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## **Oil Sands Safety Association/Keyano's Fee Schedule for Basic Safety Orientation (BSO):**

**NOTE: At this time, all payments must be in the form of a cheque payable to The Oil Sands Safety Association.**

### **Licensing Fee Structure:**

Unless otherwise directed by OSSA, the following Licensing Fee Structure is in place for all Learning Providers. All invoices must be paid within 30 days of receipt.

*The OSSA/Keyano are not-for-profit Organizations, which have the following fee structure in place:*

- Annual Learning Provider Accreditation Fee
  - Annual fee required by all accredited Learning Providers in order to maintain their Learning Provider status with Keyano.
- Initial Instructor Fee
  - Is required for the initial certification of an Instructor under a Learning Provider.
- Annual Instructor Fee
  - Is required from all Instructors annually to maintain their certification.
- OSSA Annual Licensing Fee
  - Annual fee required by all Accredited Learning Providers in order to maintain a current License as a Learning Provider.
  - Unless otherwise directed by OSSA, all Providers must obtain and successfully maintain a License to use the "OSSA" Brand for all accredited programs.
- Credential Card
  - This pre-designed OSSA BSO credential card will have an affixed OSSA security label, and can be purchased directly from OSSA by submitting a Credential Card request form.



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### **Annual Learning Provider Accreditation Fee:**

**A non-refundable fee of \$5000 plus GST (\$5250.00)** must be paid upon Accreditation when becoming a Learning Provider as well as on the annual anniversary date for Providers in good standing.

### **OSSA Annual Licensing Fee:**

**A non-refundable fee of \$1000 plus GST (\$1050.00)** must be paid upon Accreditation of the Learning Provider and annually thereafter for all Learning Providers who are in good standing.

### **Initial Instructor Fee:**

**A non-refundable fee of \$500 plus GST (\$525.00)** must be paid upon certification of an instructor by a Learning Provider.

### **Annual Instructor Fee:**

**A non-refundable fee of \$500 plus GST (\$525.00)** must be paid annually by all instructors who are in good standing, to maintain their certification.

### **Credential Card:**

**A non-refundable fee of \$50.00 plus GST (\$52.50)** will be charged for each BSO Credential Card requested. (Inclusive of Security Label) Credential Cards will only be sold to Accredited Learning Providers in good standing.

### **Replacement Credentials:**

**A non-refundable fee of \$50.00 plus GST (\$52.50)** will be charged for each ORO and BSO Credential Card requested. (Inclusive of Security Label-BSO) Replacement Credential Cards will only be issued following the OSSA Replacement Credential Process.