

Federation TAFE Awards for Excellence 2027

Federation TAFE Trainee of the Year Award

About this award

The Federation TAFE Trainee of the Year Award recognises an outstanding trainee who has demonstrated excellence in all aspects of their training, including technical achievement, workplace contribution, leadership and commitment to vocational education.

This prestigious award celebrates trainees who have excelled throughout their training while demonstrating professionalism, strong communication skills and the potential to become ambassadors for vocational education and training.

The successful recipient will receive a \$500 cash prize, proudly sponsored by the City of Ballarat.

Eligibility

To be eligible for this award, applicants must:

- have completed, or due to complete, their training between 1 July 2026 – 31 December 2026
- be enrolled in a training course leading to a nationally recognised qualification relevant to this award
- have completed, or be due to complete, their training in Victoria
- have a Training Contract registered with the Victorian Registration and Qualifications Authority (VRQA)
- not be enrolled at school
- be a permanent resident of Australia.

Student information	
Student ID	
Full name	
Street address	
Suburb	
Postcode	
Email address	
Phone number	
Date of birth	

Course details

Course name	
Course code	
Course duration	
Campus attending	
Employer	

Selection Criteria

Criterion 1 – Career and study achievements

Word limit: 150–400 words

Things to consider

- Why did you choose your course?
- What have you learnt throughout your training?
- How have you grown personally and professionally?
- What you have gained from your traineeship.
- How you have contributed to your workplace.

Career and study achievements statement

Criterion 2 – Team and communication skills

Word limit: 150–400 words

Things to consider

- What have you shared with workmates, employers, family or friends about your training?
- Your experience working as part of a team.
- Communication skills you have developed.
- Personal qualities that positively influence others.

Team and communication skills statement

Criterion 3 – Ability to be an ambassador for training

Word limit: 150–400 words

Things to consider

- Leadership roles you have undertaken.
- Opportunities where you have represented your course, Federation TAFE or another organisation.
- How you promote vocational education and training.
- How you would describe the quality of your training experience.

Ability to be an ambassador for training statement

Criterion 4 – Other qualities and pursuits

Word limit: 150–400 words

Things to consider

- Challenges you have overcome during your training.
- Examples of initiative you've demonstrated.
- Qualities that would make you an outstanding Trainee of the Year.
- Community involvement, volunteering or industry participation.

Other qualities and pursuits statement

Supporting documentation

Please attach the following documentation when submitting your application:

- ☐ Current statement of results
- ☐ Supporting documentation (if applicable)

Teacher referee statement

A supporting statement from the student's teacher is required.

Please provide a statement outlining why the nominee is deserving of the Federation TAFE Trainee of the Year Award.

Word limit: 150–250 words

Things to consider

- Academic achievement and technical competency.
- Professional growth throughout the traineeship.
- Workplace contribution and professionalism.
- Leadership and communication skills.
- Commitment to vocational education and lifelong learning.
- Workplace readiness and future potential.
- Why this trainee stands out among their peers.

Teacher referee statement

Employer referee statement

A supporting statement from the student's employer is required.

Please provide a statement outlining the nominee's contribution to the workplace and why they are deserving of this award.

Word limit: 150–250 words

Things to consider

- Workplace performance and technical capability.
- Professionalism and reliability.
- Initiative and willingness to learn.
- Communication and teamwork.
- Commitment to safe work practices.
- Overall contribution to the workplace.
- Future potential within the industry.

Employer referee statement

Nominator details

Nominator name	
Position	
Date	

Program manager endorsement

The program manager confirms their support for this nomination and verifies that the information provided is accurate to the best of their knowledge.

- ☐ Yes, I endorse this nomination.
- ☐ No, I do not endorse this nomination.

Program manager name: _____

Signature: _____

Date: _____