

1800 210 210 I apprenticeshipsinfo@qld.gov.au I desbt.qld.gov.au

Further Education and Training Act 2014 ATF-036

Extension of probationary period of a registered training contract

This form has been specifically developed for use by parties to the training contract to apply to the Department of Trade, Employment and Training (DTET) or Apprentice Connect Australia Provider (Provider) to extend the probationary period of a registered training contract. Applications <u>must</u> be received by DTET or the Provider at least **14 days before the end of the probationary period**. Applications received after this time cannot be approved.

Extension of the probationary period of a registered training contract will not take effect until a decision has been made by DTET or the Provider.

<u>Select</u> your nominated Provider and return the <u>completed</u> and <u>signed</u> form (using a subject heading of 'Extension of probationary period') via email –

Busy At Work			□ MEGT □ MA		MAS National	
amendments@busyatwork.com.au		cpuqueriesqld@megt.com.au qlddelegations@masna		tional.com.au		
	Support Australia (ASA)) 🗆 ITEC				
	hipsupport.com.au	apprenticeshipsinfo@gld.gov.	au			
IMPORTANT: Failure to complete all details on this form may delay processing of this transaction.						
	TRAINING CONTRACT DETAILS					
Training contract r	registration number:			his 9 digit number starting with 20 appears on all umentation from the department or your Provider.)		
Training contract commencement da	ate:	Title of apprenticeship or traineeship:				
Apprentice Connect Australia Provider:						
APPRENTICE OR TRAINEE DETAILS						
Name:						
Postal address:						
Email:				Phone number:		
PARENT OR GUARDIAN DETAILS (if appropriate)						
Name:						
Postal address:						
Email:				Phone number:		
EMPLOYER DETAILS						
Trading name:			A	BN:		
Postal address:						
Email:	Phone number:					
Linan						
AMENDMENT DET						
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AMENDMENT DET We wish to make (Note: the probationar	an application to EXT y period can only be extend	ded to a <u>maximum of six months</u> from the o				
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AMENDMENT DET We wish to make (Note: the probationar AGREED NEW PRO Reason(s) for the requested extension: Apprentice or train Parent or guardian	an application to EXT y period can only be extend OBATIONARY PERIOD Dee's signature:	ed to a maximum of six months from the of EXPIRY DATE:		date). Date:		
AMENDMENT DET We wish to make (Note: the probationar AGREED NEW PRO Reason(s) for the requested extension: Apprentice or train Parent or guardian	an application to EXT y period can only be extend OBATIONARY PERIOD nee's signature: n's signature: d person signing for en	ed to a maximum of six months from the of EXPIRY DATE:		date). Date:		

Version 10 – May 2025

Document uncontrolled when printed

Privacy Notice – The Department of Trade, Employment and Training (DTET) or Apprentice Connect Australia Provider is collecting the information on this form in accordance with Sections 12 and 13 of the *Further Education and Training Act 2014 (Qid)* in order to extend the probationary period of the training contract between the abovementioned parties. Information collected on this form may also be used by DTET for generating statistics. DTET routinely gives some or all of this information to the Australia Government Department of Employment and Workplace Relations, Apprentice Connect Australia Providers, Queensland Curriculum and Assessment Authority and schools (for school-based apprentices and trainees) and registered training organisations for the purpose of updating the status of the training contract and/or verifying subsidy claims. Your information will not be disclosed to any other person or agency unless you have given us permission or it is required or authorised by law.



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