



## Formal Regional Language Training (outside the National Capital Region) (Tool for Managers)

Looking for language training for yourself or your team **in a region outside the NCR**? Here are your options.

**Note:** many federal institutions already have their own procurement tools for formal language training. Some institutions also have their own in-house language training departments. Contact your training department to find out which situation applies to your institution. (Note that some of the links in this document are accessible only through the Government of Canada network.)

Contact your contracting unit if you have any questions about contracting for your language training services.

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### Oral proficiency virtual tutoring available across Canada

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You can also use PSPC's standing offers to obtain services for [oral proficiency virtual tutoring](#). These services are available virtually **across Canada**. They aim to **improve and maintain skills** in the second official language and **prepare people** for the Public Service Commission's (PSC) **English and French** language assessments. They are generally offered **on a part-time basis**.

In the case of **group tutoring**, **groups of two to four learners** at the same level are created to take part in sessions lasting one to three hours, usually a few times a week.

Regarding **individual tutoring**, sessions last at least one hour.

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### Self-guided online learning tool (with or without tutoring) available across Canada

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You can use PSPC's standing offers to register yourself or a member of your team for the [online self-study program](#) available **across Canada** to learn **English or French**. This self-study program is designed for beginner, intermediate and advanced learners who wish to improve or maintain their language level. If you don't know what level of training you need, you can take the placement test available online in the tool. This tool is available **with or without virtual tutoring**. Contact your

training department or your contracting unit to find out whether this training program is available to your staff.

For an overview **of costs**, go to [Rates: Online self-learning program and virtual tutoring](#).

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### Other regional language training services

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If you're looking for another type of regional language training, contact your institution's contracting unit or training department. They can help you find procurement tools that meet your needs (internal procurement tools, regional master standing offers, etc.).

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### Language Portal of Canada

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The Translation Bureau's Language Portal of Canada offers a directory of second official language training providers. You may find **regional** training or learning opportunities. Contact your training department to find out whether such training programs could be offered to staff at your institution. Registration fees may apply.

- [Language learning – French as a second language](#)
- [Apprentissage des langues – Français langue seconde](#)
- [Language learning – English as a second language](#)

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### Language training with accommodation measures available across Canada

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Some language schools offer with their [oral proficiency virtual tutoring](#), visual interpretation services (sign language), live captioning services for people with hearing difficulties and tutoring services for people with learning difficulties. If you're looking for information on the **accommodation measures available** for language training, or if you think a member of your staff may require such accommodation measures, refer to the tool: [Accommodation Measures for Formal Language Training](#).  
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