

**2024 Technical Standards and Safety Authority and Ministry of Labour, Immigration,
Training, Skills and Development
Examination Schedule**



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2024 Technical Standards and Safety Authority and Ministry of Labour, Immigration, Training, Skills and Development Examination Schedule

Preface:

The following sets out and identifies the 2024 Technical Standards and Safety Authority ("TSSA") and Ministry of Labour, Immigration, Training and Skills Development ("MLITSD") examination schedule.

1. Examination Procedures:

- a) Examination dates are subject to change/cancellation without notice. Examination candidates are required to confirm the status of their examination no later than 10 business days prior to the scheduled examination date.
- b) On the day of the examination, candidates must produce at least one piece of acceptable government issued photo identification. The examination administrator or invigilator reserves the right to withhold an examination if a candidate fails to produce the same, the examination candidate is therefore subject to the *cancellation* requirements outlined in 4(a).
- c) Examination candidates are required to review and understand the examination procedures, as defined on the applicable examination application form.
- d) Examination security will be strictly enforced. The examination administrator or invigilator reserves the right to revoke an examination at any time if the examination candidate is found to be in violation of the TSSA examination or MLITSD procedures. The examination candidate will be subject to further investigation, which may result in the revocation of an authorization or restrictions may be applied to all future examinations.
- e) Examination candidates are expected to follow the approved procedures of the examination centre or MLITSD office. The administrator or invigilator reserves the right to permit food, beverages, washroom breaks, etc. during an examination.
 - o Exceptions are considered and reviewed on a case-by-case basis; however, must be requested by the examination candidate at the time of scheduling, a minimum of 10 business days prior to the scheduled examination date.

2. Scheduling an Examination:

- a) Examination candidates are encouraged to review the examination schedule, which is updated daily to confirm availability before submitting an examination application. Examinations are booked on a first-come, first-serve basis. Examination seats will not be held.
- b) Examination candidates are required to submit a completed examination application via email to: examinationandcertification@tssa.org a minimum of 10 business days prior to the scheduled examination date.
- c) Candidates are solely responsible for confirming the examination date, time and location by contacting TSSA Customer Services at [1-877-682-8772](tel:1-877-682-8772), or via email to: examinationandcertification@tssa.org

3. Re-scheduling Examinations

- a) Examination candidates are permitted to re-schedule or cancel an examination one (1) single time after their examination has been scheduled. To meet this requirement, the examination candidate must notify TSSA in writing via email to: examinationandcertification@tssa.org a minimum of 10 business days prior to the scheduled examination date.

4. Cancellation:

- a) Where a candidate cancels or attempts to re-schedule a confirmed examination date within 10 business days, the examination fee submitted will be forfeited and a new application and payment must be submitted in accordance with *Section 2: Examination Scheduling*.



Hub City Examination Locations

The resumption of in-person examinations will have a phased approach to ensure the health and safety of examination candidates, invigilators and TSSA team members.

Location	Address	Start Time	Important Information
Toronto	HI-MARK OCCUPATIONAL SKILLS TRAINING CENTRE 92 BRYDON DR, ETOBICOKE, ON M9W 4N6	AM: 8:30 a.m. PM: 1:00 p.m.	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
Barrie	HI-MARK OCCUPATIONAL SKILLS TRAINING CENTRE 2938 HWY, 11 SOUTH, PO BOX 142, ORO, ON, L0L 2X0	AM: 8:30 a.m. PM: 1:00 p.m.	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
Ottawa	HI-MARK OCCUPATIONAL SKILLS TRAINING CENTRE 2508 DELZOTTO AVE, OTTAWA, ON, K1T 3V7	AM: 8:30 a.m. PM: 1:00 p.m.	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
Cambridge	HI-MARK OCCUPATIONAL SKILLS TRAINING CENTRE 427 DUNDAS ST. N., UNIT 3, CAMBRIDGE, ON, N1R 5R5	AM: 8:30 a.m. PM: 1:30 p.m.	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
London	HI-MARK OCCUPATIONAL SKILLS TRAINING CENTRE 2520 TRAFALGAR ST. UNIT 1 LONDON ON N6M 1G9	AM: 8:30 a.m. PM: 1:00 p.m.	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email

Ministry of Labour, Training, Skills and Development (“MLITSD”) Examination Locations

*Updated: Oct 13, 2022

Location Name	Address	Exam Start Time(s)	Additional Information
BARRIE	55 CEDAR POINTE DR SUITE 609 BARRIE, ON L4N 5R7	8:45 AM	- Please arrive 15 minutes before the exam start time, and review all important information in your exam confirmation email
BELLEVILLE	135 NORTH FRONT ST BELLEVILLE, ON K8P 3B6	9:30 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
BRANTFORD	505 PARK RD N SUITE 201 BRANTFORD, ON N3R 7K8	10:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
CORNWALL	132 SECOND ST E 2nd FLOOR, SUITE 202 CORNWALL, ON K6H 1Y4	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
HAMILTON	119 KING ST W 8 th FLOOR HAMILTON, ON L8P 4Y7 (Located in Ontario Ellen Fairclough building)	10:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
KENORA	227 1/2 SECOND ST S KENORA, ON P9N 1G1	10:00 AM	-Fuels (FS), Elevating Devices (ED), Amusement Devices (AD) & Ski (SKI) candidates must arrive no later than 9:30 A.M. for the MLITSD office to check their code books. -Operating Engineer (OE) examination candidates must arrive no later than 9:45 A.M. -*No Parking Available*
KINGSTON	299 CONCESSION ST SUITE 201 KINGSTON, ON K7K 2B9	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email Free visitor parking available. If full, please ask exam invigilator for alternate parking.
KITCHENER	4275 KING ST E SUITE 200, 2 ND FLOOR KITCHENER, ON N2P 2E9	10:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
LONDON	1200 COMMISSIONER'S RD E UNIT 72 LONDON, ON N5Z 4R3	9:15 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
MISSISSAUGA	10 KINGSBRIDGE GARDEN CIR SUITE 404 MISSISSAUGA, ON L5R 3K6 (Located in the Emerald Centre)	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
NORTH BAY	200 1 ST AVE W NORTH BAY, ON P1B 3B9	9:30 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
OSHAWA	78 RICHMOND STREET, OSHAWA, ON, L1G 1E1	10:00 AM	-Fuels (FS), Elevating Devices (ED), Amusement Devices (AD) & Ski (SKI) candidates must arrive no later than 8:30 A.M. for the MLITSD office to check their code books. Operating Engineer - (OE) examination candidates must arrive no later than 9:30 A.M. -Parking: Limited Unpaid Parking is available off William St. W. Please use designated parking spots marked 78 RICHMOND ST. W. otherwise risk being ticketed/towed. -The alternate paid parking available is the PARKING GARAGE LOCATED AT 12 CENTRE STREET NORTH, OSHAWA, ONTARIO. L1H 1A6. -Do not park around the building. (including parking meters) law enforcement officers canvass the area and will issue



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			tickets and/or tow those who extend parking meter time allowance.
OTTAWA	347 PRESTON ST 3 RD FLOOR, SUITE 310 OTTAWA, ON K1S 3H8 (Located in the Ontario Government Building)	9:30 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
OWEN SOUND	1450 - 1ST AVE W OWEN SOUND, ON N4K 6W2	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
PEMBROKE	615 PEMBROKE ST E PEMBROKE, ON K8A 3L7	8:45 AM	- Please arrive 15 minutes before the exam start time, and review all important information in your exam confirmation email -Please wait in your car until it is your turn.
PETERBOROUGH	901 LANSLOWNE ST W PETERBOROUGH, ON K9J 1Z5	10:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
SARNIA	162 Lochiel Street Unit #101 Sarnia, ON N7T 7W5	9:15 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email please be advised that clients will now be able to use the George Street entrance – and park in the newly created parking lot – off of George Street – between Christina and Vidal streets.
SAULT STE. MARIE	477 QUEEN ST E 4 TH FL SAULT STE. MARIE, ON P6A 1Z5 (Located in the Queen Centre Building)	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email -Candidates can park at the back of the building, search for us in the video directory, we buzz them in and they take elevator to 4 th floor
ST. CATHARINES	301 ST. PAUL ST 10 TH FLOOR ST. CATHARINES, ON L2R 7R4	10:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
SUDBURY	159 CEDAR ST SUITE 506 SUDBURY, ON P3E 6A5	9:30AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
THUNDER BAY	103-189 RED RIVER RD 1 ST FLOOR THUNDER BAY, ON P7B 1A2	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
TIMMINS	5520 HWY 101 EAST TIMMINS, ON P0N 1H0 (Located in the Ontario Government Complex)	9:00 AM	- Please arrive 30 minutes before the exam start time, and review all important information in your exam confirmation email
WINDSOR	3155 HOWARD AVE, SECOND FLOOR , SUITE 200 WINDSOR, ON N8X 4Y8	9:15 AM	-Candidates must stagger check in time, as outlined in the confirmation email. -Please contact TSSA if you have any questions about your exam NOT the Roundhouse Building. -The Exam Centre is located on the 2nd floor of an outdoor mall, accessible only M-F during normal business hours.



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Examination Locations, Dates and Availability*:

* Examination availability will be updated daily; an examination sitting is considered closed when the 'available seats' column is marked with '0'.

		DECEMBER	
EXAMINATION CENTRE	Exam Date	Available Seats	
BARRIE	11-Dec	0	
BELLEVILLE	3-Dec	0	
BRANTFORD	18-Dec	1	
CORNWALL	18-Dec	0	
HAMILTON	17-Dec	1	
KENORA	11-Dec	6	
KINGSTON	18-Dec	0	
KITCHENER	19-Dec	0	
LONDON	19-Dec	0	
MISSISSAUGA	04-Dec	0	
NORTH BAY	18-Dec	1	
OSHAWA	13-Dec	0	
OTTAWA	12-Dec	0	
	-	-	
	-	-	
OWEN SOUND	17-Dec	0	
PEMBROKE	12-Dec	0	
PETERBOROUGH	4-Dec	0	
SARNIA	5-Dec	0	
	19-Dec	0	
SAULT STE. MARIE	10-Dec	0	
ST. CATHARINES	17-Dec	0	
SUDBURY	18-Dec	7	
	-	-	
THUNDER BAY	18-Dec	0	
TIMMINS	18-Dec	5	
WINDSOR	10-Dec	0	
	17-Dec	1	



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Hub City - Toronto AM (8:30 a.m.)	3-Dec	0
	4-Dec	0
	5-Dec	0
	11-Dec	0
	18-Dec	0
	19-Dec	1
	-	-
	-	-
	-	-
	-	-
Hub City - Toronto PM (1:00 p.m.)	3-Dec	0
	4-Dec	0
	5-Dec	0
	11-Dec	0
	18-Dec	0
	19-Dec	1
	-	-
	-	-
	-	-
	-	-
Hub City - Barrie AM (8:30 a.m.)	16-Dec	4
Hub City - Barrie PM (1:00 p.m.)	16-Dec	5
Hub City - Cambridge (8:30 a.m.)	12-Dec	0
	19-Dec	0
Hub City - London AM (8:30 a.m.)	19-Dec	0
Hub City - London PM (1:00 p.m.)	19-Dec	1
Hub City - Ottawa AM (8:30 a.m.)	17-Dec	0
Hub City - Ottawa PM (1:00 p.m.)	17-Dec	1