APPRENTICESHIPS NORTHERN TERRITORY

NORTHERN TERRITORY GOVERNMENT

AUSTRALIAN APPRENTICESHIP SUPPORT SERVICES
An Australian Government Initiative

JOINTLY FUNDED BY THE AUSTRALIAN AND NORTHERN TERRITORY GOVERNMENTS

APPLICATION TO SUSPEND A TRAINING CONTRACT

Important Information: All suspension are subject to approval by the Department of Education and Training.

Parties to a registered Training Contract may request to suspend the Training Contract for a period of not more than 6 months without supporting documentation, the maximum time for suspension is a period of no more than 12 months.
Exceptions are maternity leave which may be suspended for a period of up to 12 months.

Employer Trading Name: **Australian Apprentice Name:**

Parent / Guardian (if required):

PERIOD OF SUSPENSION

Suspension Dates	**Date to Commence:**	**Expected Return Date:**
With Pay / Without Pay	☐ With Pay ☐ Without Pay	

REASON FOR APPLICATION

Select	Reason for Application	Please Provide an Explanation
☐	Medical Reason — Worker's Compensation	
☐	Medical Reason (other)	
☐	Unhosted	
☐	Maternity Leave	*N/A*
☐	Other Reasons	

DECLARATION

To be signed by the party applying (Employer or Apprentice/Trainee). A Parent/Guardian signature is required only if the apprentice is applying and is under 18 at the start of the suspension period.

Employer Representative Name:	Signature:	Date:
Apprentice / Trainee Name:	Signature:	Date:
Parent / Guardian Name:	Signature:	Date:

Please return the completed form to: variations@gtntgroup.com.au

OFFICE USE ONLY

Network Provider Recommendation			
Signature:	Date:	☐ Recommended	☐ Not Recommended
Apprenticeships NT General Manager (if applicable — NTG Contract Manager)			
Signature:	Date:	☐ Approved	☐ Not Approved
Comments			