



# Transfer Apprenticeship

## Transfer to a New Employer

### Can a Training Contract be transferred to another employer?

A Training Contract may be transferred to another employer with the agreement of the current employer, the new employer and the trainee or apprentice. Traineeship and Apprenticeship Services will assess the suitability of unregistered employers to become registered employers of trainees and apprentices.

A transfer can only occur if there is **no break in service between employers**. A new probationary period does not apply in these circumstances.

It is not possible to transfer a South Australian Training Contract to an interstate employer. The current South Australian Training Contract must be terminated if the trainee or apprentice moves interstate. An extract of training can be provided on request to use as evidence for credit towards an interstate contract.

## Credit for a Training Contract

### Can a person receive credit for previous Training Contracts?

A trainee or apprentice may be given 'credit' or recognition for relevant skills or experience in the nominated traineeship or apprenticeship.

Credit should be requested at the time of signing the Training Contract if a trainee or apprentice has partly completed the same occupation and qualification under a previous Training Contract.

In this situation, credit will be given automatically, and this will reduce the term of the Training Contract. If credit is requested for time served under an interstate contract, an extract of service is required from the relevant state training authority in the jurisdiction in which the trainee or apprentice undertook the training.

### Can credit be given for qualifications and skills already achieved?

A trainee or apprentice may seek credit for relevant training and industry experience, such as pre-vocational training or preapprenticeship training, and for relevant units of competency and qualifications that they have already achieved. Following negotiation with the training provider, this may result in fewer 'units of competency' needing to be completed for the qualification. Supporting documentation should be forwarded to Traineeship and Apprenticeship Services.

### What are Recognition of Prior Learning and Recognition of Current Competencies?

The process that is used to assess an individual's existing skills and competencies is called Recognition of Prior Learning (RPL) or Recognition of Current Competencies (RCC). This assessment determines whether any of the units of competency have already been achieved, or the skills and competencies have been demonstrated. The training provider must offer RPL/RCC to the trainee or apprentice when developing the Training Plan.

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