

AAC ALERT

Date: 8 June 2007

Matter: **EXISTING WORKERS – NOT COUNTING TIME EMPLOYED WHILE AT SCHOOL**

To: Australian Apprenticeships Centres operating in ACT

From: Beth Brunskill, Apprenticeships Section, TaTE

Please ensure this information is forwarded to all appropriate staff within your organisation

EXISTING WORKERS – NOT COUNTING TIME EMPLOYED WHILE A SCHOOL STUDENT

For commencements from 1 July 2007, the time that an Australian Apprentice spends at school will **not** be counted in the calculation and assessment for access to User Choice funding. This is in line with DEST Incentives Policy that young people who have completed school are generally not disadvantaged if they wish to participate in an Australian Apprenticeship once they have completed school.

Therefore the time in an employment relationship with the employer named in a Training Contract will only start to be counted by TATE when the Australian Apprentice has left school. For TATE's assessment for User Choice funding, the "date left school" will be the first day of the month following the month named in Question 20 "when did you complete that school level, month/year?".

Example:

If an Australian Apprentice put "November/2006" in the box at Question 20 on the Training Contract, the time "in the employment relationship" would start to be counted by TATE from 1st December 2006 and the normal 3/12 months eligibility criteria applied to assess access to User Choice funding from that date. In this example, if:

- Employed by this employer for **more than 3 months** full-time or 12 months part-time/casual **from 1 December 2006** at the future commencement date, would **not be eligible** for User Choice funding;
- Employed by this employer for **less than 3 months** full-time or 12 months part-time/casual **from 1 December** at the future commencement date, **would be** eligible for User Choice funding.

The response to Question 7 "is the apprentice/trainee an existing worker", as well as the dates in question 40, must still be an accurate reflection of the reality of the employment relationship, regardless of the above. If employed more than 3 months full time or more than 12 months part-time at the commencement date, the response would be "yes" to Question 7. The difference is that in assessing the Training Contract for User Choice funding, the assessment period will not commence until the Australian Apprentice has left school. Please contact me if you have any queries.

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