

ATIS-017

Version 7, April 2021

Funded training assistance available for apprentices and trainees

Travel and accommodation subsidy

*This information is **not** applicable to school-based apprentices and trainees who should contact their school to discuss travel and accommodation subsidies.*

The Department of Employment, Small Business and Training provides assistance to apprentices and trainees who are required to travel (via land, ferry or air) to and from their usual place of residence to attend training with the **nearest** training organisation able to deliver the training program.

All eligibility criteria must be met to qualify for these subsidies. Eligible apprentices and trainees may receive a subsidy for their travel to and from required training and, where training is undertaken on a block release basis, a daily accommodation subsidy during that training.

Apprentices and trainees may apply for this subsidy via [Travel and Accommodation Online](#). Further information on the [subsidy, eligibility requirements and how to apply](#) can be found on the department's website.

Please note apprentices and trainees who are experiencing financial difficulties when attending off-the-job training with their training organisation and would like to claim the travel and/or accommodation subsidy, may do so in advance. All eligibility criteria **must** be met and applications must be made via Travel and Accommodation Online.

Training assistance for cancelled apprentices and trainees

Please note this training assistance is not ordinarily available for school-based apprentices/trainees currently enrolled in a school or alternative schooling arrangements, however an exemption has been provided to allow these students to apply for training assistance if their training contract has been cancelled as a direct result of the effects of the coronavirus (COVID-19) pandemic.

Apprentices and trainees whose training contracts are cancelled, and were receiving funded training (under the department's User Choice program) in

their apprenticeship or traineeship, **may** be eligible to continue to receive this funded training. This would allow the apprentice or trainee the opportunity to attend training while looking for a new employer.

Training assistance **must** be approved by the department **before** training commences. Further details can be found on the [ATF-015 Training assistance for cancelled apprentices and trainees form](#).

It is important to note that this is **not** a subsidy paid directly to the applicant – it provides funded training for the approved applicant only. Also, the applicant must be aware they may be required to pay a student contribution fee to the training organisation.

For further information

Phone Apprenticeships Info on 1800 210 210.

It is important to note that apprentices and trainees may be eligible for further funding from the Australian Government. For further information contact your Australian Apprenticeship Support Network provider.

