

## FAQs

### Will I have to pay for my training?

No. The training is funded through Training and Tertiary Education (TaTE).

### What will my training involve?

Full training will be provided by a qualified Trainer and Assessor in your chosen field. Training arrangements are specific to each qualification.

### How long will my School-based Apprenticeship go for?

Business, Automotive and Hospitality Apprenticeships are for the nominal duration of 18 months in the workplace.

### How much will I be paid?

You will be paid according to the National Training Wage Award. For more information visit [www.workplaceauthority.gov.au](http://www.workplaceauthority.gov.au)

### How often will I be paid?

Weekly into a bank account as nominated by you, on receipt of a signed timesheet.

*If you would like more information on Australian School-based Apprenticeships with RGT please contact:*

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## Contact Details

### Regional Group Training

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### Australian Apprenticeships Centre

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Fax: 02 6241 2631

### Registered Training Organisation

Frencham Street Downer, ACT 2602  
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Ph: 02 6241 2969

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### Group Training Company

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PO Box 580 Dickson, ACT 2602

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# Australian School-based Apprenticeships



[www.rgt.asn.au](http://www.rgt.asn.au)

## What is an ASbA?

Australian School-based Apprenticeships (ASbAs) are for students currently enrolled in an ACT school or college, who are 15 years or over. Students are released from school for one day a week to participate in a nationally recognised training program in order to gain practical experience in the workplace.

### Why should I become an ASbA?

- Valuable workplace experience
- Training is credited towards your Year 12 Certificate
- Achievement of a nationally recognised qualification
- You will be paid while you learn!
- Opportunity to progress to a Certificate III qualification.

## Getting Started

### Step One: Applications

Register your interest ASAP. ASbA application forms have been supplied to your school's ASbA Coordinator.

A resume must also be supplied for presentation to prospective Host Employers.

### Step Two: Finding a Workplace

Once the applications and resumes have been processed, RGT will organise interviews and determine your ideal workplace.

If successful you will receive a letter of confirmation to enter the program.

### Step Three: Starting the Apprenticeship

You will participate in an induction session with RGT prior to commencement with your Host Employer.

Information will be given to you regarding your Training Contract, employment with RGT and your training provider.

## Qualifications Available



### Certificate II Business

OH&S, basic office skills – telephone, handle mail, organise and complete daily work activities, process and maintain workplace information.

### Certificate II & III Automotive (Servicing)

OH&S, tools and equipment use and maintenance, welding, engine operation, maintenance of engines, electric systems, brakes.

### Certificate II & III Hospitality (Operations)

Follow workplace hygiene procedures, provide food and beverage service, provide responsible service of alcohol, operate a bar, coffee making skills, provide a link between kitchen and service areas.

