

This Qualification/Programme Schedule relates to the Training Agreement entered into - between the employer and trainee set out below.

Company name

Learner's full name

Start date

Assessor name (if applicable)

### A. Previous School Education

Have you achieved 10 NCEA Credits or more in the following

	NCEA 1	NCEA 2	NCEA 3	
Maths	<input type="text"/>	<input type="text"/>	<input type="text"/>	Do you have any qualifications or industry experience that may help towards your training: <input type="text"/>
English	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Physics or General Science	<input type="text"/>	<input type="text"/>	<input type="text"/>	

### B. Provider (Off-job) Training

i) Have you completed a pre-trade\* course? Yes  or a diploma/degree\*\* or other related course?  Yes  No   
(if yes to any of the above, add provider and course name and level below) (if no move to Biii)

Was it through Māori and Pasifika trades training? Yes  No   
(e.g. MPTT, Tai Tokerau, The Southern Initiative, Te Ara o Takitimu)

Provider name:

Course name:

Course/Level:

ii) Are you currently attending a course with a polytechnic/training provider? Yes  (if yes please detail below) No  (if no move to Biii)

Provider name:

Course name:

Course/Level:

iii) My preferred polytechnic/training provider off-job training is:

Second choice:

\*Pre-trade - Your pre-trade course may be converted to unit standards, if applicable. **Skills Recognition is not required.** Completion of pre-trade will be verified via NZQA's Record of Learning.

\*\*Degree/diploma/other related Skills Recognition is available at a cost to the trainee.

### C. Electrotechnology Qualification/Programme

Tick the relevant Qualification/Programme (select only one) that you are enrolling for

Selection	Qualification/Programme	Duration Months Estimated	Programme Number
<b>1. Electrical Engineering – general use</b>			
<b>NZ Apprenticeship - NZ Certificate in Electrical Engineering (Level 4)</b>			
	Full Qualification - <b>Domestic/Commercial</b> specialty	42	07859V2-NZA-401-DOM
	Full Qualification - <b>Industrial</b> specialty	42	07859V2-NZA-401-IND
	Full Qualification - both <b>Domestic/Commercial &amp; Industrial</b> specialties <small>For the combined specialty, you must complete ALL assessments in both specialties BEFORE you are awarded any qualification</small>	48	07889V2-NZA-401-COMBINED
<b>Programme options to complete a second specialty</b> <small>These short programmes can only be enrolled into if you already hold the NZC in Electrical Engineering (Level 4) with one specialty and now want to complete the other</small>			
	<b>Domestic/Commercial</b> specialty unit standards only	4	08387V1-IT-401-DOM
	<b>Industrial</b> specialty unit standards only	4	08386V1-IT-401-IND

Selection	Qualification/Programme	Duration Months <i>Estimated</i>	Programme Number
<b>2. Switchgear</b>			
<b>NZ Apprenticeship NZ Certificate in Electrical Engineering (Switchgear Fitter) (Level 4)</b>			
	Switchgear Fitter (no strand)	42	08894V1-NZA-401
	Electrical Installer strand	46	08793V2-NZA-401
<b>3. Motor Rewinding</b>			
<b>NZ Apprenticeship NZ Certificate in Electrical Engineering (Electromechanical Maintenance and Repair) (Level 4)</b>			
	Electromechanical Maintenance and Repair - Motor Rewinding (no strand)	19	09227V1-NZA-401
	Electrical Service Technician Strand	23	09235V1-NZA-401
<b>4. Industrial Measurement and Control</b>			
	NZ Certificate in Industrial Measurement and Control (practice) (Level 4)	14	07226V1-IT-401

Tick here if you want to be enrolled in IMC theory with Wintec. Wintec will contact you directly.

#### D. Supervisor's Statement (must be completed by a holder of a current practising licence)

I hold a current practising licence. I accept responsibility for the prescribed electrical work carried out by the above named applicant and will ensure that supervision is offered in accordance with the Electricity (Safety) Regulations 2010, and the trainee supervision guidelines issued by the EWRB.

Full name:

EWRB No:

Signature

Date:

#### E. Workplace Verifier's Statement (must be completed by a holder of a current practising licence)

I am an approved workplace verifier, or I meet the requirements to become one. I hold a current practising licence and have done for a minimum of 3 years. I accept responsibility for verifying the above-named applicant's on-job assessments.

Full name:

EWRB No:

Signature:

Skills Assessor No:

Date:

#### F. Trainee Limited Certificate - Electrical Engineering and Strands Only

I hold or have applied for an EWRB Trainee Limited Certificate (TLC). I understand that I must have a valid TLC as a condition of my training. I must complete the tradestart unit standards and first aid training within the first 3 months of my training, and I must complete a first aid refresher course every 2 years to meet the conditions of the TLC.

EW Number:

Signature:

Date:

## G. Support Person Details

Having good support is critical to your learning journey. The Support Person is someone of influence in your life who can keep you accountable and on track. It can be a family member, a teacher, your boss, a friend, a sports coach; someone who cares about your success. By adding a Support Person, Skills will be able to contact them and discuss your learning journey and training progress.

If you would like to add a Support Person, please ask their permission and write their details here.

First Name:

@jhiBUa Y.

D\ cbY.

9a Uj.

When you have their details, we will send them an email to welcome them on the journey and to give them some information about Skills, including who your Account Manager is.

## H. Training Materials (trainee and assessor)

**All resources will be sent to your employers address**

We will supply you with all material required in On-job Assessment folders.

**New assessors/supervisors will be sent the relevant Assessor material**

*If you have any questions or need assistance, please contact your Skills Account Manager.*

## I. Payment Information

### 1. Fees

Training and assessment fees are covered **until 31 December 2022** by the Government's 2020 Targeted and Training Apprenticeship Fund. Other administration fees will be invoiced directly to the trainee. This includes Non-Attendance fees if trainees do not attend scheduled Block Courses.

### 2. Employer Contribution

The Employer Contribution of \$525 (incl GST) will be funded from the 2020 Government Targeted Training and Apprenticeship Fund.

## J. Checklist

**Have you enclosed:**

- Training Agreement (signed by you and your employer)
- Proof of identity documentation (verified by the appropriate person - see section 6 of the Training Agreement)
- Supervisor's and Verifier's statements signed (section D & E of this document)
- I hold or have applied for a TLC, and have signed the declaration (section F of this document)
- Completed Support Person details

By signing below, I also confirm that the Qualification/Programme I am enrolling in is in the same area as, and relates to, my current occupation.

### Signed for and on behalf of the EMPLOYER

Name

Signature

Date

### Signed by the TRAINEE

Trainee name

Trainee signature

Date