



Education and Training

Training and Tertiary Education
GPO Box 158
Canberra City ACT 2601
Fax: 6205 8448 Phone: 6205 7031

AUSTRALIAN APPRENTICESHIPS INTERSTATE BLOCK RELEASE INFORMATION SHEET

TRAVEL SUPPORT

A small number of Australian Apprenticeships qualifications are not delivered by any ACT Registered Training Organisations (RTO) and Australian Apprentices must travel interstate to undertake their off-job training. This is usually delivered in blocks of time rather than the usual one day per week and is called Interstate Block Release.

Eligible Australian Apprentices are entitled to a contribution towards the cost of travel and accommodation to assist them to attend off-job training interstate. The funds are credited directly by electronic funds transfer to their bank account.

Eligible Australian Apprentices are paid **\$70.00** towards travel costs to Sydney. If travel is by air (to Newcastle, Brisbane or Melbourne only) a payment of **\$444.30** is made to assist with airfare. A daily allowance of **\$30.00** is made to assist with living expenses. Students travelling to Sydney receive the daily allowance for the day prior to commencement of training. **Airfares will be paid in advance on receipt of a written request.** All other support funds are paid after attendance at training and on submission of a completed 'Application for Block Release Travel Support' form.

BUS/AIR TRAVEL

Australian Apprentices will need to book their own travel.

ACCOMMODATION

When attending off-job training interstate Australian Apprentices are required to make their own accommodation arrangements and bookings. Useful websites for budget prices are:

www.wotif.com

www.hostelbookers.com

NON-ATTENDANCE AT OFF-JOB TRAINING

Attendance at off-job training is an essential part of apprenticeship training. If an Australian Apprentice is in receipt of travel support and does not attend he/she is required to refund the full amount of any money paid in advance.

If you believe you are eligible for Interstate Block Release support please contact the User Choice team on 6205 7031 for further information.

FORMS

'Authorisation for Electric Funds Transfer' – complete and return before your first travel and if you need to change details.

'Application for Block Release Travel Support' – complete (make sure the teacher at the Registered Training Organisation signs and stamps it) and return after each attendance at block training. Payments will only be made for claims received within 12 weeks of the block.

Return all forms to User Choice Team

By mail: Training and Tertiary Education
PO Box 158
CANBERRA CITY ACT 2601

By facsimile: 02 6205 8448