

For all Training Provider staff

# Contract Notification

<b>CN No.</b>	<b>2018-19</b>	<b>Date:</b>	<b>15 August 2018</b>
<b>To:</b>	Chief Executive Officer or equivalent		
<b>Purpose:</b>	Variation to Contract		
<b>Scope:</b>	All 2018-19 VET Funding Contracts		
<b>Subject:</b>	<b>2018 Guidelines About Determining Student Eligibility and Supporting Evidence – version 4.0</b> <b>2018 Guidelines About Fees – version 2.0</b>		

## Purpose

- This Contract Notification is to advise training providers that the 2018 Guidelines About Determining Student Eligibility and Supporting Evidence (the Eligibility Guidelines) and the 2018 Guidelines About Fees (the Fees Guidelines) have been revised and new versions have been published on SVTS.

## Background

- The Department of Education and Training (the Department) has made amendments to the Eligibility Guidelines to:
  - update the Pre-Apprenticeship and Pathway Qualifications List; and
  - reflect particular requirements of the following new initiatives:
    - The Skills Uplift Pilot Program;
    - The TAFE NDIS Training Campaign; and
    - Free TAFE for Priority Courses.
- The Department has made amendments to the Fees Guidelines to reflect the requirements of the Free TAFE for Priority Courses initiative.

## Main Points

- This Contract Notification is to advise training providers of amendments to the Eligibility and Fees Guidelines.

### *Amendments to update the Pre-Apprenticeship and Pathways Qualifications List*

- Attachment 2 of the Eligibility Guidelines – the Pre-Apprenticeship and Pathways Qualifications List has been updated to reflect that the following courses now replace previous versions:
  - AUR20218 Certificate II in Automotive Air Conditioning Technology
  - FBP20217 Certificate II in Baking
  - 22470VIC Certificate II in Engineering Studies
  - AMP20117 Certificate II in Meat Processing (Food Services).
- In addition, 22145 Certificate II in Joinery/Shopfitting/Stairbuilding (Pre-apprenticeship) has been removed as this course has expired.

### *Amendments to reflect new initiatives*

- The Department has introduced the following initiatives involving activity that students can participate without it resulting in any impact on their future Entitlement to Funded Training:
  - **The Skills Uplift Pilot Program** that enables students to participate in a specially created 'Course in...' or a skillset tailored to industry needs; and
  - The **TAFE NDIS Training Campaign** that enables students to participate in the '22469VIC - Course in Introduction to the National Disability Insurance Scheme'.
- The Eligibility Guidelines have been amended to reflect that if a student seeking to enrol in *Skills First* training has participated in either the Skills Uplift Pilot Program or the has completed the '22469VIC - Course in Introduction to the National Disability Insurance Scheme', it must not be taken into account when assessing:
  - the course maximum for the purposes of the 'two in a year' limit and the 'two at a time' limit (Clauses 2.3 (a) and (b) of Schedule 1 of the VET Funding Contract); and/or
  - the course maximum for the purposes of the 'two at level in a lifetime'; and/or 'two 'Courses in...' in a lifetime' criteria (Clauses 2.3 (c) and (d) of Schedule 1 of the VET Funding Contract).
- The Department has also introduced the **Free TAFE for Priority Courses initiative**. As part of this initiative, TAFEs and dual sector universities must apply a fee waiver/exemption to eligible students that undertake a course on the Free TAFE for Priority Courses List.
- To assist with implementation of the Free TAFE for Priority Courses initiative, the following change has been made to the *Evidence of Student Eligibility and Student Declaration* form:
  - inserting an additional Question 5 in the *Evidence of Student Eligibility and Student Declaration* form to ask about a student's education history specific to training in any course on the 'Free TAFE for Priority Courses List' **NOTE: This question is only required to be completed for TAFE or Dual Sector university enrolments.**
- In addition, to reflect the requirements of the Free TAFE for Priority Courses initiative, the Fees Guidelines have been updated to state that TAFE and Dual Sector universities must not charge a tuition fee for enrolment by an Eligible Individual who commences a course on the Free TAFE for Priority Courses list on or after 1 January 2019 where the individual meets the requirements for this fee waiver/exemption.

### **Resources**

- 2018 Guidelines About Determining Student Eligibility and Supporting Evidence (Version 4.0) published in the 'Documents' section of SVTS
- 2018 Guidelines About Fees (version 2.0) published in the 'Documents' section of SVTS
- The amendments made to the Guidelines are highlighted in grey within the documents for reference.

### **Critical Dates**

- Effective immediately.

### **Greg Norton**

Executive Director  
Training Market Services