

# Special cases

## Guarantors subject to the continuing education requirement

### Case No. 1: I ceased to be a guarantor of an active licence before April 1, 2022.

#### **1.a If I requalified as a guarantor between April 1, 2022 and March 31, 2024, am I subject to mandatory continuing education (MCE)?**

Yes, you'll have to take 16 hours of MCE for the period from April 1, 2022 to March 31, 2024.

#### **1.b If I requalify as a guarantor between April 1, 2024 and March 31, 2026, do I have to complete the training hours for the current reference period and the previous period?**

Only for the current period. You ceased to be a guarantor before April 1, 2022, and no reference period existed at that time.

#### **1.c If I requalify as a guarantor between April 1, 2026 and March 31, 2028, do I have to complete the training hours for the current reference period and the previous periods? If so, is completing MCE then a condition of admissibility?**

Only for the current period. You ceased to be a guarantor before April 1, 2022, and no reference period existed at that time.

## Case No. 2: I ceased to be a guarantor of an active licence after April 1, 2022.

### 2.a If I requalified as a guarantor before March 31, 2024, am I subject to MCE?

You ceased to be a guarantor after the reference periods came into effect. You will therefore have to take the 16 hours of MCE for the current period, i.e. from April 1, 2022 to March 31, 2024.

### 2.b If I requalified as a guarantor between April 1, 2024 and March 31, 2026, must I keep track of my hours for the current and previous periods? If so, is completing MCE then a condition of admissibility?

You ceased to be a guarantor in February 2023, i.e. within the April 1, 2022 to March 31, 2024 reference period. If you wish to requalify as a guarantor between April 1, 2024 and March 31, 2026, you must first complete your 16 hours of MCE for the reference period during which you ceased to be a guarantor, i.e. from April 1, 2022 to March 31, 2024.

To requalify as a guarantor for your subclasses, you must submit copies of the proof of participation issued by the training providers along with your licence application, in accordance with section 12 (1)(p) of the *Regulation respecting the qualification of contractors and owner-builders*. Without these documents, the application will be incomplete and will be deemed inadmissible under section 13 of the Regulation.

**Important:** If you ceased to be a guarantor before April 1, 2022, you only need to complete your MCE for the current period since there was no reference period before that date.

### 2.c If I requalify as a guarantor between April 1, 2026 and March 31, 2028, do I have to complete the training hours for the two previous reference periods? If so, is completing MCE then a condition of admissibility?

You must first complete your hours of MCE for the reference period during which you ceased to be a guarantor, as well as for the current period.

**Important:** If you ceased to be a guarantor before April 1, 2022, you only need to complete your MCE for the current period since there was no reference period before that date.

**Case No. 3: I'm a guarantor contractor who applied for a new licence in 2021, before the Regulations came into force. I passed the subclass 1.3 exams but failed the administration exam, and therefore did not obtain a licence. I reapplied in 2023 and obtained a licence for subclass 1.3 (which I had passed in 2021).**

### **3.a Am I exempt from MCE?**

No, because you submitted a new application in 2023. You'll have to take 16 hours of MCE for the April 1, 2022 to March 31, 2024 period, because you passed the exam before the start of the reference period.

**Some examples:** A guarantor qualified for one of the subclasses in section 56.1 of the Regulation. He completed 6 hours of MCE between April 1, 2022 and March 31, 2024. On July 1, 2023, he ceased to act as guarantor.

In April 2027, he wants to requalify as guarantor in the subclass he previously held. He must first meet the continuing education requirements for the reference period in which he ceased to be a guarantor. Because he ceased to be a guarantor on July 1, 2023, the reference period is April 1, 2022 to March 31, 2024. Having already taken 6 hours of MCE for this period, he now has to do 10 more hours to meet his 16-hour education requirement. Once he has completed these hours, he can reapply to be a guarantor in the same subclass. In addition, since he applied in 2027, he will have to take 16 hours of MCE for the 2026–2028 period.

