance is also tested.
Robotics	Prior to the official contest, teams of four (4) design and fabricate a robot. The robot must be capable of competing with other student-made robots to move objects to a 'goal'. Competitors require drafting, mechanics, electronics, metalwork, woodwork and communications skills.
Robotics and Control Systems	The contest provides teams of two (2) with experience in science, engineering, and technology through a series of challenges involving mechanical systems, electronics, controls and sensors, automation, mobile robotics, and programming. This multi-disciplinary competition exploits and advances their knowledge and capability in mathematics, physics, Technology and English. In Ontario, this contest would relate to the new emphasis course in robotics and control systems.
Sheet Metal Work	Competitors will use a mixture of basic hand techniques and intermediate level skills to form and fabricate seams, edges, and locks in order to complete a project typical in sheet metal shops.
Skilled Trade Entrepreneurship	This contest helps prepare students with a technical skilled trade ability to succeed with designing a business plan for their future businesses.
Steamfitters	This contest tests the knowledge and skills of the competitors in piping systems based on quality, workmanship, and accuracy of work.
Truck and Coach	This contest assesses competitors on seven truck components including brakes, electrical, fluid power, drive-train, engine, steering and suspension, and a written test based on the Ontario College Truck and Coach curriculum.

TV & Video Production	Teams of two (2) competitors are required to produce a 2-3 minute informational/promotional video on a theme given at the beginning of the challenge. Competitors must use their time to plan, script, shoot, and edit the final video, all in one day.
Web Design & Development	Competitors participating in this contest are given the opportunity to demonstrate, through practical and theoretical application, their skills in client- and server-side Web design and development.
Welding	The contest evaluates a student's abilities to safely work through all the tested welding processes, including layout, position, fit and tack welding. The interpretation and application of welding symbols will also be tested.
Workplace Safety	The contest promotes the use of practical knowledge application, research, and presentation skills used in the field of health and safety. Competitors will demonstrate health and safety principles including the ability to identify and assess workplace hazards, research and present a health and safety topic. This contest has three activities which provide the competitor the opportunity to demonstrate these skills.

Please ensure that student competitors and their teacher advisors review the scope document for their specific contest well in advance of attending the Skills Ontario Competition, checking for updates up until the Skills Ontario Competition.

Related Contests prior to the Skills Ontario Competition

Related Contests	Contest Description
CNC Woodworking	Students design and create projects using a Woodworking CNC Machine. Each affiliated school can send in up to five individual student projects prior to the Skills Ontario Competition. The projects are judged on creativity, machining, as well as fit and finish. The awards ceremony for this contest will happen during the Skills Ontario Competition. <i>**Please note that this is not a team contest.</i>
Pin and Medal Design	Students use graphic design skills to create a design concept to be used for the official pin of the Skills Ontario Competition and the official medal given to top competitors.

QUALIFYING COMPETITIONS

The Qualifying Competitions are for **secondary level** competitors only and take place in seven (7) designated areas of Ontario. **All** Qualifying Competitions will take place on **Saturday, April 6, 2019** at an Ontario college within the designated area. Each Qualifying competition will offer the same four (4) contests:

- Carpentry – Individual
- Culinary Arts
- TV and Video Production (Team of 2)
- Welding

School boards wishing to send competitors to the Skills Ontario Competition in any of these contests must first participate in the Qualifying Competition in their area. Top finishers from the Qualifying Competitions may advance to the Skills Ontario Competition.

CHANGE: Please note that 2D Character Animation and Outdoor Powered Equipment no longer have a qualifying competition – competitors registered in these contests will go directly to the Skills Ontario Competition in May 2019.

Contests/Scopes:

The scopes, projects, judging criteria and score sheets will be created by Qualifying Technical Committees (QTC) and will be used in all Qualifying Competitions to maintain consistency in competitor selection across the province.

Please note that the contest expectations and scopes at the Qualifying Competitions will vary from those at the Skills Ontario Competition.

Qualifying Competition scopes will be posted separately, on the Qualifying Competitions page of our website.

NEW - Maximum Number of Participants:

Each school board will be allowed to send up to **TWO (2)** competitors/teams per contest to the Qualifying Competition at their designated college, but each of these competitors/teams **WILL** be eligible for advancement if they place in the top three at their location.

Cost for Participation:

A non-refundable registration fee of \$75 per competitor will be implemented for spaces reserved at the Qualifying Competitions. This fee will provide the opportunity to compete, contest materials, a light breakfast during the opening remarks, lunch for competitors and awards.

QUALIFYING COMPETITIONS continued

Tentative Agenda of Qualifying Competition Day:

8:30-9:00 a.m.	Sign-in and Announcements
9:00-9:10 a.m.	Committee Leads Competitors to Contest Area
9:10-9:30 a.m.	Orientation Session at Contest Area
9:30 a.m.-12:00 p.m.	Contest
12:00-12:30 p.m.	Lunch
12:30-3:00 p.m.	Contest
3:00-4:00 p.m.	Final Judging and Results Compilation
3:30-4:00 p.m.	General Feedback Session
4:00 p.m.	Presentation
5:30 p.m.	Awards Presentation and Advancement Meeting

Competitor Advancement to Skills Ontario Competition:

Competitors at the Qualifying Competitions must achieve a final score of at least 60% to receive any ribbon and be considered for advancement. The following number of competitors from each Qualifying Competition location may advance to the Skills Ontario Competition:

- Carpentry – Individual – 1st, 2nd and 3rd
- Culinary Arts – 1st, 2nd and 3rd
- T.V. Video Production (Team of 2) – 1st, 2nd and 3rd
- Welding – 1st, 2nd and 3rd

NEW Advancement Policy

The competitors/teams with the three highest scores in each contest will advance to the Skills Ontario Competition, regardless of their school board representation, ie. if the top two scores are from the same school board, both will receive ribbons and advance. Each school board may request up to **TWO (2)** spaces per contest and both will be eligible to advance.

Job Interview Component:

Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. It **WILL** still be included at the Skills Ontario Competition level, so please prepare your students in the event they move onto the Skills Ontario Competition.

SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS

last updated August 2018

Far Northern Area – Confederation College:

Conseil scolaire de district catholique des Aurores boréales
Keewatin-Patricia District School Board
Kenora Catholic District School Board
Lakehead Public Schools
Northwest Catholic District School Board
Rainy River District School Board
Superior North Catholic District School Board
Superior-Greenstone District School Board
Thunder Bay Catholic District School Board

Northern Area – Canadore College:

Algoma District School Board
Conseil scolaire de district catholique de Nouvel Ontario
Conseil scolaire catholique de district des Grand Rivières
Conseil scolaire de district catholique Franco-Nord
Conseil scolaire de district du Grand Nord de l'Ontario
Conseil scolaire de district du Nord-Est de l'Ontario
District School Board of Ontario North East
Huron-Superior Catholic District School Board
Near North District School Board
Nipissing-Parry Sound Catholic District School Board
Northeastern Catholic District School Board
Rainbow District School Board
Sudbury Catholic District School Board

Near Northern Area – Georgian College:

Bluewater District School Board
Bruce-Grey Catholic District School Board
Kawartha Pine Ridge District School Board
Peterborough Victoria Northumberland and Clarington Catholic District School Board
Simcoe County District School Board
Simcoe Muskoka Catholic District School Board
Trillium Lakelands District School Board
Upper Grand District School Board
Wellington Catholic District School Board

Central Area – Humber College:

Durham Catholic District School Board
Durham District School Board
Peel District School Board
Toronto Catholic District School Board
Toronto District School Board (All Quadrants)
York Catholic District School Board
York Region District School Board

SCHOOL BOARD DIVISIONS FOR QUALIFYING COMPETITIONS

Southern Area – Niagara College:

Brant Haldimand-Norfolk Catholic District School Board
Conseil scolaire de district catholique Centre-Sud
Conseil scolaire Viamonde
District School Board of Niagara
Dufferin-Peel Catholic District School Board
Grand Erie District School Board
Halton Catholic District School Board
Halton District School Board
Hamilton-Wentworth Catholic District School Board
Hamilton-Wentworth District School Board
Niagara Catholic District School Board

Western Area – Fanshawe College:

Avon Maitland District School Board
Conseil scolaire de district des écoles catholiques du Sud-Ouest
London District Catholic School Board
Greater Essex County District School Board
Huron Perth Catholic District School Board
Lambton Kent District School Board
St. Clair Catholic District School Board
Thames Valley District School Board
Waterloo Catholic District School Board
Waterloo Region District School Board
Windsor-Essex Catholic District School Board

Eastern Area – St. Lawrence College:

Algonquin and Lakeshore Catholic District School Board
Catholic District School Board of Eastern Ontario
Conseil scolaire de district catholique de Centre-Est de l'Ontario
Conseil scolaire de district catholique de l'Est ontarien
Conseil scolaire de district de l'Est de l'Ontario
Hastings and Prince Edward District School Board
Limestone District School Board
Ottawa Catholic School Board
Ottawa-Carleton District School Board
Renfrew County Catholic District School Board
Renfrew County District School Board
Upper Canada District School Board

Qualifying Competition Questions:

competitions@skillsontario.com

COMPETITOR ELIGIBILITY, RULES AND REGULATIONS

Secondary Level Competitor Eligibility for the Skills Ontario Competition and Qualifying Competitions

Secondary level competitors must meet the following criteria in the current school year and **may be asked to provide proof of any points listed below:**

- a) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.
- b) Attend a public, separate or private secondary institute, which is **affiliated** with Skills Ontario.
- c) Be **21 years of age or younger** as of December 31st **in the competition year** (2019).
- d) Be enrolled in a subject related* to the area of the contest in which they will compete OR have completed a senior level course in that subject area and/or co-operative education placement related to their contest area.
***competitors MUST be trained in ALL components of their chosen contest in order to participate**

EXCEPTION to d): Employability Skills Contests

- e) Have been earning high school credits any time during the current school year (September 2018 to June 2019).
- f) Be registered as a competitor with Skills Ontario.
- g) Competitors may compete in only one contest at the Skills Ontario Competition. Students competing at a Qualifying Competition who do not advance in their designated contest area are not permitted to then register for a different contest at the Skills Ontario Competition.
- h) Students registered in a team event must be enrolled in the same school.

Students enrolled in the Ontario Youth Apprenticeship Program (OYAP) will be considered secondary level students and will compete at the secondary level, as long as the age criteria set in c) is met.

Adult OYAP students (22 years of age or older), who are registered apprentices, may apply through the MTUC to compete at the Post-Secondary level.

Post-Secondary Level Competitor Eligibility for the Skills Ontario Competition:

Post-Secondary competitors must meet the following criteria and **may be asked to provide proof of any points listed below:**

- a) Possess a Canadian citizenship or landed immigrant status and be a resident of Ontario. Competitors are responsible for verifying this information if requested.
- b) Be enrolled in a community college or private or vocational school or training institution, which is **affiliated with Skills Ontario.**

OR

Be a registered apprentice with the MTUC or a Journeyperson candidate in the field that they are competing. Once a Journeyperson candidate reaches that class, they are only eligible for one year.

- c) Be enrolled in a post-secondary program of study directly related to the contest in which they will compete, within the current school year (September 2018 – June 2019).
- d) Be registered as a competitor with Skills Ontario.
- e) The competitor **cannot** be a certified journey-person. Journey-person candidates who have NOT passed their qualification exam are eligible to compete.
- f) Competitors must be no older than 29 years of age in the year of the competition (2019). Birth date must fall in 1990 or later. Proof of age must be available upon request.
- g) All competitors must be able to show either current apprenticeship or Journeyperson candidate status and/or proof of age upon request of the Technical Committee Chairperson.

COMPETITOR ELIGIBILITY, RULES AND REGULATIONS continued

QUALIFYING & Skills Ontario Competition COMPETITOR RULES & REGULATIONS

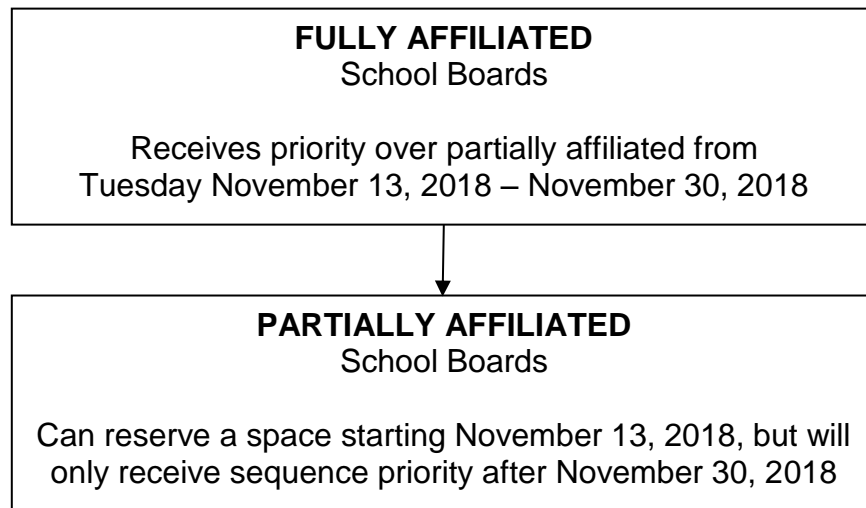
Please ensure you review the eligibility criteria listed on the previous pages.

- Competitor orientation will occur at the contest site and will be facilitated by the Technical Committee members. Competitors must attend the orientation meeting. Competitors requiring clarification of instructions during the contest should seek it from the Technical Committee members.
- Competitors must wear provided wristband **at all times**.
- A minimum score of **60%** will be required to receive any ribbon or medal or to be eligible to advance to the Skills Ontario Competition or the Skills Canada National Competition.
- Competitors **may not** speak to spectators during their contest (this includes teachers, advisors, parents, media or employers). Competitors may be disqualified at the Judges' and Technical Committee Chair's discretion.
- Translators or other assistants (e.g. hearing impaired) are permitted in the contest site **only if requested during the online competitor registration process**.
- During the contest, no one will have access to the contest site except the Technical Committee Members, Judges and Competitors. Spectators, including teacher/advisors, will be provided a viewing area if possible.
- Competitors may be excused for washroom breaks with an escort at the discretion of the Technical Committee members.
- Books, notes, materials and assisting devices are not permitted unless the items are identified prior to the competition in the contest scope or during orientation.
- Media devices, such as cell phones, smart phones, or mp3 players are not permitted on the contest site.
- Any person in a contest (competitor, technical committee member, judge) who is found guilty of dishonest conduct should be aware that there is zero tolerance for cheating and plagiarism. Any Competitor found guilty of dishonest conduct will be immediately disqualified.
- **Competitors must be on time for their contest.** Late arrivals may or may not be allowed to compete, but no "make-up" time will be given. Disqualification or a penalty will be at the discretion of the Technical Committee members.
- Competitors must wear/bring appropriate dress/safety equipment/tools or equipment as specified in the contest scope. Competitors will not be permitted to participate if they do not come prepared with all safety equipment specified in the scope.

SPACE RESERVATION AND WAIT LIST POLICY

With the Skills Ontario Competition becoming increasingly popular, a space reservation and waiting list system is in place to ensure fairness. Space reservations hold a space to be later filled with a specific competitor. Only school board/college/MTUC district contacts may reserve a space. If you do not know who your school board/college/MTUC district contact is, please contact competitions@skillsontario.com. Please ensure that your contact knows you are interested in reserving a space **before November 13, 2018**.

Skills Ontario promotes the competition as a benefit of affiliation, therefore, **preference for space reservation** will be given to **fully affiliated** school boards.



Prior to and including the Priority Deadline of November 30, 2018, school boards/colleges/MTUC districts will be awarded space reservation in order of request date, with **fully affiliated school boards placed ahead of those partially or not affiliated**. In the event that a contest has reached its maximum space reservation, requests for space will create a waiting list. Upon a space cancellation, space will be allocated to the next **fully affiliated** school board on the waiting list. If all interest from fully affiliated school boards is satisfied, school boards demonstrating **partial affiliation** will be contacted next, in order of request date. This process will continue until the Priority Deadline of November 30, 2018. After November 30th, all space reservations will be awarded by request date only, regardless of affiliation status.

PAYMENT POLICY FOR SPACE RESERVATIONS

Due to the high number of space reservations and consequently the high number of last minute space cancellations, Skills Ontario has a payment policy for space reservations for both the Qualifying Competitions and the Skills Ontario Competition. It is the hope of Skills Ontario that this policy will help ensure school boards/colleges/MTUC districts that want a space are allowed one, and will help eliminate artificial space reservations for non-committed parties.

Beginning **November 13, 2018 – 9:00 a.m.** the following payment policy for space reservations will apply:

- For every Qualifying Competition competitor space reserved, school boards will be invoiced a **\$75 non-refundable** registration fee. For example, one space in Culinary Arts will be invoiced \$75, and a team space in TV Video Production (Team of 2) will be invoiced \$150.
- For every Skills Ontario Competition competitor space reserved, school boards/colleges/MTUC districts will be invoiced the \$150 registration fee (\$75 of which is a **non-refundable** deposit, effective after the No-Penalty Period, to hold the space). For example, one space in Electrical Installations will be invoiced \$150 and one space in Team Carpentry (Team of 2) will be invoiced \$300.
- Schools/training institutes not affiliated prior to registering will be charged the affiliation fee along with the registration fees (\$125 per elementary school, \$250 per secondary/post-secondary school)
- Invoices for reserved space will have payment due 30 days after date of issue. Should payment for space reservations not be received by Skills Ontario by the due date indicated on the invoice, those reserved spaces will automatically be cancelled and the school board/college/MTUC district will be required to resubmit their space reservations.
- **NO-PENALTY PERIOD:** Boards/colleges will be permitted to cancel spaces, without penalty, before Friday, February 8, 2019. The \$75 cancellation fee will come into effect after this date.
- Qualifying Competition spaces are **non-refundable** after February 8, 2019.
- Should a school board/college/MTUC district cancel a reserved **Skills Ontario Competition** competitor space **before March 29, 2019**, \$75 of the registration fee will be refunded.
- Should a school board/college/MTUC district cancel a reserved **Skills Ontario Competition** competitor space **on or after March 29, 2019**, the \$150 registration fee **will not** be refunded.
- Fees for cancelled spaces are NOT transferrable to new spaces.
- School boards/colleges/MTUC districts will not be invoiced for waiting list spaces. When a waiting list space becomes accepted, the school board/college/MTUC district will then be invoiced the \$150 registration fee to hold the space and then have 30 days from date of invoicing to issue payment.
- Invoices will be issued/sent shortly after the Skills Ontario Competition.

Contest Cancellation

Skills Ontario reserves the right to cancel a contest if necessary (example: low enrolment). At the end of March, Skills Ontario will review the wait lists, and school boards, colleges and MTUC districts will be notified if a contest will be cancelled, or if there are any changes in registration. A full refund will be granted to those registered at the time of cancellation.

FYI: Did you know that **the registration fee covers less than 7% of the total cost per student** to run each contest? Skills Ontario acknowledges the contributions of our sponsors and partners who help us provide these opportunities for our youth.

REGISTRATION PROCESS AND TIMELINE

September 2018	Pin and Medal contests begin. CNC Woodworking contest begins.
October 2018	School board/College/MTUC contacts will receive an email including more information about the Skills Ontario Competition events, to be forwarded on to teachers within their school board. School board/College/MTUC Contacts will also receive an email reminder, notifying them that the registration site will be opening
Friday November 9, 2018	Pin and Medal Design Contest Deadlines All entries for the Pin Contest and the Medal Contest must be emailed or mailed in and post marked no later than November 9, 2018.
Tuesday November 13, 2018 9:00 a.m.	On-line Space Reservation for Elementary & Secondary Contests becomes active. SPACE WILL FILL UP EARLY! Preference for space reservation will be given to fully affiliated school boards until November 30th. Please refer to page 18 for Payment Policy for Space Reservations
Tuesday November 20, 2018 9:00 a.m.	On-line Space Reservation for Post-Secondary Contests becomes active. SPACE WILL FILL UP EARLY! Preference for space reservation will be given to fully affiliated colleges/training institutes until November 30th. Please refer to page 18 for Payment Policy for Space Reservations
Friday November 30, 2018 11:59 p.m.	Priority Reservation Deadline Preference for contest space will be given to fully affiliated school boards only until this date . Please note that all contests have limited space , and submitting space reservations by November 30, 2018, does not guarantee space . Space is on a first-come, first-served basis, based on affiliation status, and waiting lists may begin before November 30th. After this date, space reservation will be given in order of request date only, regardless of affiliation status.
Tuesday January 1, 2019 12:00 a.m.	Individual Competition Registration Opens. Complete online competitor registration at https://register.skillsontario.com
February 8, 2019	No-penalty cancellation period ends , \$75 cancellation fee comes into effect after this date.
Thursday February 14, 2019	Young Women's Conference and FMNI Student Conference Registrations Open Online
Friday March 22, 2019 11:59 p.m.	QUALIFYING COMPETITION - COMPETITOR REGISTRATION DEADLINE

Friday March 29, 2019	Qualifying Competitor Waiver Deadline – If the competitor condition/guardian consent forms for registered Qualifying Competition competitors are not signed and received by March 29th, the on-line registrations will become null and void and space will be given to the next school board/college/MTUC district on the waiting list. At this time, the contacted school board/college/MTUC district will need to affiliate with Skills Ontario, if they have not already done so.
Friday March 29, 2019	SKILLS ONTARIO COMPETITION COMPETITOR REGISTRATION DEADLINE. Cancellation Deadline. No refunds for Skills Ontario Competition cancellations past this point. Computer Deadline: where the contest scope indicates, competitors must advise the Competition department if they are supplying alternative software, bringing their own computer or require a computer be supplied.
Friday April 5, 2019 11:59 p.m.	SKILLS ONTARIO COMPETITION Waiver Deadline - If competitor condition/guardian consent forms for registered Skills Ontario Competition competitors are not signed and received by April 5th, on-line registrations will become null and void and space will be given to the next school board/college/MTUC district on the waiting list. At this time, the contacted school board/college/MTUC district will need to affiliate with Skills Ontario, if they have not already done
Saturday April 6, 2019	Qualifying Competitions <ul style="list-style-type: none"> • Canadore College • Confederation College • Fanshawe College • Georgian College • Humber College • Niagara College • St. Lawrence College
April 19, 2019	No waitlist movement after this date
May 6 - 8, 2019	2019 Skills Ontario Competition Toronto Congress Centre, Toronto
May 27 - 30, 2019	2019 Skills Canada National Competition Team Ontario Members Halifax, NS

PLEASE NOTE: WAITLIST POLICY In order to ensure that spaces are filled with students/teams that are invested in competing, we will enforce our registration policies more strictly moving forward. For contests that have waitlists, those spaces already accepted into the contest that have not been filled by the registration deadline will be cancelled, reimbursed and offered to the first school board on the waitlist.

There will be no on-site registration at the competitions

If a student arrives on the day of competition and is not registered with Skills Ontario as a competitor, they **will not be allowed** to compete as a regular competitor. Based on the discretion of the Director of Competitions and Technical Committee they may be able to demonstrate their skills as an exhibition competitor. The student **WILL NOT** be eligible for placing in the medals or advancing to the Skills Canada National Competition.

For questions regarding the registration process and timeline please contact the Skills Ontario Competitions department at competitions@skillsontario.com.

JOB INTERVIEW COMPONENT

Skills Ontario recognizes that along with the trade and technical skills our competitors excel in, the soft skills are necessary to become a valued employee in any organization. To assist our competitors in preparing for their eventual job searches, we have incorporated **a job interview in all contests, worth 5% of the competitor's/team's final mark**. The interview component will be included in the scope. Students will be expected to come to the competition with a prepared résumé and be ready to answer interview questions related to the technical career path their contest reflects. It is vital that students are informed of this component so they may properly prepare.

Please be advised that there **WILL NOT** be a job interview component at the Qualifying Competitions. Competitors advancing from the Qualifying Competitions will need to prepare for this component at the Skills Ontario Competition.

Please visit skillsontario.com/hr to review sample questions and a scoring breakdown for the job interview component as well as receive interview and résumé tips.

CONFLICT RESOLUTION PROCEDURE

The Conflict Resolution Procedure is in place to ensure all competitors are treated equally and fairly during the Qualifying and Skills Ontario Competition. Competitors are asked to submit an informal protest, either verbally or in writing to the Technical Committee Chair if they feel they have been treated unfairly. It is encouraged that the competitor discusses the informal protest with the Technical Committee Chair as soon as possible during the contest, so a resolution can be determined as soon as possible. Through discussion, the competitor and Technical Committee Chair will work to determine a resolution to the situation. If a competitor who is directly affected by the situation would like to submit a formal protest he or she may start the conflict resolution procedure.

For questions regarding the Conflict Resolution Procedure, please contact the Skills Ontario Competition department via email at competitions@skillsontario.com.

Special Events at the Skills Ontario Competition

CAREER EXPLORATION SHOWCASE

The Career Exploration Showcase allows visiting students to see many of the career options available in the skilled trades and technologies. While viewing the Skills Ontario Competition contests and involving themselves with the interactive display booths, students gain the spark needed to pursue a career that is the right fit for them. Over 70 exhibitors offer hands-on activities to educate, inspire and engage your high school students.

With over 25,000 in attendance at last year's competitions, we look forward to featuring more trades and activities to all the students attending the Career Exploration Showcase at the 2019 Skills Ontario Competition.

For students, this is the ideal opportunity to research the many viable career and education opportunities in the skilled trades and technologies and leave knowing that they can make informed decisions.

Mark your calendar for Skills Ontario Competition Career Exploration Showcase on **May 6 & 7, 2019**. The best part is that this event is **FREE!** Further information regarding the 2019 Career Exploration Showcase will be available in January of 2019.

Key Points you need to know about the 2019 Career Exploration Showcase

- The Showcase is open May 6 and 7, 2019
- Admission is free!
- A flyer will be posted online in January

YOUNG WOMEN'S CONFERENCE at the Skills Ontario Competition

The **Young Women's Conference** is held in conjunction with the 30th Skills Ontario Competition. The purpose of the conference is to introduce young women in grades 9 - 12 to careers in the skilled trades and technologies through hands-on activities, inspirational guest speakers and informal networking with female role models who work in the skilled trades and technologies. This fun-filled day is complete with a tour of the 30th Skills Ontario Competition and Career Exploration Showcase.

This conference takes place on **Tuesday May 7, 2019** in the North Building of the Toronto Congress Centre, Toronto.

Registration opens on Thursday February 14, 2019. PLEASE NOTE – Space is limited and **pre-registration for this event is mandatory.**

Payment Policy – Please note that the cost per participant is \$20 with a maximum registration of 20 students and 2 teachers per school.

For more details, visit the Young Women's Initiatives page of our website or contact ywc@skillsontario.com.

SCHOOL BOARD AWARD OF DISTINCTION

The Skills Work![®] School Board Award of Distinction will be presented to the School Board that shows dedication to the promotion of skilled trades and technology careers through results at the Skills Ontario Competition.

Secondary students competing at the Skills Ontario Competition will represent their school board within their contest area. Each competitor in the top ten and scoring over 60% receive points that go towards their school board's score. The school board with the highest score after all contests have been considered, will be presented with the Skills Work![®] School Board Award of Distinction.

Receiving this award is a sign of a school board's continued commitment to supporting students interested in pursuing a wide range of careers in the skilled trades and technologies. Hands-on learning is necessary within Ontario to ensure we have a healthy and stable workforce for the future. School boards receiving this award are leading the way to ensure this will happen.

COLLEGE AWARD OF DISTINCTION

Colleges across Ontario play a fundamental role in preparing tomorrow's workforce with the hands-on education required to pursue careers in the skilled trades and technologies. Skills Ontario wishes to acknowledge a college that has demonstrated their commitment to this initiative, made significant investments to the skilled trades and technologies and strived for excellence in the classroom, shop and competition site, with the College Award of Distinction. Results from students' performance at the Skills Ontario Competition, volunteerism and involvement with Skills Ontario initiatives all contribute in determining which College receives the College Award of Distinction.

SKILLS ONTARIO COMPETITION CLOSING CEREMONY

When: Wednesday, May 8, 2019 - 9:00AM to 12:00PM

Where: North Ballroom, Toronto Congress Centre, 650 Dixon Rd, Toronto

Skills Ontario is excited to have this large venue for the 2019 Skills Ontario Competition Closing Ceremony. We strongly encourage everyone to pre-purchase tickets for educators, family and employers. Registered Skills Ontario Competition competitors receive one wristband as part of the registration package that doubles as a competitors' ticket to the Closing Ceremony.

If additional tickets are required for educators, family or employers, please note the following important details:

1. Tickets are \$10 each and cover the cost of admission only.
2. Payment **MUST** be received in the form of credit card or cheque no later than Wednesday, April 17, 2019 at noon for pre-ordered tickets.

* Reminder: Tickets are also available for purchase at the door of the Closing Ceremony on Wednesday, May 8, 2019. Pre-purchase is recommended to avoid long line-ups the day of the Closing Ceremony. All tickets are non-refundable. All tickets are available on a first come, first served basis.

3. All pre-purchased tickets will be available for pick up at our **Information Kiosk** at the Toronto Congress Centre during the Skills Ontario Competition. All **ticket pickups** must take place **before 3:00p.m. on Tuesday, May 7, 2019**. Failure to pick up a ticket will mean that the space will be cancelled without refund.

SKILLS CANADA NATIONAL COMPETITION

Ontario will send medal representatives (Team Ontario) in some secondary and post-secondary contests to the Skills Canada National Competition in Halifax NS, May 27 - 30, 2019. Please refer to the Skills Ontario Competition Contest List on page 5 of this document for contests offered at the 2019 Skills Canada National Competition. Please note this list is subject to change, as determined by the National Secretariat.

Ontario competitors will be notified of their qualification upon receipt of their medal at the Skills Ontario Competition **Closing Ceremony**. A **mandatory Team Ontario meeting** will then follow the Closing Ceremony. Once informed of their eligibility to compete at the Skills Canada National Competition, competitors must **immediately provide Skills Ontario with their decision of whether or not to participate**. Please note that not all Ontario contests and levels are eligible for the Skills Canada National Competition. Please carefully review the contest list for information about contest areas.

For more information regarding Team Ontario, please contact the Skills Ontario Competition department via email at competitions@skillsontario.com.

WEBSITE AND CONTACT INFORMATION

The Skills Ontario website at skillsontario.com is continually being updated to include current information on the 2019 Qualifying Competition and Skills Ontario Competition. Please check the site regularly to receive any changes in information regarding the competition, including changes to contest scopes. You will also find the competition information package, scopes and regulations on the website. Online registration is available at register.skillsontario.com.

If you have a question regarding the competition, we encourage you to use the website as your first option in finding answers to those questions. If you are unable to find the answer after searching our website, please email competitions@skillsontario.com