

## Hints on applying for an Apprenticeship

### What are Australian Apprenticeships?

- Australian Apprenticeships (often referred to as apprenticeships or traineeships) are available to anyone of working age.
- You do not need a secondary school certificate or other qualification to be able to do an Australian Apprenticeship.
- You can do an Australian Apprenticeship if you are a school-leaver, re-entering the workforce or as an adult worker simply wishing to change careers.
- You can even begin your Australian Apprenticeship while you're still at school finishing Years 11 and 12.
- Australian Apprenticeships offer opportunities for you to train, study and earn an income at a variety of qualification levels in most occupations as well as in traditional trades.
- As an Australian Apprentice you can combine time at work with training, and can be either full-time, part-time or school-based.
- When you finish your Australian Apprenticeship, you will have a nationally recognised qualification that can take you anywhere in Australia and one that is held in high regard in many overseas countries as well.
- You will have many options for your future to think about and choose from.

### Searching and applying for an Australian Apprenticeship

Searching and applying for an Australian Apprenticeship is very much like hunting for any job. An employer has to create a vacancy and decide to use Australian Apprenticeships as a way to employ and train their staff. The following steps provided by AA Pathways at: <http://www.aapathways.com.au/Self-Help/Step-by-Step-Guide> explains the process to get an Australian Apprenticeship from the preparation stage, to the time you begin your training.

#### Step 1 - Preparation

Find out which apprenticeship or traineeship qualifications you can do and create a resume.

#### Step 2 - Research

Find out what Government incentives are available, what wages you will be on, and what to expect with off-the-job training.

#### Step 3 - Job Hunting

Get tips on how to find apprenticeship and traineeship vacancies, apply for a position and attend an interview.

#### Step 4 - Sign up

Find out how to get signed up correctly into an Australian Apprenticeship.

The Pathway to an Australian Apprenticeship Flowchart summarises these steps. Download the Flowchart by clicking [here](#)

#### Another useful link:

<https://schoolsindustry.com.au/employment-advice/21-ways-to-get-an-apprenticeship/>