

Retrieving your EI Reference Code

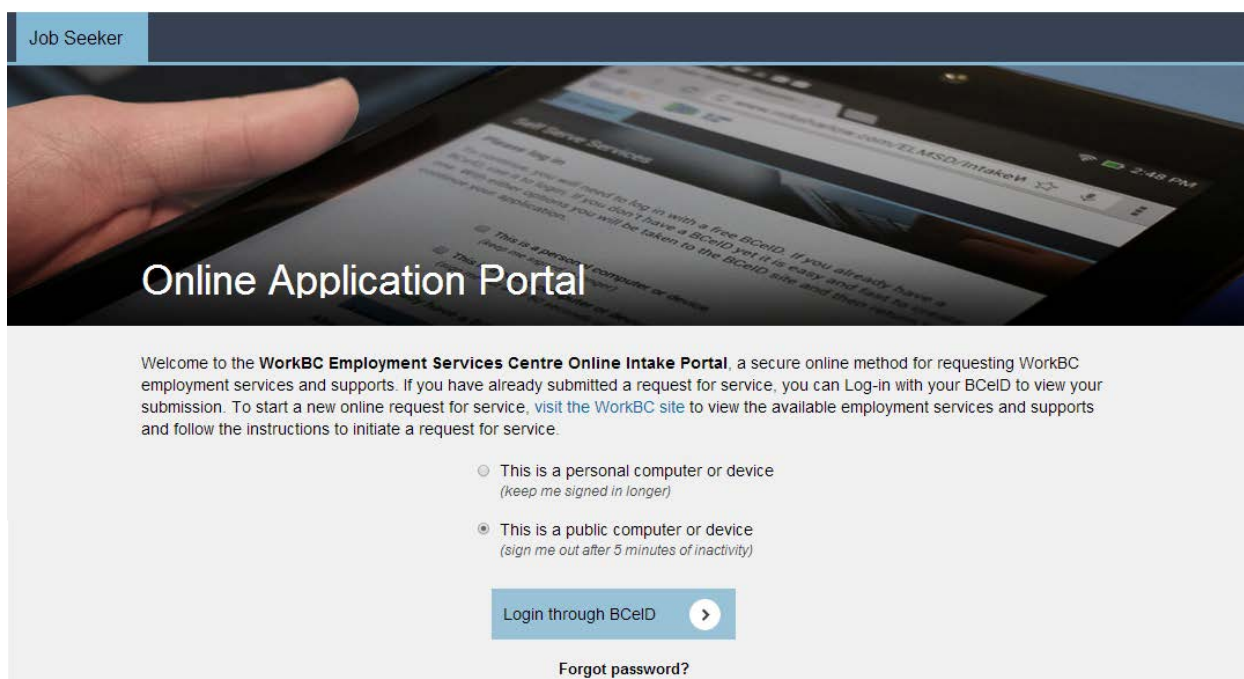
1. You will receive an email to the account that you used when you completed your application for **Program Financial Supports for Apprentices** online.

The email "Subject" will read: **Apprentice Training Supports - Pre-Approved.**

The email text will say the following:

"Your application for additional Program Financial Supports for Apprentices has been received. Please visit <http://apply.workbc.ca> to learn about any additional information and requirements related to your application."

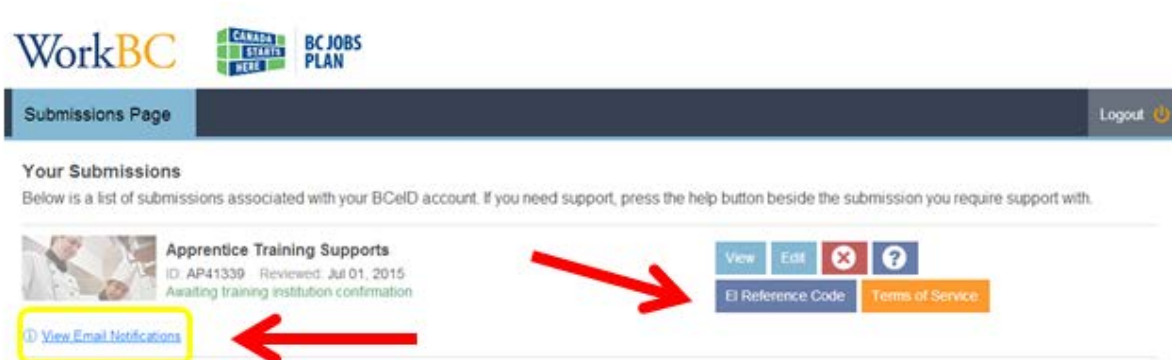
2. Click on <http://apply.workbc.ca> to go to the login page. Select the Private or Public Computer option and then click the "Login through BCeID" button.



Once you have clicked on "Login through BCeID" you will be directed to input your BCeID usercode and password to sign in. Please ensure you are using the same BCeID and password you entered when you completed the application originally.

After entering your BCeID and Password you will be directed to your Logon History. Click "Next"

3. Your Submission List will appear showing your application (and any others you may have created in the past). Click on **EI Reference Code** blue Button to retrieve your reference code.



For information on applying for Employment Insurance click on the **View Email Notifications link**.

If you have questions about this process you can click the Question Mark button on the Submission Page shown above to contact your WorkBC Employment Services Centre.

Alternatively you can contact ServiceBC directly at:

Toll Free 1-800-663-7867

Vancouver (604) 660-2421

Victoria (250) 387-6121

**Telephone Device for the Deaf: Vancouver 1-(604)-775-0303

Elsewhere in B.C. 1-800-661-8773