

## School Based Pre Apprenticeship Fact Sheet

**\*\*Please note:** secondary school aged students are only eligible for this course if they have not previously completed a course funded by the Department, as per the [Vocational Education and Training Delivered to Secondary Students Funding Policy](#)

### About:

MPA Skills offers a Pre-Apprenticeship for those still attending school and want to participate in the program during Year 11 and Year 12. The Certificate II qualification counts towards a student's final results at school including the work placement component.

### The School Based Pre Apprenticeships on offer are:

- **52700WA Certificate II in Plumbing (1 Year course for year 11's and 12's, DTWD funded)**  
- Plumbing Pre Apprenticeship
- **52700WA Certificate II in Plumbing (2 Year course for year 11's only, CTF funded)**  
- Plumbing Pre Apprenticeship, CTF Scholarship Program
- **52824WA Certificate II in Building Construction (Pathway – Trades) (1 Year course, DTWD funded)**  
- Painting Pre Apprenticeship

### Pre requisites:

Students must have a C Grade average to enrol for the School Based Pre Apprenticeship courses.

### What is the difference between the 1 Year and 2 year Plumbing Pre Apprenticeship courses?:

#### 1 Year DTWD funded Plumbing Pre Apprenticeship-

This course is funded by the Department of Training and Workforce Development (DTWD). Students in either year 11 or 12 can apply for this program. This program runs 1 day per week from Terms 1 to 3, and includes 125 hours of work experience. Work experience is usually completed on school holidays or exam breaks, or some schools will allow their students to complete their work experience on an additional day during the week.

#### 2 Year CTF funded Scholarship Pre Apprenticeship-

This course is fully funded by the Construction Training Fund (CTF). Students in year 11 can apply for this program. This program runs 1 day per week from terms 1 – 4 in the first year, and terms 1 – 3 in the second year, and includes 220 hours of work experience. This course is structured in terms, please see below-

##### Year 1-

Term 1- Class work (theory and practical)

Term 2- Work experience

Term 3- Class work (theory and practical)

Term 4- Work Experience

##### Year 2-

Term 1- Work experience

Term 2- Class work (theory and practical)

Term 3- Work Experience

### Enrolment Process:

Prior to enrolment, students MUST discuss their intention to enrol with their VET Coordinator/School. Students should not enrol without consent from their school.

Enrolment for the 1 year DTWD courses (Plumbing & Painting) is completed via the MPA Skills website, please see below for more details. Enrolment for the CTF Scholarship course needs to be completed via the CTF website- <https://ctf.wa.gov.au/>. CTF will advise MPA Skills of the applicants, we will then be in contact with each student.

Students MUST supply MPA Skills with a birth certificate/passport and latest school report. These documents must be sent to [preapps@mpaskills.com.au](mailto:preapps@mpaskills.com.au). Without these documents, your application will not be accepted. Students will then need to complete the online enrolment form on the MPA Skills website.

Once you send through your online enrolment form, you will receive a confirmation email. In this email, you will be sent a work placement form. This form must be completed by your VET Coordinator and returned to MPA Skills as soon as possible.

## Interview Process

**Your enrolment does not confirm your place**, we conduct interviews to select our students. Our first round of interviews will be conducted between 20th – 24th July 2020 for students who have enrolled before the 16th July 2020. Our second round of interviews will be conducted between 14th – 18th September 2020 for students who have enrolled after 16th July 2020. After your interview, we will send you an email which will confirm if you were successful or not. All interviews will be conducted at MPA Skills, Maylands.

Although you can chose the campus you want to attend on enrolment, MPA Skills may move you to a different campus depending on the suburb that you live in, and the amount of student who apply for each campus.

Please note: the above interview information applies to our 1 year programs only. There will be a separate process for the 2 year CTF Scholarship Program, this will be advised at a later date. If you have any queries please call 9471 6603.

## Course locations and days:

### Plumbing Pre Apprenticeship (1 Year DTWD funded)

- MPA Skills Jandakot Campus- *7 Chullora Bend, Jandakot (Fridays)*
- St Norbert College - *135 Treasure Road, Queens Park (Thursdays)*
- MPA Skills Maylands – *108 Caledonian Ave, Maylands (Fridays)*
- John Forrest Secondary College – *180 Drake Street, Morley (Thursdays)*
- Ellenbrook Secondary College – *100 Main Street, Ellenbrook (Thursdays)*

### Plumbing Pre Apprenticeship (2 Year CTF funded)

- MPA Skills Jandakot Campus - *7 Chullora Bend, Jandakot (Thursdays)*
- John Forrest Secondary College – *180 Drake Street, Morley (Fridays)*
- Belridge Secondary College – *17 Gwendoline Drive, Beldon (Friday)*
- Bunbury Regional Trade Training Centre, BCC site – *Corner of Petherick & Flynn Street, Bunbury (Thursday)*

### Painting Pre Apprenticeship

- John Forrest Secondary College – *180 Drake Street, Morley (Friday)*

## Work Placement:

MPA Skills source the work placement for students, in this process we also conduct Employability Training with the students to prepare them for future employment.

## Completion:

Once a student has successfully completed the Pre- Apprenticeship including work placement, they will be issued with a Certificate II and a Record of Results outlining the units achieved.

## Cost:

Secondary School aged students undertaking pre apprenticeships in schools as part of their secondary education are exempt from tuition, resource and enrolment fees. The Pre Apprenticeship is fully funded by The Department of Training and Workforce Development (Jobs & Skills WA) or the Construction Training Fund (depending on which program they are in).

Students need to purchase stationery & work clothing, further details of this are outlined in the student's acceptance letter. Students attending John Forrest Secondary College and St Norbert College may be charged a fee to use their Trade Training Centre by the school. Please contact the school directly with queries about the fees.

**\*\*Please note**, funding is not guaranteed for these courses. Once our funding is guaranteed we can confirm you have been successful in gaining a place. We are usually notified of our funding by December 2020.

## **Privacy Notice**

Under the Data Provision Requirements 2012, MPA Skills is required to collect personal information about you and to disclose that personal information to the National Centre for Vocational Education Research Ltd (NCVER).

Your personal information (including the personal information contained on this enrolment form), may be used or disclosed by MPA Skills for statistical, administrative, regulatory and research purposes. MPA Skills may disclose your personal information for these purposes to:

Commonwealth and State or Territory government departments and authorised agencies; and  
NCVER.

Personal information that has been disclosed to NCVER may be used or disclosed by NCVER for the following purposes:

populating authenticated VET transcripts;

facilitating statistics and research relating to education, including surveys and data linkage;

pre-populating RTO student enrolment forms;

understanding how the VET market operates, for policy, workforce planning and consumer information; and

Administering VET, including program administration, regulation, monitoring and evaluation.

You may receive a student survey which may be administered by a government department or NCVER employee, agent or third party contractor or other authorised agencies. Please note you may opt out of the survey at the time of being contacted.

NCVER will collect, hold, use and disclose your personal information in accordance with the Privacy Act 1988 (Cth), the National VET Data Policy and all NCVER policies and protocols (including those published on NCVER's website at [www.ncver.edu.au](http://www.ncver.edu.au)).