

STUDENT DECLARATION OF UNDERSTANDING

Workplace Safety and Insurance Board (WSIB) or Private Insurance Coverage for Students on Unpaid Work Placements

The Humber College Institute of Technology & Advanced Learning and the University of Guelph-Humber (hereafter referred to as "Humber") are committed to ensuring compliance with the Ministry of Training, Colleges and Universities (MTCU) *Guidelines for Workplace Insurance for Postsecondary Students on Unpaid Work Placements*.

Student coverage while on placement

The Government of Ontario, through the MTCU, covers the costs of WSIB benefits or private insurance for injuries or diseases incurred by students enrolled in an approved Ontario postsecondary program and participating in an unpaid work placement to gain work skills and experience required by their program of study.

If an Ontario student is on an unpaid work placement at an employer who is compulsorily or voluntarily covered under the *Workplace Safety and Insurance Act (WSIA)*, the student is eligible for WSIB coverage if he/she is injured or contracts a disease while on the placement. For an unpaid work placement at an employer who is not covered by the WSIA, the student is eligible for limited private insurance (ACE-INA) coverage in the event of an injury/disease.

Declaration

I have read and understand that:

- 1) WSIB or private insurance coverage will be provided through the Ministry of Training, Colleges and Universities while I am on unpaid work placements as arranged or authorized by Humber as a requirement of my program of study.
- 2) In the event of an accident, injury or illness incurred as a result of my placement, I will immediately report the incident to the Placement Employer and to Humber. I will complete and sign the *Student Placement Injury Report* and the MTCU's *Post-Secondary Student Unpaid Work Placement Workplace Claim Form* and submit to my Humber Placement Coordinator within 24 hours. Over the course of my injury or illness, I will maintain regular contact with my Placement Coordinator and provide information relating to my restrictions and ability to return to the placement.
- 3) In the event that a workplace insurance compensation claim is filed for an injury sustained or a disease contracted while on my work placement, Humber College will disclose my applicable personal information relating to the unpaid work placement, the WSIB claim or the ACE-INA claim to the MTCU for purposes of administration of the claim.
- 4) Over the course of my placement, I will participate in and implement all safety-related training and procedures required by my Placement Employer and Humber.
- 5) I will promptly inform the Placement Employer and my Humber Placement Coordinator of any safety concerns related to my placement.
- 6) My personal information, relevant to my unpaid work placement, may be disclosed by Humber to my unpaid placement employer. This information will be limited to my full name, my local address and telephone number, my placement schedule (i.e. the days I will be at the placement), and my acceptance of the conditions of the placement.

I have read and understand the above, and have had any questions answered to my satisfaction:

Student name (print): _____ Student signature: _____

Student number: _____ Program/School: _____ Date: _____

Parent/Legal Guardian's Signature (for student less than 18 years of age):

Name (print): _____ Signature: _____ Date: _____

Distribution

- Students must return the original signed letter to their Humber Placement Coordinator.
- Students are encouraged to keep a copy for their records.

