



# Evidence of Endorsement For a School Based Apprenticeships / Traineeships (SBAT)

<p><b>This form is dual purpose and replaces the Australian Government Department of Industry Evidence of Endorsement of an Australian School-based Apprenticeship (1285) form.</b></p> <p>1. In order to be eligible for the Australian School-based Apprenticeship Commencement or Retention Incentive, the Australian Apprentice / employee must have commenced an Australian School-based Apprenticeship endorsed by the school as an integral part of the school programme.</p> <p>2. As identified in the <i>School Based Apprentices and Trainees Policy, Section 3.5 Roles and Responsibilities of SBAT Parties</i> the purpose of this form is to ensure that the school of enrolment, for the proposed SBAT, is aware of the Contract of Training prior to being registered. The Contract of Training will <b>not</b> be registered until the Principal (or authorised school representative) has signed this endorsement form and it is submitted by the ASBAT or employer to Australian Apprenticeships NT.</p>						
<b>School Based Apprentice / Trainee Details</b>						
Student name				Employer Name		
Date of Birth		Sex	<input type="checkbox"/> M <input type="checkbox"/> F	Expected days at work		
SBAT qualification / title					Year level of SBAT	
Commencement date of SBAT				Completion or expected completion date of the SBAT		
Registered Training Organisation (if known)						
<b>School Based Apprentice / Trainee Declaration</b>						
<p><b>I certify</b> that to the best of my knowledge the details entered by me and in relation to me are true and correct.</p> <p><b>I understand</b> that the information in this form:</p> <ul style="list-style-type: none"> <li>• is collected for the purposes of registration, preparing statistics, reporting, programme administration, monitoring and evaluation, calculating incentives and allowances paid to employers and apprentices / trainees and preventing dual payments</li> <li>• may be disclosed to and used for these purposes by the Australian Government Department of Industry and Northern Territory Government, including, but not limited to, employers, nominated Australian Apprenticeships Centres, Registered Training Organisations and the Contractors or Agents of these organisations, departments and agencies, and</li> <li>• may otherwise be disclosed without consent where authorised or required by law.</li> </ul> <p><b>I understand</b> that the giving of false or misleading information is a serious offence.</p>						
Signed				Date		
<b>Signature of Parent / Guardian</b>						
Signed				Date		
<b>Principal or Authorised School Representative Declaration</b>						
<p><b>Endorsed:</b> <input type="checkbox"/></p> <p><b>I certify</b> that the School-based Apprenticeship / Traineeship commenced by the above named student is / was endorsed by the school as an integral part of the school programme.</p> <p><b>I understand</b> that:</p> <ul style="list-style-type: none"> <li>• a register of SBATs will be maintained at the school of enrolment</li> <li>• a copy of the signed form will be kept at the school</li> <li>• it is my responsibility to distribute this information to relevant staff within the school the giving of false or misleading information is a serious offence</li> <li>• in instances where the SBAT will be required to travel intrastate to attend off-the-job training,</li> <li>• these arrangements have been discussed with the SBAT's parent / guardian. Parents / guardians and schools are responsible for ensuring appropriate accommodation and supervision arrangements are in place for SBATs required to travel to attend training.</li> </ul> <p><b>Not endorsed:</b> <input type="checkbox"/></p> <ul style="list-style-type: none"> <li>• This School-based Apprenticeship / Traineeship is not endorsed by the school for the following reason:</li> </ul>				Date		
Signed				Date		
<p>When this form is completed by all parties, return it and the Training Contract to Australian Apprenticeships NT. For Australian Apprenticeships NT office contact details call 1300 137 130. A copy of this form is to be retained by each party for their records</p>						