

Apprenticeships in 2011: Competency Based Completion Arrangements

What are competency based completion arrangements?

Changes to the apprenticeship system mean that anyone commencing an apprenticeship from 2011 will now be able to complete their training at their own rate, without being locked into a fixed time period.

Under the new system, the apprenticeship will be completed when the training provider gets confirmation from an employer that their apprentice has demonstrated the competencies necessary to complete their qualification, and by doing so complete their training contract.

Why are these changes being implemented?

The removal of the time served approach allows apprentices who are fully competent to work as tradespeople increasing the supply of skilled workers, and ensuring industry needs in Victoria are met now and into the future.

What will these changes mean for me?

For Registered Training Organisations

You will need to conduct a pre-training review with the apprentice and develop and implement a training plan with the employer and the apprentice. As part of this you will agree on methods for contacting the employer to discuss the progress of their apprentice, and have agreed timeframes for their confirmation of the apprentice's workplace performance. You will then need to implement these agreed actions.

Employers

You will need to ensure that your apprentice is enrolled in their training with a Registered Training Organisation, and work with the Registered Training Organisation to develop and implement a Training Plan to meet the needs of your apprentice and your business. You will need to agree with the Registered Training Organisation on the method that they will use to contact you to discuss or confirm your apprentice's progress and workplace performance. You should also agree on how long it will take you to provide that feedback to your Registered Training Organisation.

For Apprentices

You will need to participate in a pre-training review and assist in the development of a Training Plan that your employer, Registered Training Organisation and you will sign. You will then need to participate in training as agreed.



Are wages affected by competency based completion?

In certain industries the achievement of certain competencies will result in wage increases.

For information on these industries, or any other terms and conditions, contact the Fair Work Ombudsman, on the Fair Work infoline **13 13 94**. Additional information is available at www.fairwork.gov.au

How does competency based completion differ from the previous system of completion?

Previously, apprentices completed the required training and proved their competency but were unable to complete their apprenticeship until they had finished the contracted period of time specified in their Training Contract or sought approval from their employer to complete at a different point in time.

For all Victorian apprentices commencing training from 1 January 2011, the apprenticeship will be completed when the training provider assesses the apprentice as competent and has gained confirmation from the apprentice's employer that they have demonstrated the competencies necessary to complete their qualification, and by doing so complete their training contract.

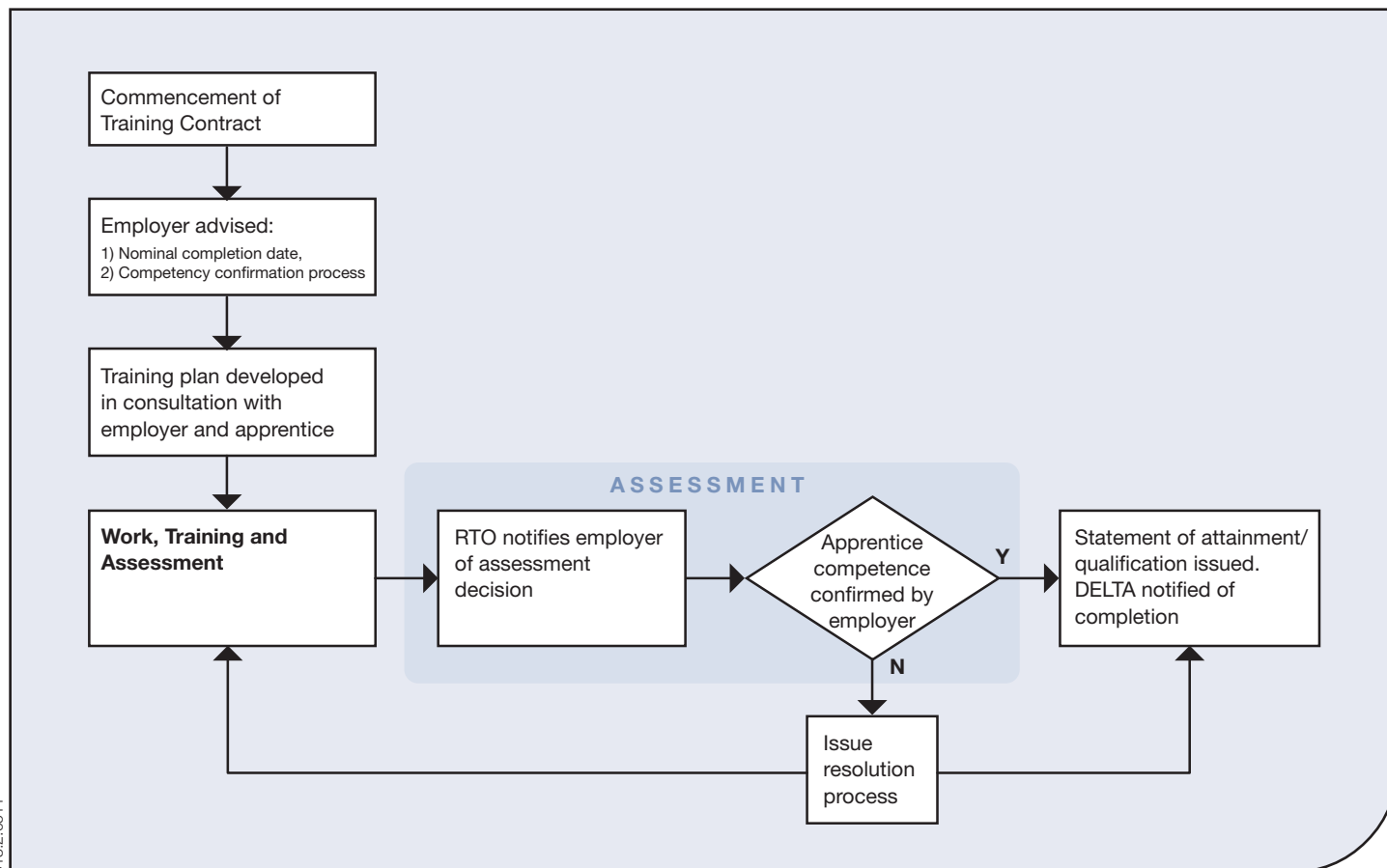
This means the apprentice's training can be more individualised to meet the specific needs of the apprentice and their employer, and the apprentice will be able to complete at their own rate based on their demonstrated abilities.

Where can I get more information?

Further information about competency based completion arrangements, including frequently asked questions, and resources is available on the Skills Victoria website at www.skills.vic.gov.au/apprentices/competency-based-training-and-completion

Employers and Apprentices can call the Skills Victoria Apprenticeship Information line on **1300 722603**

For information on wage or award conditions for your apprenticeship contact Fair Work Australia on the Fair Work Infoline on **13 13 94**. Further information is available at www.fairwork.gov.au



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