

Traineeship Eligibility Checklist

Traineeships are intended primarily for young people who are motivated by work or the prospect of it, but who do not yet have the skills or experience to secure an Apprenticeship or other sustainable job.

Providers and employers must be confident that you have a reasonable chance of being ready for employment or an Apprenticeship within six months of engaging in a Traineeship.

You are not eligible for a Traineeship if you are qualified to Level 3. Currently a full Level 2 is the equivalent of five GCSEs A*-C or Level 4-9 and a full Level 3 is the equivalent of two A levels. Vocational education equivalents are outlined in the Qualifications and Credit Framework (QCF). Qualifications that constitute a full Level 2 and a full Level 3 are flagged within the Simplified Funding Rates Catalogue. Please ask your training provider if you are unsure what this means.

LEARNER DECLARATION		TICK
I (print learner name) _____ confirm that:		
I have left school and I am between 16 and 24 years old.		
I am a resident in England and have been for more than 3 years		
I am qualified below Level 3		
I am not in full time further or higher education		
I am not an overseas national subject to employment or learning restrictions and/or a time or a time limit on my stage (other than a refugee or asylum seeker)		
Am not currently in a job and have little work experience		
I am focused on work or the prospect of it.		
I am not in custody as a prisoner or on remand in custody		
I am not taking part in any other employment, learning or enterprise programme funded directly the UK Government or any other Education and Skills Funding Agency funded programme.		
I am not a graduate (have not completed a degree course)		
I am not taking part in any other EU funded vocational training programme		
I have not previously achieved an apprenticeship.		
I confirm that the information I have given above is correct and that I am eligible to start my traineeship.		
Signature		Date

TRAINING PROVIDER DECLARATION		TICK
I believe that (insert name) _____ has a reasonable chance of being ready for employment or an Apprenticeship within six months of engaging in a Traineeship.		
Company Name		Contact Name
Signature		Date