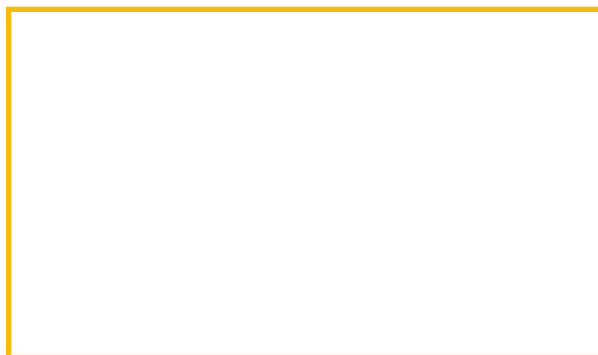


For further information and assistance please contact one of the following:

ACT Australian Apprenticeships Centres (AAC)

The AAC can help you select a Registered Training Organisation (RTO) to provide the training. The AAC will also assess your eligibility for Australian Government incentives.

- **Caloola**
38 Colbee Court PHILLIP ACT 2606
Ph 1300 366 997 Fax 6232 5972
www.caloola.com
- **RGT**
23 Garratt St
WANNIASSA ACT 2903
PO Box 3007
WANNIASSA ACT 2903
Ph 02 6241 2969 Fax 02 6262 8533
www.rgt.asn.au
- **Mission Australia**
Level 3, Swanson Plaza 11-17 Swanson Circuit
BELCONNEN ACT 2616
Ph 1300 626 227 Fax 1300 855 564
www.maapprenticeships.com.au



An Australian Government Initiative

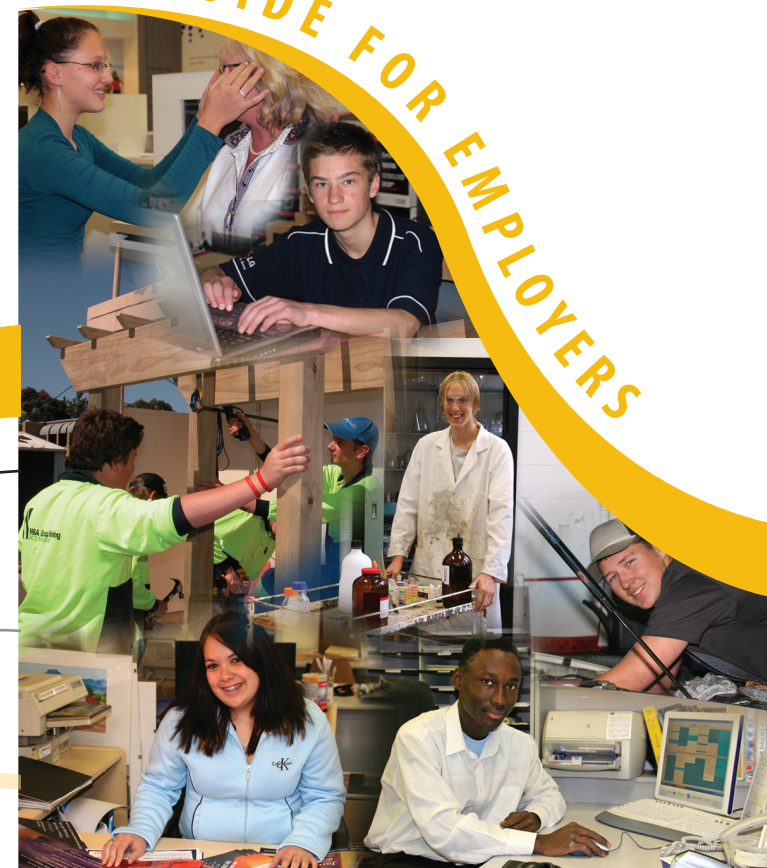
A U S T R A L I A N A P P R E N T I C E S H I P S

Your Life. Your Career. Your Future.

ASBA

AUSTRALIAN SCHOOL-BASED APPRENTICESHIPS

A GUIDE FOR EMPLOYERS



ACT Department of Education and Training

Australian School-based Apprenticeships

Phone 6205 8555 Fax 6205 8448

ASBAs@act.gov.au

www.det.act.gov.au/school_education/vocational_ learning_in_schools/asba

Australian School-based Apprenticeship Opportunities for Employers

Australian School-based Apprenticeship (**ASBA**) offer students the opportunity to achieve a nationally recognised vocational qualification by combining paid work and training as part of their education program.

What is an ASBA?

- **ASBA** stands for Australian School-based Apprenticeship.
- An **ASBA** is an Australian Apprenticeship, that is part-time and flexible.
- An **ASBA** fits within a student's study program whilst at school and can count toward their ACT Year 12 Certificate.
- High school and college students combine part-time work at your business with structured industry-approved training.
- Training is provided by a Registered Training Organisation (RTO). Depending on your business the RTO may be the school, CIT or a private provider.

Employer Benefits

As an employer, large and small, there are many benefits in employing an **ASBA**, these include:

- the opportunity to train students in skills relevant for your workplace
- employing young, enthusiastic motivated part-time staff
- you may be eligible to receive financial incentives from the Government
- flexible training arrangements
- savings on future recruitment costs
- existing staff benefit with the chance to upgrade and develop new skills as they supervise and mentor the **ASBA**
- improves your business profile
- builds your industry workforce for the long-term
- receive on-going support and assistance from your chosen ACT Australian Apprenticeships Centre
- participating in this program makes a valuable contribution to the community by developing a young person and improving their self-esteem.

Employer Obligations

As well as the benefits there are some requirements that will ensure that both you and your **ASBA** gain the most from the opportunity.

You will need to:

- provide a safe on-the job training environment for the **ASBA**
- provide supervision and support
- support structured training through a Registered Training Provider
- meet the normal legislative requirements of an employer, ie OH&S, workers compensation
- ensure that an **ASBA** is treated like any other employee with regard to conditions and entitlements
- pay the **ASBA** at current industry training rates and provide accurate pay slips.

School based apprenticeships provide our business with a great opportunity to recruit quality young people into our industry. John McGrath Ford