Frequently Asked Questions: Alberta Basic Security Training

What are the requirements to become a security guard in Alberta?
Under the Security Services and Investigators Act (SSIA), individuals working in the security, investigation and locksmith services industry must be licensed by the Province of Alberta. Applicants for individual licences must meet basic licensing requirements and training qualifications before applying to receive a licence. Additional Information is available at:

https://www.solgps.alberta.ca/programs_and_services/public_security/security_programs/Pages/IndividualLicense.aspx

What are the licensing requirements?
Effective June 1, 2011, all applicants for a security workers licence in Alberta must successfully complete an accredited 40-hour mandatory training course (or provide proof of equivalent training) and successfully complete the SSIA Provincial Examination in order to qualify for a licence. *Both the training course and exam are available online from PSKN.*

What are the steps involved in the licensing process?
Licenses are issued by the Security Programs department at the Alberta Ministry of Justice and Solicitor General. In addition to completing the training and provincial exam, applicants must submit SSIA Individual Licence Application form. The application fee is separate from the training and exam registration fees. The application form and a checklist of requirements is available at:
https://www.solgps.alberta.ca/programs_and_services/public_security/security_programs/Pages/FormsDocuments.aspx

Is PSKN's *Basic Security Training – Alberta* training course accredited by the Province of Alberta?
Yes, PSKN's *BST – Alberta* training course is accredited by the Province of Alberta (under SSIA Course License #AT000313) and meets the training requirements outlined in the Security Services and Investigators Act. It is recognized as an Online Alberta Basic Security Training Course (AccBST).

How do I register for the Provincial Licensing Exam?
PSKN's SSIA Provincial Examination is delivered online (via PSKN) at various locations in Alberta and is attended by a certified proctor. Once you have completed the training course, please contact the PSKN Support Desk to register for the exam.

There is no additional exam fee -- it is included in the registration fee for the *BST – Alberta* training course.

If I fail the exam, can I write it again?

Yes, if you do not successfully pass the exam the first time, you may re-write it. Please schedule a new exam time by contacting the PSKN Support Desk. The fee for each additional exam re-write is $60.

How do I provide proof of training and completion of the Provincial Licensing Exam for my application?

Upon completion of the *BST – Alberta* training course and Provincial Licensing Exam, PSKN will automatically send your results to the Alberta Registrar. This information will be kept on file by the Registrar as a required component of your licensing application.

How long does it take to receive a security service license?

The average time to process an application is about six to eight weeks, but this may vary depending on the volume of applications being processed at any given time. *All inquiries regarding your application should be directed to the Security Programs department at 1-877-462-0791.*