



Australian School-based Apprenticeships

Start your career while you're still at school

Why wait until you've left school to get a head start on your future? With an Australian School-based Apprenticeship (AS-bA) you can combine paid part-time work with formal industry-based training while you complete secondary school.

What's in it for you?

As an Australian School-based Apprentice you will gain your Senior Secondary Certificate as well as valuable workplace experience and a nationally recognised qualification at Certificate I, II, III or IV, Diploma or Advanced Diploma level.

How does it work?

1

Discover your career path

Have a think about what you are good at or what interests you – even ask family and friends to tell you what they think would suit you. Sometimes other people know us better than we know ourselves!

2

Try before you decide

Talk to your VET Coordinator or Careers Advisor about work experience. You'll not only get an idea of what it's like to work in the industry you've chosen, but your employer may later take you on as a trainee or apprentice.

3

Find a job to suit your goals

Look at job ads to see what skills are needed for the role you want and use this to get your resumé up to date. Approach employers you would like to work for, ask family or friends if they know anyone who could employ you, and chat to your Careers Advisor, VET Coordinator or local MEGT Consultant.

4

Get started!

Once you've found a job, your employer can contact your local MEGT Consultant. We'll be able to answer any questions you, your employer, or your parent/guardian have about your training or Government incentives. We'll sign you up as an apprentice or trainee, register your Training Contract with the relevant State Training Authority and get your future underway!

Life after school

If you complete your qualification while you're still at school and decide you want to go to uni, you may be able to gain recognition for your prior study and cut down the time it takes you to get your degree.

If you haven't completed your AS-bA before you finish school, you can continue with your employer or a new employer until you're qualified.

What's in it for your employer?

Your employer may be eligible for Government incentives when they take you on as an Australian School-based Apprentice. All the info they need is on the back of this flyer or they can contact us directly if they have any other questions.

Entry requirements

To be considered 'school-based', traineeships or apprenticeships must have some impact on the school timetable with regular time taken for the apprenticeship or traineeship, either for work or 'off-the-job' training. The student must also be:

- 15 years of age or over at commencement of their apprenticeship or traineeship; **and**
- undertaking a Certificate I, II, III or IV, Diploma or Advanced Diploma level Australian Apprenticeship which has been endorsed by the School Principal, or equivalent for non-secondary school education providers, as an integral part of the school programme; **and**
- an Australian citizen, foreign national with permanent residency status or a New Zealand passport holder resident in Australia for at least six months; **and**
- attending on-the-job training as per state-specific requirements (see below).

ACT	Minimum 11 hours per week, maximum 20 hours per week.
NEW SOUTH WALES	While at school, the school-based apprentice must complete a specified number of days of paid employment. For many trades the minimum requirement is 100 days for the duration of the school-based apprenticeship, but for some trades (e.g. electrical and electronics trades) it may be as high as 180 days.
QUEENSLAND	At least 50 days per year (80 days for electrotechnology).
SOUTH AUSTRALIA	Minimum 7.5 hours per week. Hours of employment and training may be averaged over three months.
TASMANIA	Minimum 7.5 hours per week, maximum 15 hours per week. At least 390 hours per year up to a maximum of 900 hours for qualifications with a nominal duration up to and including 24 months. At least 600 hours per year up to a maximum of 900 hours for qualifications with a nominal duration greater than 24 months.
VICTORIA	Minimum 13 hours per week, averaged over three periods of four months in each year of the programme and undertaking at least seven hours of employment (including a minimum of one hour per week release for structured training) and six hours training per week via the training provider.
WESTERN AUSTRALIA	A minimum of one equivalent full-time working day per week, where employment is integrated with their school program during the term of the Training Contract; with averaging of this time over three month periods to accommodate study, leave and holidays in accordance with award requirements. Where the award is silent on the length of a full-time day, 7.5 hours will be applied.

Eligibility for AS-bA Commencement Incentive

An employer who commences an apprentice or trainee in an Australian School-based Apprenticeship (AS-bA) may be eligible for the AS-bA Commencement Incentive of \$750 provided the student meets all primary eligibility criteria **and**:

- is enrolled as a secondary student under the relevant State or Territory Education Act; **and**
- is undertaking an AS-bA at the Certificate II, III, IV, Diploma or Advanced Diploma level that has been endorsed by the School Principal, or equivalent for non-secondary school education providers, as an integral part of the school programme; **and**
- has completed the full first three months of the endorsed AS-bA; **and**
- is employed by the employer as an Australian Apprentice at the incentive effect date; **and**
- the Training Contract signed by the secondary school, employer, Australian Apprentice and parent/guardian is received by the Apprenticeship Network Provider (MEGT) and formally approved by the relevant State Training Authority.

Eligibility for AS-bA Retention Incentive

An employer who retains a young person who had previously commenced an AS-bA may be eligible for the AS-bA Retention Incentive of \$750 provided the Australian Apprentice:

- completed at least three calendar months of the endorsed AS-bA before completing secondary school; **and**
- was eligible to attract the AS-bA Commencement Incentive; **and**
- has not already attracted the AS-bA Retention Incentive for this Australian Apprenticeship; **and**
- finished study at a secondary school, regardless of the level of successful completion; **and**
- has been employed for 12 consecutive weeks and commencement of that employment occurred during the period 1 December to 30 June following the completion of secondary school, in one of the following situations:
 - » the Australian Apprentice has completed or not completed their AS-bA while at school and the same employer who employed them for the AS-bA continues to employ them in the same or different Australian Apprenticeship, **or**
 - » the Australian Apprentice has completed or not completed their AS-bA while at school and a different employer employs them in the same or a different Australian Apprenticeship (the new employer must meet the eligibility criteria, the waiting period and time limit for claiming incentives), **or**
 - » the former AS-bA is employed for a minimum 15 hours per week, in a paid and lawful employment arrangement other than an Australian Apprenticeship, by the same employer with whom they undertook their AS-bA.

In these circumstances 'same employer' includes subsequent employment with a host employer where employment from the AS-bA was through a Group Training Organisation and the Australian Apprentice undertook placement with the host employer.