



PRINTNZ training
our industry, our people

Training Agreement

(Original to be sent to PrintNZ Training, plus a copy for Employer and a copy for Apprentice/Trainee)

Note. Before taking on an Apprentice/Trainee the Employer must have been assessed as suitable to train, in accordance with the requirements of the training programmes administered by PrintNZ Training, and have been issued with a relevant training capacity. If necessary contact PrintNZ Training.

This Training Agreement is made on the..... day of 201...

THE PARTIES to this Training Agreement are:

1. The Employer:
(full name of Employer)

Postal Address:

Street Address:

Phone: Fax:

E-mail:

2. The Apprentice/Trainee:
(full name of Apprentice/Trainee)

Address:

Mobile phone E-mail:

The following information must be supplied to meet Government statistical reporting requirements.

Date of Birth: Age:

(A copy of evidence of date of birth must accompany this Training Agreement)

(Please tick the appropriate box)

Gender: Male Female

Origin: European Pacific Island Maori Other
(please state)

Highest qualification attained:

- None
- 5th form (Year 11) qualification or at least 12 credits at level one
- 6th form (Year 12) qualification or at least 12 credits at level two
- 7th form (Year 13) qualification or at least 12 credits at level three
- Tertiary qualification at sub degree (National Certificate, Trade Certificate, Diploma)
- Tertiary qualification at degree level

TERMS OF THE AGREEMENT

1. This is an Apprenticeship / National Certificate / Limited Training Programme *(circle one)* in:

.....
(state training programme/option, eg Digital Print Processes, Reel-fed Flexographic, Sheet-fed Offset, Screen Flat Sheet)

2. This training agreement shall commence on the 201..... and shall continue for a maximum of months, which is the period set for the training programme, or until the completion of the training programme, whichever is the sooner.

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3. The provisions of this training programme, as set out in the *Training Record* (or any subsequent amendments) are incorporated into and form part of this Training Agreement. The Employer must supply the Apprentice/Trainee with the *Training Record* which is supplied by PrintNZ Training on registration of the Training Agreement.
4. The Employer shall provide training and facilities in accordance with the requirements for the training programme.
5. The Apprentice/Trainee shall to the best of his or her ability learn the skills and meet the requirements applying to the training programme as set out in the *Training Record* or any subsequent amendment.
6. The parties to this agreement may seek the assistance and advice of PrintNZ Training on any matter affecting the training.
7. In signing this Training Agreement the Apprentice/Trainee agrees to abide by the rules of the training provider when attending workshops (if applicable) and further agrees that information relevant to his/her training programme and training progress may be exchanged between the Employer, the training provider involved and PrintNZ Training (including its relevant committees).
8. In signing this agreement the parties confirm that the Apprentice/Trainee has met the following prerequisites:
 - (a) has produced evidence of normal colour vision, and
 - (b) has registered on the National Qualifications Framework (NQF) or submits application for registration with this Training Agreement.
9. The terms and conditions relating to the Apprentice/Trainee's employment are for agreement between the Employer and the Apprentice/Trainee and form no part of this agreement.

Signed for and on behalf of the Employer:

Signature:..... Date:

Name: Designation:

Signed by the Apprentice/Trainee:

Signature: Date:

Signature of parent or guardian of an Apprentice/Trainee aged under eighteen:

I acknowledge that I have read the provisions of this Agreement including the requirements of the training programme and that I have discussed these provisions with the Apprentice/Trainee.

Signature: Date:

IMPORTANT CHECK LIST

Please ensure the following are **attached to this Training Agreement** before sending to PrintNZ Training, PO Box 31 131, Lower Hutt, Phone 04 569 2804, Fax 04 569 2108.

- Copy of Eye Test for normal colour vision (not required for Binding and Finishing or Packaging programmes)
- Verified copy of one of the following — Birth Certificate or Passport or Driver's Licence
- Application for registration on the NQF **or** enter Apprentice/Trainee NQF Number here: