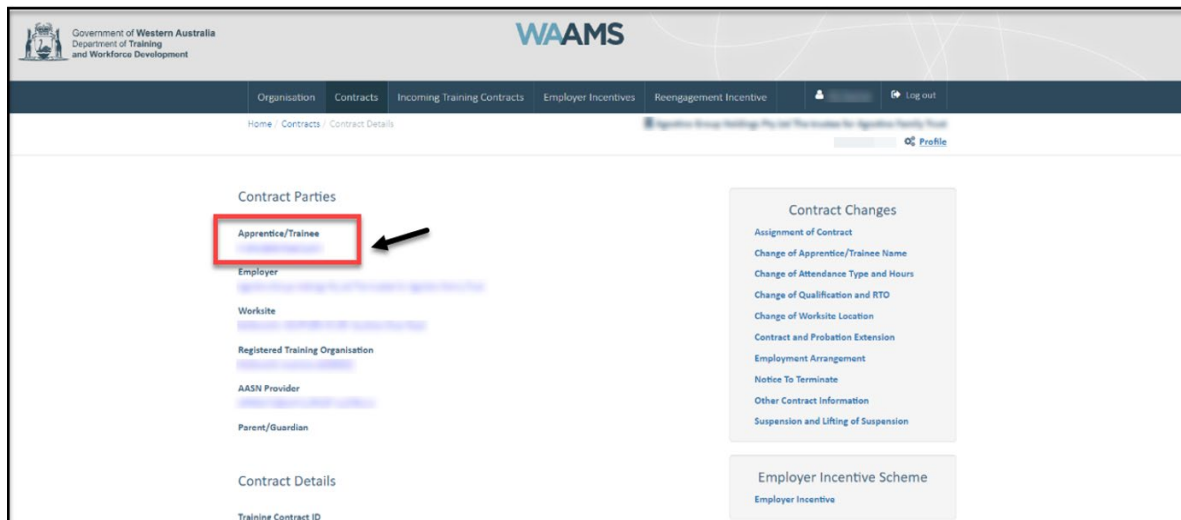
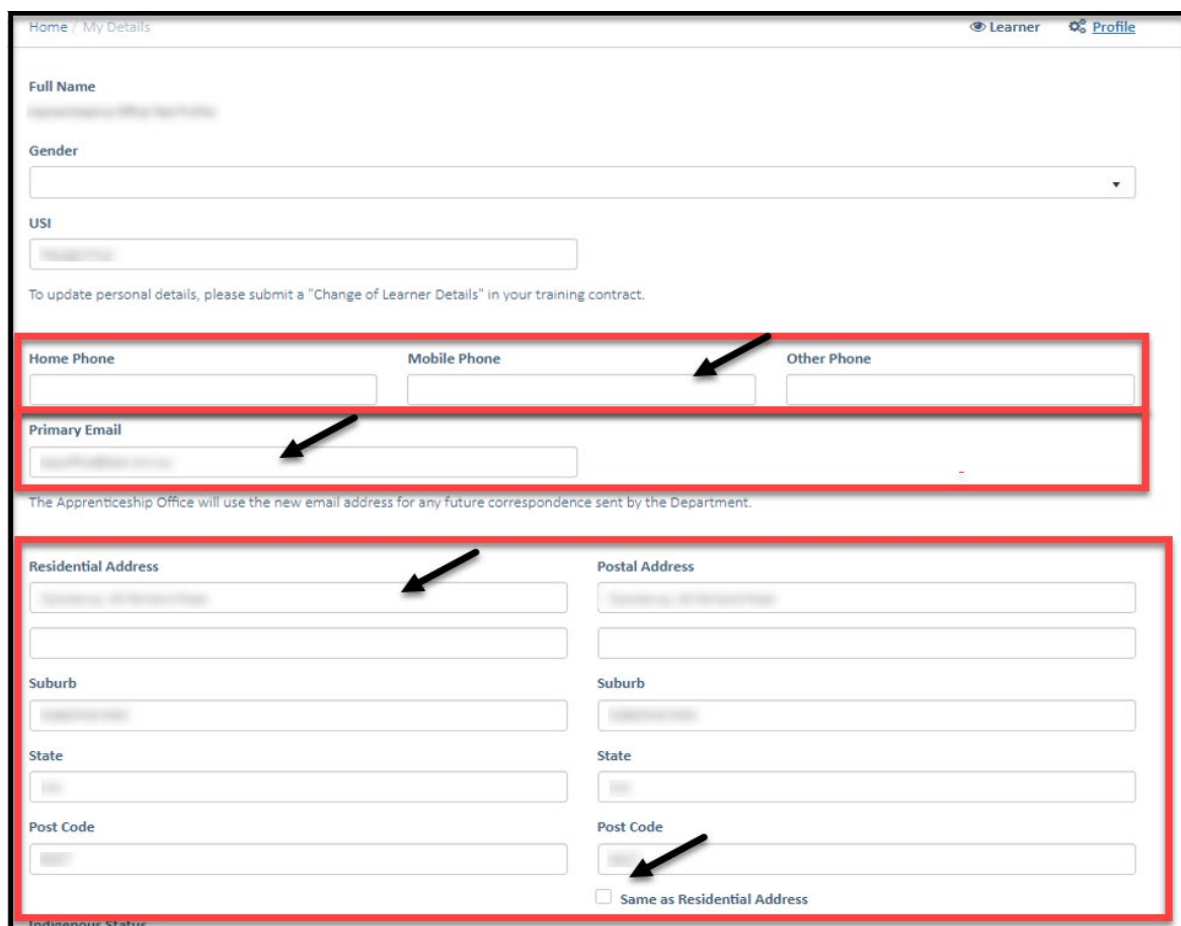




3. Click on the **Apprentice/Trainee** name.



4. Update the **apprentice/trainee's residential and postal address**, as well as their **contact number** and **email address**.



5. Click on **Submit**.

