



FACT SHEET

Financial support for apprentices and trainees

The following table provides a summary of the financial support available for apprentices and trainees as at 1 January 2025. For the most up to date information, please follow the website links provided.

State Government incentives and subsidies			
Incentive/Wage subsidy	Eligibility	Description	Claiming the incentive
<p>Travel and Accommodation Allowance (TAA/DTWD)</p> <p>Financial assistance to apprentices who are required to travel long-distances to attend off the job training.</p> <p>The TAA is a financial contribution to assist with apprentices' travel and accommodation expenses.</p> <p>The TAA is managed by the Department of Training and Workforce Development (DTWD).</p> <p>www.dtwd.wa.gov.au/taa</p>	<p>An apprentice is entitled to claim the following based on the round trip distance travelled to the closest training provider:</p> <ul style="list-style-type: none"> the travel allowance — if the round trip is between 71 and 1099 kilometres; or the travel and accommodation allowance — if the travel is 150 kilometres or more. <p>The apprentice must:</p> <ul style="list-style-type: none"> be a resident in WA; have an active training contract; be attending the nearest registered training provider; and be engaged in off the job training which is funded by DTWD. 	<p>Travel subsidies are paid as follows:</p> <ul style="list-style-type: none"> 40 cents per kilometre for travel in a private vehicle; or the full cost of return fare on public transport in a bus or train if the travel is between 71 and 1099 kilometres; or a return economy airfare if the travel is 1100 or more kilometres round trip. <p>Apprentices may also be eligible for accommodation assistance of up to \$150 per night, this is calculated according to the apprentice's place of residence.</p>	<p>To submit an online claim, apprentices must have a Western Australian Apprenticeship Management System (WAAMS) login and have their off the job training verified by their training provider.</p> <p>All claims must be submitted within 60 days of the completion date of the apprentice's training or attendance period.</p> <p>Further information about the TAA, including how to request a WAAMS login and claim the TAA, can be found here – www.dtwd.wa.gov.au/taa</p>
<p>Travel and Accommodation Allowance [(Construction Training Fund (CTF))]</p> <p>The Travel and Accommodation Allowance provides a subsidy to eligible training attendees to assist with the cost of travel and accommodation when travelling more than 70km (or 140km round trip) to a training provider.</p> <p>This allowance is managed by the CTF.</p> <p>www.ctf.wa.gov.au/funding/accommodation-allowance</p>	<p>The Travel and Accommodation Allowance is available to four groups of people.</p> <ul style="list-style-type: none"> Eligible apprentices and trainees who travel more than 70kms (round trip) to complete off-the-job training. Current regional construction workers and regional apprentices travelling for supplementary skills training that is not available at their location. Regional school groups attending a Try-A-Trade. Eligible Certificate II Pre-apprenticeship students travelling to attend training for their qualifications. <p>Apprentices completing qualifications can claim the CTF Travel and Accommodation Allowance rebate in addition to the Department of Training and Workforce Development Travel and Accommodation Allowance.</p>	<p>Travel and accommodation allowances are paid according to the group the apprentice or trainee is in that is, amounts paid are dependent on the individual apprentice or trainee's circumstances.</p> <p>Detailed information about how much can be claimed can be found here – www.ctf.wa.gov.au/funding/accommodation-allowance</p>	<p>Eligible apprentices and trainees can make a claim using forms provided on the CTF website. – www.ctf.wa.gov.au/funding/accommodation-allowance</p> <p>Please note that claims must be made within prescribed timeframes as outlined on the travel and accommodation allowance page on the CTF website.</p>



<p>Apprentice Support Bonus</p> <p>The Apprentice Support Bonus has been introduced by the State Government to provide financial support to apprentices and trainees working in the building and construction sector in WA</p> <p>The Apprentice Support Bonus is managed by the Construction Training Fund (CTF).</p> <p>www.ctf.wa.gov.au/apprentice-support-bonus</p>	<p>New and existing WA construction industry apprentices and trainees can receive \$1,000 for completing each year of training, up to \$3,000 over 4-years.</p> <p>This payment is for new or existing apprentices who reach the anniversary of their commencement after 1 July 2024.</p>	<p>The Apprentice Support Bonus is an annual payment made directly to eligible apprentices and trainees on the anniversary of the commencement date of their apprenticeship/traineeship.</p>	<p>From January 2025, eligible apprentices and trainees will receive an email notification inviting them to lodge a claim in the CTF portal.</p> <p>If the apprentice/trainee's commencement date anniversary falls between 1 July 2024 and January 2025, they can still lodge a claim when they open.</p> <p>Claims must be made within 12 months of the apprentice or trainee reaching their commencement date anniversary.</p>
<p>Apprentice Tool Allowance</p> <p>The Apprentice Tool Allowance provides eligible apprentices and trainees working in the building and construction sector with up to \$2,000 to assist them to purchase work related tools and/or safety equipment</p> <p>The Apprentice Tool Allowance is managed by the Construction Training Fund (CTF)</p> <p>www.ctf.wa.gov.au/apprentice-tool-allowance</p>	<p>Apprentices and trainees who commence training between 1 July 2024 and 30 June 2029 can claim the commencement payment from January 2025.</p> <p>If you are a construction trainee completing your training between 1 July 2024 and 30 June 2029 you can claim the completion payment from January 2025.</p> <p>Make sure you keep the receipts of your tools and safety equipment for purchases made after 1 July 2024.</p>	<p>Eligible apprentices and trainees can receive a reimbursement of up to \$1,000 for the purchase of work-related tools and/or safety equipment if they begin their apprenticeship between 1 July 2024 and 30 June 2029A second reimbursement of \$1,000 for the purchase of work-related tools and/or safety equipment is also available if the apprentice or trainee completes their training between 1 July 2024 and 30 June 2029.</p>	<p>Eligible apprentices and trainees must submit the tax invoice(s) from the purchase of work-related tools and/or safety equipment, and their bank account details, when they make a claim. Payments will be made to the apprentice or trainee's nominated bank account.</p> <p>The \$1,000 reimbursement limit applies per person for commencement claims and another \$1,000 for completion claims. Apprentices and trainees may claim multiple times and for multiple tools until they reach the \$1,000 reimbursement limit.</p> <p>For the commencement allowance, claims may be made up to 11 months after the commencement of the apprenticeship or traineeship, for tools purchased from 1 month before the commencement.</p> <p>For the completion allowance, claims can be made up to 6 months after the completion of the apprenticeship or traineeship, for tools purchased from the date of completion.</p>

Commonwealth Government incentives and subsidies

Incentive/Wage subsidy	Eligibility	Description	Claiming the incentive
<p>Australian Apprentice Training Support Payment</p> <p>The Australian Apprentice Training Support Payment provides up to a maximum of two years of direct financial support to apprentices and trainees in priority occupations experiencing national skills shortage.</p> <p>The can be found here:</p> <p>www.dewr.gov.au/skills-support-individuals/resources/australian-apprenticeships-incentive-system-guidelines</p>	<p>To be eligible for the Australian Apprentice Training Support Payment, an apprentice must:</p> <ul style="list-style-type: none"> have commenced or recommenced their apprenticeship with a new employer on or after 1 July 2022 OR recommenced their apprenticeship with the same employer if they meet the recommencement criteria; be undertaking a Certificate III or higher qualification that is listed on the Australian Apprenticeships Priority List; be in training with their employer at the milestone date; and must not be in receipt of the New Energy Apprentice Support Payment. <p>Detailed information about eligibility for the Australian Apprentice Training Support Payment can be found here - www.dewr.gov.au/skills-support-individuals/resources/australian-apprenticeships-incentive-system-guidelines</p>	<p>Eligible apprentices and trainees can claim up to four six monthly payments over the first two years of the apprenticeship or traineeship, according to the following schedule and rate:</p> <ul style="list-style-type: none"> 6 month payment - \$1,750 (FT) or \$875 (PT) 12 month payment - \$1,750 (FT) or \$875 (PT) 18 month payment - \$750 (FT) or \$375 (PT) 24 month payment - \$750 (FT) or \$375 (PT) 	<p>Claims must be lodged by the apprentice or trainee, through the Apprenticeships Data Management System.</p> <p>For further information on how to apply for Commonwealth government incentives and subsidies, including eligibility, contact an Apprentice Connect Australia Provider:</p> <p>Perth metropolitan area BUSY at Work - The Apprenticeship Community P: 13 28 79</p> <p>MEGT (Australia) P: 13 69 63</p>
<p>New Energy Apprenticeship Support Payment</p> <p>The New Energy Apprentice Support Payment is designed to encourage apprentices to choose clean energy careers, improve retention rates and deliver more successful completions by providing direct financial support to Australian Apprentices commencing an Australian Apprenticeship in a clean energy occupation.</p> <p>www.apprenticeships.gov.au/support-and-resources/new-energy-apprenticeships-program</p>	<p>To be eligible for the New Energy Apprentice Support Payment, an apprentice must:</p> <ul style="list-style-type: none"> have commenced or recommenced their apprenticeship with a new employer on or after 1 July 2022 OR recommenced their apprenticeship with the same employer if they meet the recommencement criteria; be undertaking a Certificate III or above qualification and in an occupation identified as a clean energy qualification on the Australian Apprenticeships Priority List; submit a signed declaration stating their commitment to participate in the two onsite workplace site checks (conducted by their Apprentice Connect Australia Provider) and to build skills in the clean energy sector, including selecting clean energy electives in their training, where available and appropriate; must be in training with their employer on the claim period end date; and must not be in receipt of the Australian Apprentice Training Support Payment for the same apprenticeship. <p>In support of the apprentice's claim, the employer (including Group Training Organisations) must:</p> <ul style="list-style-type: none"> demonstrate business engagement and operation with the clean energy sector; and provide the apprentice with meaningful exposure experience, and work in the clean energy sector, appropriate to skill level and/or off-the-job training; and submit a signed declaration stating their commitment to participate in two onsite workplace site checks (conducted by their Apprentice Connect Australia Provider) and provide ongoing exposure, experience and work in the clean energy sector. 	<p>Eligible apprentices can claim up to \$10,000 for a full-time apprenticeship, and up to \$5,000 for a part time apprenticeship.</p> <p>Payments of \$2,000 (FT) or \$1,000 (PT) are made at 6, 12, 24 and 36 months and at the completion of the training contract.</p>	<p>Apprenticeship Support Australia P: 1300 363 831</p> <p>Regional Western Australia Apprenticeship Support Australia P: 1300 363 831</p> <p>MEGT (Australia) P: 13 69 63</p>

<p>Living Away From Home Allowance (LAFHA)</p> <p>The Living Away From Home Allowance provides assistance to apprentices who are required to move away from their parent's or guardian's residence to take up or remain in an apprenticeship.</p> <p>The Living Away From Home Allowance is available during the first three years of an apprenticeship.</p> <p>www.dewr.gov.au/skills-support-individuals/resources/australian-apprenticeships-incentive-system-guidelines</p>	<p>To be eligible for the Living Away From Home Allowance, apprentices/trainees must:</p> <ul style="list-style-type: none"> • be undertaking a qualification at Certificate II level or above; • be within 36 months of the commencement date of their apprenticeship/traineeship; • not have a current claim for Youth Allowance, Austudy or Abstudy; not receive rental or accommodation assistance from Services Australia or free or subsidised quarters or board from their employer; or not move away from home to attend block release that is subsidised by state or territory governments, undertake a course initiated by their employer that is not part of the apprenticeship/traineeship, or attend boarding school; • meet the residential criteria (details can be found in Part F Payments to Australian Apprentices in the Apprenticeships Incentives System Guidelines). 	<p>The Living Away From Home Allowance is paid in arrears at the following rates:</p> <ul style="list-style-type: none"> • first 12 month period from the date of commencement of the training contract - \$77.17 per week; • second 12 month period - \$38.59 per week; and • third 12 month period - \$25.00 per week. 	
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