## THE TRAINEE JOURNEY

PRE ADMISSION	ORIENTATION	TRAINING COMMENCEMENT	WORKPLACE AND TRAINING	COMPLETION
	1 WEEK	3 WEEKS	2 - 11 MONTHS	12 MONTHS
RECRUITMENT DRIVE	INDUCTION	ESSENTIAL SKILLS	WORKPLACE AND TRAINING	COMPLETION
<ul> <li>LLN Assessments</li> <li>Interviews with Training /HR</li> <li>Register USI - Unique Student Number</li> </ul>	<ul> <li>Employment &amp; Training sign-ups</li> <li>MGC Staff Handbook</li> <li>WAI Student Handbook</li> <li>LLN review &amp; activities</li> <li>Fire Awareness</li> <li>Diversy Chemicals</li> <li>Community Services</li> </ul>	<ul> <li>WHS</li> <li>Clean Premises</li> <li>Food Safety</li> <li>Healthy lifestyle</li> <li>Mentoring</li> <li>Budgeting</li> <li>TSP - Training &amp; Support Plans</li> </ul>	<ul> <li>Job Skills Sets &amp; demonstrations</li> <li>TSP</li> <li>Completion of all assessments</li> <li>Completion Notification</li> </ul>	<ul><li>Resumes</li><li>Graduation</li><li>Issue Certificate</li></ul>

This timeline represents key phases of a trainee's journey at MGC. During the *Pre-admission* stage, you would have received information regarding the qualification you are undertaking to allow you to make a well-informed decision. If successful, the *Orientation* stage ensures you understand what is required of you during the course. There is *Support and Progression* monitoring throughout the course while; *Training and Assessment* is split into Blocks of training and the *Completion* stage ensures you have met all training package requirements to be issued with certification.