

# APPRENTICESHIPS AND TRAINEESHIPS FOR SCHOOL-AGED LEARNERS (APTSL) – FACT SHEET

DEPARTMENT OF EDUCATION  
*learners first*



## Australian School-based Apprenticeships and Traineeships (ASbAs) and the Tasmanian Certificate of Education (TCE)

### Earning TCE points during an ASbA

Australian School-based Apprenticeships and Traineeships (ASbAs) are another way for a student to earn TCE points.

Once the student has been signed up to the Training Contract, the Training Provider (eg: Registered Training Organisation - RTO) will negotiate a Training Plan. The Training Plan will be developed between the employer and the apprentice/trainee within 12 weeks from the sign-up date.

The Training Plan outlines the units that will make up the chosen qualification.

For each completed unit of their qualification, the student will receive points towards their TCE.

It is important to check the student's Training Plan to see which units they intend to complete as part of their qualification, and the number of associated TCE points.

Cert I, II and III qualifications can vary in the number of core and elective units. Each unit accrues a different amount of points. For instance:

*Work effectively in a service environment (SIRXIND001) = 5 TCE points*

*Work effectively with others (BSBWOR203) = 2 TCE points*

The selection of core and electives will depend on the workplace and the training provider, as well as the needs and goals of the student.

### TASC TCE Course Planner

The TASC TCE course planner is the most accurate way to find out how many points are attached to each unit: [TCE course planner - TASC](#)

The screenshot shows the TASC TCE Course Planner interface. At the top, there is a search bar and a menu icon. Below the search bar, the 'TCE course planner' title is displayed. A navigation bar contains tabs for TASC, RFL, UTAS, VET Quals, and VET Units, with 'VET Units' highlighted. Below the navigation bar, there is a search bar with the text 'Search by course name or code' and a filter button 'Filter by minimum level'. A message states 'Please, search or filter to narrow your results.' Below this, there is a list of units with their credit points and 'Add to plan' buttons:

Credit Points	Unit Code	Unit Name	Action
2	VET U • 023/04	Address customer requirements	Add to plan (+)
2	VET U • 023/03	Address legal and administrative requirements	Add to plan (+)
0	VET U • 20328	Address legal and administrative requirements	Add to plan (+)

Select the 'VET Units' tab before conducting a search, using the units on the student's Training Plan.

## Training Plans and Support

RTOs are required to submit Training Plans to the ApTSL Team within 12 weeks following a sign-up. Once received, Training Plans will be forwarded to schools for their records – at this stage this will be done via email, with the view to utilise a more automated process via our Client Management Platform (in development).

The ApTSL Program Officer for your Region is a valuable support for ensuring the school receives the Training Plan, and negotiating changes to it, if required.

It is important when considering a sign-up for a student, that the student's best interests are forefront. Consider their current progress towards achieving the TCE, and how the intended Training Plan can support this. The ApTSL Program Officer can facilitate a co-ordinated approach for the best outcome for the student.

When a student commences an ASbA they may be working and training during school hours. This means they will need to adjust their school timetable to accommodate this, or adjust the subjects they study at school. This may mean that they have to drop or change a subject(s). This may have implications for their projected TCE points.

Regular Pastoral Care meetings (required once per term) between the student and the School Facilitator (or designated staff member) offer the opportunity to check the student's progress towards achieving TCE points, and to address any concerns.

## More information

See **Requirements and Guidelines** and **Resources** on the Years 11 and 12 website - [Apprenticeships and Traineeships for school-aged learners - Years 11 & 12 \(education.tas.gov.au\)](https://www.education.tas.gov.au/Apprenticeships-and-Traineeships-for-school-aged-learners-Years-11-&12)

### For further guidance:

Contact the Apprenticeships and Traineeships for School-aged Learners (ApTSL) Team

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