

## APPLICATION FOR ADDITIONAL SUPPORT FUNDING (INDIVIDUAL) AUSTRALIAN APPRENTICESHIPS

Registered Training Organisations (RTOs) can apply to the Directorate for funding to provide additional support to groups of Australian Apprentices who would not otherwise be successful in their studies.

A contribution of a maximum of \$75.00 per hour (GST exclusive) is available for approved Additional Support with the total funding limited to \$1,000 (GST exclusive) for trainees and \$3,000 (GST exclusive) for apprentices, per qualification. Applications will be negotiated and approved on a case-by-case basis and approval advised in writing. Skills Canberra will assess each application within 10 business days.

\*If your application is for more than one Australian Apprentice accessing the same support (e.g. class room based tutoring), please use the [Application for Additional Support Funding \(Group\)](#) form.

All fields on this form MUST be completed and submitted via [skills@act.gov.au](mailto:skills@act.gov.au) for an application to be considered by the Chief Minister, Treasury and Economic Development Directorate.

**RTO Name**

**RTO National Code**

**\*Australian Apprentice Name** (print)

**Phone**

**Home Address**

**Australian Apprentice Number**

**Date of Birth**

**Additional Support Required**

Type of Support: (Please detail the support that will be provided to the Australian Apprentices, e.g. Technical Tutorial classes, mentoring)

Duration/Frequency of Support: (please detail the duration and/or frequency of the support to be provided, e.g. 1 hour per week for 20 weeks)

Estimated claim: (detail the cost of the proposed arrangements)

| Item | Hours | Estimated Cost (Ex. GST) |
|------|-------|--------------------------|
|      |       |                          |
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| Item            | Hours | Estimated Cost (Ex. GST) |
|-----------------|-------|--------------------------|
|                 |       |                          |
| Total (Ex. GST) |       |                          |

**Office use only**

Application approved / declined (circle)

Approved/Declined by (print name): \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

| Application approved                                    | Application declined   |
|---|--|
| <input type="checkbox"/> Payment arrangements confirmed | <input type="checkbox"/> Reason for decline discussed with RTO   |
| <input type="checkbox"/> Approval letter sent to RTO    | <input type="checkbox"/> Application declined letter sent to RTO |