## Skills Training Grants (STG) User Guide

## **Changing Employer Training Grant (ETG) Dates**

Last Updated: 10 June 2022

- 1. Log into the **Skills Training Grants page** with your BCeID.
- 2. Scroll down the page to your approved ETG application, then click "Continue."



**3.** Click "View Agreement." Note: You cannot change course dates if you have already submitted a claim.

Home		
2350036 sdfdsf (start date 2022-05-19)		Claim Status
B.C. Employer Training Grant		NOT SUBMITTED
Press review and submit claim button to submit your reimbursement claim!		Links
Reimbursement Due: 2022-06-18 Claim	Begin Reimbursement Claim	View Application View Agreement
	Review and submit claim	

4. Click on "Schedule A – Grant Services", then click on the Delivery Start or End date you want to change.

View Grant Agreement You may view your grant agreement below by expanding each part.	Approved on 2019-01-21
Approval Letter	Links
Schedule A - Grant Services	Reporting
Schedule B - Definitions and General Terms	View Application
If you have cancelled your training and are certain that you will not be submitting a reimbursement claim then please cancel your agreement using the button below. When you cancel your agreement, your file is closed and cannot be reopened.	
Cancel Agreement	

View Grant Agreement			
You may view your grant agreement below by expanding each part.			
Approval Letter			
Schedule A - Grant Services			
Agreement Number:	1950010		
Applicant Name:	CJF BC SPsT		
Agreement Term			
Term Start Date:	February 13, 2019		
Term End Date:	April 15, 2019		
Delivery Plan			
Training Program:	Training Program B		
Training Provider:	Training Provider A		
Training Start Date:	February 13, 2019		
Training End Date:	February 13, 2019		

5. The Request Change to Training Provider form will open in a pop-up window. Enter your new dates, then click "Save Changes."

Change Delivery Dates	$\times$
Your delivery start date must fall in the period 2021-09-01 to 2022-03-31 for the grant you have selected and it may not be before your application	
submission date.	
New Start Date *	
March 💙 23 🔻 2022 🔻	
New End Date *	
March 💙 23 🔻 2022 💙	
Cancel Save Change	es