

PRIVATE TRAINING CORPORATION

ACTIVITY PLAN

January 1, 2026 to December 31, 2028

Chairperson's Message

February 15, 2026

Honourable Paul Dinn
Minister of Education and Early Childhood Development
West Block, Confederation Building
P.O. Box 8700
St. John's, NL
A1B 4J6

Dear Minister:

In accordance with the **Transparency and Accountability Act**, I am pleased to present the Private Training Corporation's 2026-2028 Activity Plan. This plan covers the three-year period from January 1, 2026 to December 31, 2028.

The Private Training Corporation is a Category 3 public body. This activity plan sets forth the Private Training Corporation's objectives for 2026-2028 in accordance with its mandate.

The Corporation is intent on maintaining a financial safety net so that students who enter a course of study at a private training institution are able to complete their training, even in the event of an institution's closure. A constant review of monitoring methods and collection of fees by the Corporation ensures this financial safety net for students.

My signature below is indicative of the Corporation's accountability for the preparation of this plan, and the achievement of the specific objectives contained herein.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Gerard Duggan", followed by a horizontal line.

Gerard Duggan
Chairperson

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Overview

The Private Training Corporation is established under section 4 of the **Private Training Institutions Act** (the Act) (Annex 1). The Corporation's main function is to collect one per cent of tuition revenue from registered private training institutions for the Train Out Fund on a quarterly basis. The fund exists to protect students by ensuring stability in the private training system. The Corporation also monitors private training institutions throughout the province to ensure that they submit their fees in a timely manner and to ensure that it is aware of any institutions that are at risk of closing. In the event of a closure of a private training institution, the fund is used to help students complete their education. Each year financial statements are prepared for the Train Out Fund and audited by an external accounting firm.

During 2025, the private training sector in Newfoundland and Labrador consisted of 20 registered institutions with approximately 3,900 students enrolled in registered programs. A complete listing of the 20 registered private training institutions is found in Annex 2. Net tuition revenue generated by the sector as of December 31, 2025 is approximately \$30,000,000. The Train Out Fund is valued at approximately \$8.1 million as of December 31, 2025.

As listed in section 3.1 of the **Private Training Institutions Regulations** (the Regulations), members of the Private Training Corporation Board (the Board) are appointed by the Lieutenant-Governor in Council. As of December 31, 2025, the membership was as follows:

- Chair and Community Representative, **Mr. Gerard Duggan**
- Community Representative, **Mr. Paul Dube**
- Representative of the Department of Education, **Ms. Tracy Stamp**
- Representative of the Department of Finance, **TBD**
- Representative of the Newfoundland and Labrador Association of Career Colleges, **Mr. Ian Stokes**
- Owner or operator of a private training institution, **Mr. Serge Cormier**
- Student of a private training institution, **vacant**

Analytical and other support for the Private Training Corporation is provided by the Department of Education and Early Childhood Development. The billing and collection of fees and preparation of correspondence is done on a contractual basis. The Corporation usually meets remotely but has in the past met at Confederation Building in St. John's. In person Board meetings may resume in future.

Correspondence may be forwarded to:

Private Training Corporation
c/o Division of Literacy and Institutional Services
Department of Education and Early Childhood Development
Government of Newfoundland and Labrador
3rd Floor, West Block, Confederation Building
St. John's, NL A1B 4J6

Mandate

The Private Training Corporation was established in 1999 and pursuant to section 5.1 of the **Private Training Institutions Act**, has the mandate to:

- Administer the Train Out Fund established under the **Act**;
- Where required, make recommendations to the Minister with respect to;
 - the operation of the **Act** and the **Regulations**;
 - the financial stability of a private training institution based upon a review of annual audited financial statements of that institution;
 - any other issues that the Minister may require to be reviewed; and
- Perform other duties as required by the Minister.

Lines of Business

Lines of business are the services and programs that a government entity provides to any external client. The Private Training Corporation has the following line of business:

Management of the Train Out Fund

The primary function of the Private Training Corporation is to collect fees from private training institutions throughout the province. The Private Training Corporation collects one per cent of all private training institutions' tuition fees for the Train Out Fund. In the event of an institution's closure, the fund will be used to ensure students receive the training for which they have contracted.

Primary Clients

Primary clients are those groups of individuals who avail of the services or programs offered. The Private Training Corporation has two primary clients:

- private training institutions; and
- students enrolled at private training institutions.

Vision

The vision of the Private Training Corporation is that of students graduating from financially viable private training institutions.

Objectives

The Private Training Corporation (PTC) is established under the **Private Training Institutions Act** to safeguard the interests of students enrolled in private training institutions in Newfoundland and Labrador. A central component of this mandate is ensuring that students are not financially disadvantaged should an institution cease operations. The Corporation fulfills this role through oversight of institutional financial health and the administration of the legislated Train Out Fund.

Issue 1: Stewardship of the Train Out Fund

The Train Out Fund is a statutory financial protection mechanism designed to support students in completing their programs of study in the event of a private training institution closure. In accordance with the **Private Training Institutions Act**, registered institutions are required to remit one per cent of tuition revenue to the Fund.

For the 2026 – 2028 planning period, the Corporation will continue to focus on ensuring that the Fund is managed in a consistent, accountable, and transparent manner. Progress toward this priority will be documented in each annual report covering the calendar years ending December 31, 2026, 2027, and 2028.

Objective: To ensure a reliable and effective process is in place for the collection and verification of Train Out Fund contributions from all registered private training institutions by December 31, 2028.

Indicator: Collection and verification of Train Out Fund contributions from registered private training institutions in accordance with **the Private Training Institutions Act**.

Issue 2: Oversight of Institutional Financial Stability

The Private Training Corporation is responsible for reviewing the audited financial statements of all registered private training institutions. This review supports the Corporation's statutory role in assessing institutional financial viability and, where necessary, advising the Minister on matters related to financial risk or stability.

During the 2026 – 2028 period, the Corporation will continue to strengthen its financial oversight function to ensure timely review, informed analysis, and appropriate escalation when concerns are identified. Results will be reported annually.

Objective: To maintain a consistent and effective framework for reviewing and responding to the audited financial statements of all registered private training institutions by December 31, 2028.

Indicators:

1. Completion of reviews of audited financial statements submitted by registered private training institutions in accordance with legislative requirements.
2. Identification of financial risks or concerns arising from audited financial statements and, where appropriate, communication of findings and recommendations to the Minister.

Issue 3: Legislative and Regulatory Effectiveness

As part of its governance role, the Private Training Corporation Board may identify issues related to the administration, effectiveness, or interpretation of the **Private Training Institutions Act** and its **Regulations**. This work is undertaken through regular and special Board meetings, as well as ongoing communication among Board members and with departmental officials.

Over the 2026 – 2028 period, the Board will continue to monitor operational challenges and emerging sector trends and provide advice to the Minister where legislative or regulatory adjustments may be required.

Objective: To provide informed advice and recommendations to the Minister, as required, on the operation of the **Private Training Institutions Act** and its **Regulations** by December 31, 2028.

Indicators:

1. Ongoing review of operational issues, compliance challenges, and emerging trends affecting the private training sector.
2. Provision of advice or recommendations to the Minister on the operation of the Private Training Institutions Act and Regulations, where warranted.

Conclusion

Through prudent financial oversight, responsible management of the Train Out Fund, and ongoing review of the legislative framework, the Private Training Corporation plays a key role in maintaining confidence in the private training system. The Corporation remains committed to protecting learners, supporting system stability, and contributing to the achievement of the Minister of Education and Early Childhood Development’s mandate and departmental priorities.

Annex 1: Applicable Legislation

Private Training Institutions Act sections 4, 5, 5.1, 5.2.

Corporation established

4. (1) There is incorporated a corporation to be known as the Private Training Corporation.
- (2) The corporation is not a Crown corporation and is not an agent of the Crown.
- (3) The board of directors of the corporation shall be appointed by the Lieutenant-Governor in Council and shall consist of no less than 5 and no more than 7 persons, and the membership of the board of directors may be prescribed by the Lieutenant-Governor in Council under paragraph 19(1)(v).
- (4) The Minister may designate one member of the board of directors as the chairperson and another as the vice-chairperson.
- (5) A director shall not hold office for more than 3 consecutive years and is eligible for reappointment.
- (5.1) A member of the board of directors appointed under this section whose term of office has expired shall continue to be a member of the board until he or she is reappointed or replaced and his or her decisions and actions as a director shall be considered to be valid.
- (6) A majority of the directors, one of whom shall be the chairperson or vice-chairperson constitutes a quorum.
- (7) Where a vacancy occurs on the board of directors, the Minister may appoint a person to fill the vacancy for the balance of the term of the director replaced.
- (8) A vacancy on the board of directors does not impair the capacity of the board of directors to act.
- (9) The accounts of the corporation shall be audited at least once a year by an auditor appointed by the corporation.
- (10) The corporation has, subject to this act, all the rights, powers and privileges of a natural person.

Powers of corporation

5. (1) The Private Training Corporation established under section 4 shall have the powers vested by law in a corporation.
- (2) In addition to the powers referred to in subsection (1), the corporation may
- (a) acquire assets and property both real and personal by purchase, lease, grant, hire, exchange or otherwise and dispose of that property;
 - (b) provide for the management of its property and effects and of its affairs and business;
 - (c) make by-laws concerning the meetings of the board and its transactions as approved by the Minister;
 - (d) hold and administer those bank or trust accounts necessary for the administration of the Train Out Fund and the general operations of the corporation;
 - (e) invest the funds of the Train Out Fund in accordance with regulations made under paragraph 19(1)(z); and
 - (f) do all other matters and things including the employment of staff and other persons that may be necessary or desirable for exercising the powers conferred by this act.

Duties of corporation

5.1 The corporation shall

- (a) administer the Train Out Fund established under section 17.1 in the manner that may be prescribed by the regulations;
- (b) where required, make recommendations to the Minister with respect to
 - (i) the operation of this act and the regulations,
 - (ii) the financial stability of a private training institution based upon annual audited financial statements of that institution as required by the Minister, and
 - (iii) any other issues that the Minister may require to be reviewed; and
- (c) perform those other duties as required by the Minister.

Insufficient funds - liability limited

- 5.2** (1) The liability of the corporation with respect to the Train Out Fund is limited to the pay out of funds on deposit and the corporation has no other financial obligations with respect to the Train Out Fund.
- (2) If there is insufficient money in the Train Out Fund to provide compensation as required by the regulations, the compensation provided shall
- (a) not exceed the amount of money in the fund; and
 - (b) be provided on a proportional basis.

Private Training Institutions Regulations sections 26.1, 26.2, 26.3, 26.4.

Funds to be credited

- 26.1** The Train Out Fund established under section 17.1 of the Act may be credited with funds from the following sources:
- (a) contributions from a private training institution required under subsection 17.1(3) of the Act;
 - (b) any income and earnings from investments of the funds; and
 - (c) any loans provided to the fund by the Minister.

Payment of funds

- 26.2** (1) A private training institution shall pay to the corporation a contribution to the Train Out Fund as required by subsection 17.1(3) of the Act at an annual rate of 1% of collected student tuition fees.
- (2) Money paid under subsection (1) shall be paid on March 31, June 30, September 30 and December 31 in a year, and shall be based on the tuition fees collected by the private training institution for the 3 months of the preceding quarter.
 - (3) The corporation shall reconcile the money paid under subsection (1) and shall make any adjustments necessary annually at the end of a private training institution's financial year and those adjustments shall be completed by March 31 following the end of the private training institution's financial year.
 - (4) For the purpose of this section, where tuition fees are included in grant money received by an institution on behalf of a student, the superintendent shall determine that portion of the grant which shall be considered to be tuition fees.
 - (5) Notwithstanding paragraph 5(4)(c), where a private training institution fails to pay to the corporation the contribution required under this section, the Minister may, in his or her discretion, revoke or limit the right of that institution to enrol new students.

Use of Train Out Fund

- 26.3** (1) The Train Out Fund may be used
- (a) where an institution with which a student had a contract fails to fulfil its obligation to that student due to closure to compensate the student in part or in full for the reasonable cost of completing his or her training with another institution, as determined by the corporation;
 - (b) to pay the cost of monitoring the financial operation of a private training institution, including the analysis of audited financial statements as required by these regulations;
 - (c) to pay the expenses of administering and auditing the Train Out Fund; and
 - (d) to reimburse members of the board of directors of the corporation for expenses incurred in relation to meetings and the work of the corporation in accordance with a scale for expenses that may be approved by the Minister.
- (2) Where the Train Out Fund is used to pay out money under paragraph (1)(a), the corporation shall hold back sufficient money to enable it to meet its obligations under paragraphs (1)(b), (c), and (d) and an amount it considers reasonable for the purpose of subsection 26.2(3).

Investments of Train Out Fund

- 26.4** Investments of the Train Out Fund by the corporation shall be investments in which a trustee is authorized to invest under the Trustee Act.

Annex 2: List of Registered Private Training Institutions

Registered private training institutions in Newfoundland and Labrador as of 1 January 2026:

<i>Institution</i>	<i>Campus location</i>
Academy Canada	Corner Brook
Academy Canada	St. John's
BAC Training Centre Inc./BAC Masonry College	Conception Bay South
Boilermakers Industrial Training Centre Inc.	Holyrood
Canadian Training Institute	Bay Roberts
Carpenter Millwright College Inc.	Paradise
Central Training Academy	Badger
DieTrac Technical Institute	Lewisporte
Gander Flight Training	Gander
Ironworkers Education & Training Co. Inc.	Mount Pearl
Keyin College	Bay Roberts
Keyin College	Gander
Keyin College	Grand Falls-Windsor
Keyin College	St. John's
Keyin College	Stephenville
Newfoundland and Labrador Heat and Frost Insulators Training Centre	St. John's
Operating Engineers College	Holyrood
Random Sound Paramedicine	Clarenville
U.A. Training Centre	Mount Pearl
Vanstone Scott College	St. John's