

## Assistance for cancelled apprentices and trainees

The Department of Education and Training (DET) offers assistance to apprentices and trainees who have had their training contracts cancelled or have been placed on approved stand down.

**For the purposes of this information sheet, 'apprentice' or 'apprenticeship' also refers to trainees and traineeships.**

### Funding assistance for apprentices and trainees whose training contracts are cancelled

Apprentices whose training contracts are cancelled may be able to attend a training organisation to continue studies to assist them to re-enter a training contract. The apprentice must attend their current training organisation if there is training available or they may elect to attend another training organisation if approved by the local DET Training Queensland district office.

Further details can be found on the [funding assistance form](#). It is important to note that the apprentice may be eligible for further funding from the Commonwealth Government. For further information contact an Australian Apprenticeships Centre (AAC) on 13 38 73.

*This funding is **not** available for school-based apprenticeships and traineeships.*

### Re-commence apprenticeship or traineeship with a new employer

All apprentices who have had their training contract cancelled are eligible to enter into another apprenticeship with a new employer. If the apprenticeship that is re-commenced is in the same trade as the previously cancelled contract, the apprentice will be granted time credit equal to the time completed in the cancelled training contract. This is an automatic process when the new contract is registered.

There may be additional incentives available to employers employing an apprentice who is re-commencing their apprenticeship. Contact an AAC on 13 38 73 to identify what incentives an employer may be eligible for. This additional amount of money may be a good selling point to an employer looking at employing an apprentice.

### Commence a new apprenticeship or traineeship with a new employer

Cancelled apprentices also have the opportunity to enter into a new apprenticeship in a different trade area of interest. If the new apprenticeship is in a similar occupation to the previously cancelled training contract, the apprentice would not be granted time credit but some of the competencies completed in the previous apprenticeship may transfer into the new apprenticeship.

It is also possible to participate in two apprenticeships and/or traineeships on a part-time basis, if approval is granted by the original employer. This means if the new apprenticeship or traineeship is only offered on a part-time basis and in the future the apprentice or trainee finds an apprenticeship or traineeship in the previous trade, the apprentice or trainee could sign up into a second training contract on a part-time basis and complete both apprenticeships and/or traineeships.

To find out what incentives are available and if there are any funding implications when participating in a new apprenticeship, check with an AAC on 13 38 73.

### Further assistance

Further assistance may be available from the following providers:

- Centrelink - contact 13 28 50 or visit [www.centrelink.gov.au](http://www.centrelink.gov.au)
- Training organisations (TAFEs and other private colleges) - visit [www.training.qld.gov.au](http://www.training.qld.gov.au)
- [Queensland Training Information Service \(QTIS\)](#) – lists apprenticeships and traineeships available in QLD
- Job Network - contact 13 62 68 or visit [www.jobnetwork.gov.au](http://www.jobnetwork.gov.au)



# Apprenticeships Info

1800 210 210

email [apprenticeshipsinfo@qld.gov.au](mailto:apprenticeshipsinfo@qld.gov.au) • or visit [www.apprenticeshipsinfo.qld.gov.au](http://www.apprenticeshipsinfo.qld.gov.au)

- Industry bodies (i.e. Construction Skills Queensland) - contact 1800 798 488 or visit [www.csq.org.au](http://www.csq.org.au)
- Employment agencies in your local area - check your local phone directory
- Group Training Organisations - visit [www.gtaqnt.net.au](http://www.gtaqnt.net.au)
- Workers Assistance Line - contact 1800 035 749
- Australian Defence Force - contact 13 19 01 or [www.defencejobs.gov.au](http://www.defencejobs.gov.au)

## Tradeapprentices.com.au service

Tradeapprentices.com.au is a free service funded by the Department of Education and Training and delivered by the Group Training Association of Queensland and Northern Territory. This service aims to connect out-of-trade apprentices (and trainees) whose training contracts have been cancelled with employers, in order to complete their training under a training contract.

It is recommended that once registered with Tradeapprentices.com.au, the apprentice should inform them of any changes to their contact details to ensure they are provided with every opportunity to secure employment.

Registering details on the out-of-trade register does not guarantee employment.

## What happens next?

Employers with the capacity to employ an out-of-trade apprentice may:

- Access a list of out-of-trade apprentices and trainees on the Tradeapprentices.com.au website. If they identify any apprentices or trainees that meet their business requirements, they will be able to register their interest to find out more about their requested apprentices or trainees. Tradeapprentices.com.au will arrange any interviews.

It is recommended that apprentices have an up-to-date resume ready as employers will request to have the resume and a copy of any Statements of Attainment (results from college) forwarded to them for a possible interview.

## For further information

Visit [www.apprenticeshipsinfo.qld.gov.au](http://www.apprenticeshipsinfo.qld.gov.au) or contact Apprenticeships Info on 1800 210 210.