



AUSTRALIAN TRAINING AWARDS

Australian Apprentice (Trainee) of the Year

Award Criteria

Eligibility criteria for Australian Training Awards

- Nominees for this award will be permanent residents of Australia and have won the equivalent training award in an Australian state or territory in 2012.

Eligibility criteria for state/territory training awards

You must:

- have completed or be due to complete your training (ie: contract end date) in the period 1 October 2011 – 30 September 2012* in a training course that leads to a nationally recognised outcome or qualification relevant to the award you are applying for
- * (The time for completion of studies may be amended for individual state or territory requirements); and
- have a contract of training registered with your relevant state training authority

*The winners of the 2012 state/territory awards in the above categories can nominate for the Australian Training Awards. The **original application** from winners of these categories addressing the award criteria below and submitted through the state/territory training awards process will be used.*

*Applications to the state/territory training awards process are to be in 12 pt font and a maximum of five (5) A4 pages plus five (5) pages in attachments (no more than **10 pages** in total).*

The award criteria should be the focus of your application; however any relevant evidence may be provided so long as it does not exceed the required page limit.

Preparing your application

Section A: Overview

Provide a short overview covering a description of the qualification you enrolled in, your Registered Training Organisation and employer (if applicable) as well as your reason for choosing this industry and training path.

Section B: Applicants will be judged against the following criteria

Criterion 1: Career and study achievements

Criterion 2: Communication, team and leadership skills

Criterion 3: Ability to represent the national training system at a broader level

Criterion 4: Other pursuits

Addressing the criteria

In your application, you must present your information in a way that clearly addresses the award criteria. Judging panels will be looking for evidence of how your training has contributed to your career and study plans, to the development of your skills and your achievements to date, as well as any way in which your training may have helped you to achieve other pursuits.

In developing your application, you may wish to take into account some of the considerations outlined below.

These considerations are not additional criteria, but are provided to give clarification of what may be relevant to include when writing against the criteria.

Criterion 1: Career and study achievements

Consider things such as:

- any personal or career gains you have achieved from participating in your studies and your job
- how you can demonstrate your understanding of the value of learning
- how you have integrated on-the-job and off-the-job training and what benefits this has held.

Criterion 2: Communication, team and leadership skills

Consider any skills you have developed through your training, such as:

- effective oral and written communication
- your level of self-reliance and resilience in times of challenge
- effective team participation
- leadership and promotion of your training, industry or other things you are involved in
- your capacity to be an effective ambassador for your industry, community and Australia.

Criterion 3: Ability to represent the national training system at a broader level

Tell us about:

- any knowledge or understanding you have gained of new developments and trends in your workplace or industry and the vocational education and training system
- any messages you might have that could encourage others who are interested in entering your training pathway.

Criterion 4: Other pursuits

You may wish to include information about:

- your achievements in areas other than study and work
- your involvement in the community
- your awareness of current social, economic and political issues.