# Application for approval of a nationally recognised qualification as a Tasmanian apprenticeship/ traineeship

This application is to be used to request the approval of a nationally recognised qualification to be made available as an apprenticeship or traineeship.

Qualifications already available as apprenticeships and traineeships can be found at <http://laureldw.stategrowth.tas.gov.au/default.aspx>.

**Please include as much information relevant to the nature of the request**, including any details regarding urgency.

The application must be completed and emailed to [appr.trn.apprv@skills.tas.gov.au](mailto:appr.trn.apprv@skills.tas.gov.au).

**Section 1 – APPLICANT DETAILS**

|  |  |
| --- | --- |
| **Organisation name:** |  |
| **Contact name & position:** |  |
| **Contact e-mail:** |  |
| **Contact phone number:** |  |
| **Is the application being submitted in response to a request from a specific business/es? If so, who are these businesses?** |  |

**What is this application requesting (please select one or more)?**

**Approval of a qualification as an apprenticeship/traineeship**

**Approval of a qualification for school-based delivery**

#### Approval of a qualification for funding through the *Apprentice and Trainee Training Fund (ATTF)* Program

**Approval of a qualification for part-time delivery**

**Section 2 – QUALIFICATION AND RTO DETAILS**

|  |  |
| --- | --- |
| **Qualification code & title:** |  |
| **Name and code of the Registered Training Organisation (RTO) intending to deliver this training:** |  |
| **Has the RTO been approached and are they available to deliver this training?**  **If so, please provide this background including the RTO contact details of the person/people you have been speaking with.** |  |
| **Thoroughly outline the reason for this request, including any details surrounding urgency:** |  |

**PLEASE NOTE:**Approval of this request may not be granted if sufficient information is not provided.

Skills Tasmania will endeavour to provide the applicant a response within 7 business days.