

Funding assistance for apprentices and trainees whose training contracts are cancelled

Apprentices or trainees whose training contracts are cancelled may be supported financially to attend a registered training organisation to assist them to re-enter a training contract. Assistance is available from a number of sources.

Who will pay the cost of college training?

The Department of Education, Training and the Arts will pay for the training if the training provider has a departmental contract to provide training for the apprenticeship or traineeship qualification and the following criteria are met:

- the training to be undertaken must be either:
 - in an apprenticeship calling; or
 - if in a traineeship occupation, either the occupation is a Queensland skills shortage occupation, or the applicant falls within one of the priority population groups. For information on identified skills shortage occupations and priority population groups, please telephone Apprenticeships Info on 1800 210 210.
- the training contract of the apprentice or trainee must have been cancelled – please note that funding assistance is not available for training contracts that have been cancelled due to failure to progress
- the applicant must be resident in Queensland and their cancelled training contract must have been registered in Queensland
- the applicant must be undertaking training in the same qualification as their cancelled apprenticeship or traineeship
- the applicant must be registered with Centrelink as an active job seeker and have their training program endorsed by Centrelink as an approved activity
- the training for which funding is sought must be completed within 12 months of the date the apprenticeship or traineeship was cancelled
- the application form must be lodged with the Department of Education, Training and the Arts.

This funding is NOT available for school-based apprenticeships or traineeships.

Unemployed apprentices and trainees may be responsible for the payment of student services fees and/or tuition fees.

Registered training organisations that have queries about payments should contact their User Choice Contract Manager.

How to apply for funded college training

Apprenticeships Info

it's your call

1800 210 210

email apprenticeshipsinfo@qld.gov.au

or visit www.apprenticeshipsinfo.qld.gov.au

1. Obtain a 'Training assistance for apprentices and trainees application form' from the internet at www.trainandemploy.qld.gov.au/resources/appships_tships/pdf/fundassist.pdf or by contacting Apprenticeships Info on 1800 210 210.
2. Complete Section A of the application form and sign the declaration.
3. Register with Centrelink as an active job seeker. You will need to have Section B completed by Centrelink showing your registration, registration number and the Centrelink office stamp.
4. Have your registered training organisation complete Section C of the application form and sign the declaration.
5. When the above details are completed, lodge the application form with your local departmental office.
6. Section D will be completed by the local departmental office only when eligibility for funding assistance has been verified, and a copy of the fully completed form will be provided to the applicant and faxed to the registered training organisation as confirmation.

Is income support available?

Income support is administered through Centrelink and may be available to apprentices and trainees who are registered as active job seekers. For information regarding income support please contact Centrelink, telephone 13 28 50.

Is travel and accommodation assistance available?

Yes, provided eligibility guidelines for the subsidies are met and the unemployed apprentices or trainees reside in Queensland and their cancelled training contracts were registered in Queensland. Information on travel and accommodation subsidies is available on the department's [website](http://trainandemploy.qld.gov.au/client/apprenticeships_and_traineeships/tools_resources/factsheets/fs173.html) at http://trainandemploy.qld.gov.au/client/apprenticeships_and_traineeships/tools_resources/factsheets/fs173.html or by phoning Apprenticeships Info on 1800 210 210. School-based apprentices or trainees whose contracts are cancelled must contact their school about travel and accommodation subsidy.

Am I entitled to a completion certificate if I complete my qualification from the training provider?

No, you are not entitled to receive a completion certificate. These certificates are issued only to registered apprentices and trainees. To receive a completion certificate, you need to be registered as an apprentice or trainee with an employer and complete your apprenticeship or traineeship.