**Apprentice and Trainee Training Fund – grant agreement/grant deed variation application**

This application is to be used by registered training organisations who have a Skills Tasmania Grant Agreement or Grant Deed (Training Services) for the Apprentice and Trainee Training Fund with qualification/s that have been superseded and wish to apply for a variation to include the relevant replacement qualification/s.

**SECTION 1 – Registered Training Organisation Details**

|  |  |
| --- | --- |
| Code: |  |
| Legal name: |  |
| Email address: |  |
| Phone number: |  |

**SECTION 2 – Superseded qualification**

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| --- | --- | --- | --- |
| Purchasing Contract ID (PCID) | Superseded qualification code and title | Current subsidy rate per place  ($) | Number of active training contracts |
|  |  |  |  |
|  |  |  |  |

**SECTION 3 – Replacement (new) qualification**

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| --- | --- | --- | --- |
| Replacement (new) qualification code and title | Replacement subsidy rate per place ($) | Number of places requested for the new qualification  (initial allocation if no active training contracts)\*2 | Total cost of replacement qualification ($) \*3 |
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|  |  |  |  |

\*2 This is the number of places that will be considered for approval.

\*3 This is the total cost of the number of places requested multiplied by the new subsidy rate per place.

**SECTION 4 – RTO Declaration**

I hereby submit a request for a variation to our Apprentice and Trainee Training Fund grant agreement/grant deed as outlined in Section 3.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Authorised RTO person signature: | < SIGN HERE > | Name and Position: |  | Date: |  |

**SECTION 5 – Skills Tasmania approval**

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| I support the approval of this application.  Signed: Date:  *Director, Policy and Programs, Skills Tasmania*  I authorise this variation for a replacement qualification/s to the Registered Training Organisation as outlined in Section 3. \*4  Signed: Date:  *General Manager, Skills and Workforce, Department of State Growth*  \*4 In approving this variation the *Director, Policy and Programs* / *General Manager, Skills and Workforce* approves funding for replacement qualification/s as described in the variation application from the Registered Training Organisation. The offer is made in accordance with the express terms of the Skills Tasmania grant agreement or Grant Deed (Training Services). |