

Evidence of Endorsement For a School Based Apprenticeships / Traineeships (SBAT)

This form is dual purpose and replaces the Australian Government Department of Industry Evidence of Endorsement of an Australian School-based Apprenticeship (1285) form.

1. In order to be eligible for the Australian School-based Apprenticeship Commencement or Retention Incentive, the Australian Apprentice / employee must have commenced an Australian School-based Apprenticeship endorsed by the school as an integral part of the school programme.
2. As identified in the *School Based Apprentices and Trainees Policy, Section 3.5 Roles and Responsibilities of SBAT Parties* the purpose of this form is to ensure that the school of enrolment, for the proposed SBAT, is aware of the Contract of Training prior to being registered. The Contract of Training will **not** be registered until the Principal (or authorised school representative) has signed this endorsement form and it is submitted by the ASBAT or employer to GTNT Group - Australian Apprenticeships Support Network.

School Based Apprentice / Trainee Details

Student name				Employer Name			
Date of Birth		Sex	☐ M ☐ F	Expected days at work			
SBAT qualification / title						Year level of SBAT	
Commencement date of SBAT				Completion or expected completion date of the SBAT			
Registered Training Organisation (if known)							

School Based Apprentice / Trainee Declaration

I certify to the best of my knowledge the details entered by me and in relation to me are true and correct.

I understand that the information in the form:

- is collected for the purposes of registration, preparing statistics, reporting, programme administration, monitoring and evaluation, calculating incentives and allowances paid to employers and apprentices/trainee and preventing dual payments.
- may be disclosed to an used for these purposes by the Australian Government, Department of Employment and Workplace Relations and the Northern Territory Government, Department of Industry, Tourism and Trade, including, but not limited to, employers, nominated Australian Apprenticeships Support Networks, Registered Training Organisations and the Contractors or Agents of these organisations, departments and agencies, and
- may otherwise be disclosed without consent where authorised by law.

I understand that by giving false or misleading information is a serious offence.

Signed		Date	
--------	--	------	--

Signature of Parent / Guardian

Signed		Date	
--------	--	------	--

Principal or Authorised School Representative Declaration

Endorsed: ☐

I certify that the School-based Apprenticeship / Traineeship commenced by the above named student is / was endorsed by the school as an integral part of the school programme.

I understand that:

- a register of SBATs will be maintained at the school of enrolment
- a copy of the signed form will be kept at the school
- it is my responsibility to distribute this information to relevant staff within the school the giving of false or misleading information is a serious offence
- in instances where the SBAT will be required to travel intrastate to attend off-the-job training,
- these arrangements have been discussed with the SBAT's parent / guardian. Parents / guardians and schools are responsible for ensuring appropriate accommodation and supervision arrangements are in place for SBATs required to travel to attend training.

Not endorsed: ☐

- This School-based Apprenticeship / Traineeship is not endorsed by the school for the following reason:

Date

Signed		Date	
--------	--	------	--

When this form is completed by all parties, return it and the Training Contract to GTNT Group - Australian Apprenticeships Support Network. For GTNT Group - Australian Apprenticeships Support Network office contact details call 08 8935 8200 , email aasnservices@gtntgroup.com.au
A copy of this form is to be retained by each party for their records