



## Challenge Certificate Assessment for Ski Lift Mechanics

As outlined in Ontario Regulation 222/01, s. 6 and the Ski Lift Mechanic Policies & Procedures Document, available at [www.tssa.org](http://www.tssa.org), Ski Lift Mechanics-In-Training or Mechanics who are seeking a higher certification classification (i.e. SLM-A, SLM-F, etc.) are required to submit an application for assessment. At a minimum, the following documentation must be submitted to the Elevating Devices, Training and Certification Department.

To assist you in initiating the process, a checklist has been provided below. Note: all steps are mandatory.

- 1) A letter indicating your request.
- 2) Detailed documentation providing proof of work experience:
  - Including letters from current and/or previous employers on company letterhead signed by an authorized person of the company verifying the nature of the work experience.
  - Details must include, but are not limited to: specific periods where experience has been gained, identifying the specific types of Passenger Ropeways and the nature of work performed (i.e. detachable/fixed grip, working in maintenance/construction, and in what capacity).
    - If verification of work experience cannot be obtained from previous employer(s) or the applicant is the owner/contractor, the Director will review and may accept, a Notarized Statutory Declaration (by a Notary Public or Commissioner for Taking Oaths). The original declaration must be submitted, and include the above information.
- 3) Practical Skills/Experience Sign-Off Document (Skills Passport):
  - A **COPY** of the completed Skills Passport in the form published by the designated administrative authority.
    - The Skills Passport must be completed by a current/valid supervising mechanic(s), and shall accurately represent the experience and training gained during the qualifying period.
- 4) Proof of the successful completion of the Ski Lift Mechanic Phase 1 examination.
- 5) A completed [Application for an Ontario Certificate of Qualification](#).
  - Including the \$81.00 Certification Fee.
- 6) A completed [Application for Ski Lift Mechanic Examination](#).
  - Including the \$75.00 Examination Fee.

Applicants who follow the above procedure can expect a response from TSSA within 15 business days.

Please submit all documentation to:

**Elevating Devices Training and Certification Department**  
**345 Carlingview Drive**  
**Toronto, ON**  
**M9W 6N9**