

## Pre-vocational credits

Often graduates of a pre-vocational course go on to complete an apprenticeship. These graduates may be entitled to receive certain credits on commencement of their apprenticeship, which affect both the entitlements and the content of training plans.

### Information to get you started

#### What is it?

Pre-vocational courses provide credit for graduates who commence in an apprenticeship that is aligned with the pre-vocational course. The general credit arrangements for a pre-vocational course allow 'time-credit' against the nominal term of the apprenticeship.

Pre-vocational credits do **not** apply to traineeships.

#### Why is it important?

'Time-credit' can vary between the individual approved pre-vocational courses.

Details of credits that apply to specific apprenticeships can be found on the [Queensland Training Information Service \(QTIS\)](#) database. Where QTIS does not identify direct credits against the nominal term of the apprenticeship, the training contract will be registered for the full nominal term of the specific apprenticeship.

It is the responsibility of the **training organisation** when developing a training plan to determine if credit is applicable.

It is the responsibility of the **employer** to ensure the apprentice is paid at the correct wage level and that wage progression is in accordance with the appropriate industrial agreement.

It is the responsibility of the **apprentice** to provide the relevant documentation when signing the training contract, in order to have credit from the pre-vocational course recognised by the Department of Education and Training (DET). Credit should be applied at the beginning of the apprenticeship. If documentation is not supplied DET will not register the training contract. To apply for credit during the apprenticeship a [major amendment form](#) should be used.

#### Timeframe

If the pre-vocational course was completed more than **14 months** before the commencement date of the training contract, credits against the nominal term of the apprenticeship do **not** apply. Credit transfer and/or recognition of prior learning processes may apply for the competencies achieved by the apprentice – see [credit and recognition of prior learning information sheet](#) for further information.

#### Who to contact?

For more information on how the pre-vocational course will affect the training plan contact your training organisation.

For further information, contact Apprenticeships Info on 1800 210 210.