

Skills Standard Fact Sheet

Standard 8: Training Contract Conditions

Probationary periods under training contracts

The South Australian Skills Commission (the Commission) has determined standard probationary periods for apprenticeships and traineeships. For training contracts with a nominal term of:

- up to and including 24 months, the probationary period duration is 60 days
- greater than 24 months, the probationary period duration is 90 days.

These standard probationary periods apply to full-time and part-time apprenticeships and traineeships.

The Commission has the discretion to approve probationary periods that differ from the above.

The probationary period for each apprenticeship or traineeship in South Australia can be checked on the [Traineeship and Apprenticeship Pathways \(TAP\) Schedule](#).

Extending the probationary period

The probationary period for a training contract may be extended by the parties to the training contract. To do so, the employer, the apprentice or trainee, or both can submit an application to the Commission requesting an extension that is for a period of no more than six months in total, or 25 per cent of the term of the training contract, whichever is the lesser.

Applications will be assessed by the Commission on a case by case basis and must be in the best interests of the parties to the training contract.

To apply for an extension to the probationary period, the approved form is required to be completed and is available at <https://skillscommission.sa.gov.au/resources-and-publications/forms>.

The application must be submitted to the Commission no less than 14 days before the expiry of the nominal probationary period (exceptions apply as outlined in [Standard 8: Training Contract Conditions](#)).

Other variations to training contract conditions

Approval needs to be given by the Commission to vary the conditions for a training contract. A request to seek approval for a variation requires an application, agreed to by both the employer and apprentice or trainee, to be submitted via [mySkillsSA](#).

Variations to the conditions of a training contract can include:

- Full-time and part-time training arrangements
- Hours worked under school-based apprenticeships or traineeships
- Minimum hours worked under a part-time training contract

Please refer to the [South Australian Skills Standards](#) for full details about Training Contract Conditions.

For more detailed information, please contact the South Australian Skills Commission on **1800 673 097**.