Department of Education and Training – Higher Education and Skills

Contract Notification

CN No.	**2016-02**	Date:	**18 January 2016**
To:	Chief Executive Officer or equivalent		
Purpose:	Information only		
Scope:	2014-2016 VET Funding Contracts All 2016 VET Funding Contracts		
Subject:	**Application process for 2016 Training and Assessment Approved Provider List**		

For all RTO staff

Purpose

- This Contract Notification is to advise RTOs of the Application process for inclusion on the Training and Assessment Approved Provider List 2016.

Background

- Delivery of high quality training and assessment is one of four key areas the Government committed to addressing following the Review of Quality Assurance in Victoria's VET System (the Quality Review).

- In response to the Quality Review, the Government committed to creating a list of providers approved to deliver trainer and assessor qualifications within the government funded system.

- This is in recognition of the level of risk associated with potential poor quality delivery of the mandatory qualification that trainers and assessors must hold to teach within the VET system.

Main Points

How the Training and Assessment Approved Provider List 2016 will operate

- The Department has introduced into 2016 versions of the VET Funding Contracts:

    o a list of restricted courses known as the Training and Assessment Course List (the TAA List); and

    o a list of approved providers known as the Training and Assessment Approved Provider List 2016 (the TAA APL).

- The TAA List is based on Item 1 of Schedule 1 of the National Standards for Registered Training Organisations (RTOs) 2015 and initially consists of only one qualification: TAE40110 – Certificate IV in Training and Assessment.

- The TAA List may be altered from time to time, to reflect regulatory or other requirements and changes (e.g. superseded versions or skillset additions).

- Once the application process is completed and the TAA APL is activated, only contracted RTOs who are on the TAA APL will be eligible to claim for and receive VTG funds for new commencements in training and assessment related to the TAE40110 – Certificate IV in Training and Assessment.

- The Department will continue to fund students from all contracted RTOs who commenced prior to the date the TAA APL is activated. It is anticipated that the TAA APL will be made active in early April 2016.

The Application Process

- The application process for RTOs to be considered for inclusion on the TAA APL will be managed on behalf of the Department by the VET Development Centre.

- Only RTOs with a current VET Funding Contract and who have the TAE40110 – Certificate IV in Training and Assessment on their Funded Scope, as at 1 February 2016 when the application period opens, will be eligible to make an application for inclusion on the TAA APL.

- RTOs considering making an Application are encouraged to firstly use the Pre-Application Self-Assessment and Planning document (**Attachment A**), to:

    o self assess their likelihood of success and make an informed decision to apply before working on their Application and paying the fee; and

    o learn what is required in the application and begin to prepare for making an Application.

- RTOs that wish to proceed with making an application must follow the Application Guide (**Attachment B**). RTOs will be required to provide documentary evidence of their practice, which will be considered by appropriately skilled evaluators.

- Applications can only be made online, using a dedicated website (http://tae.moodle.com.au/). **Note:** This website will not be active until 1 February 2016, when the application period opens.

- An application fee of $770 (inclusive of GST) applies, which covers the cost of evaluation of the application. This is to be paid by credit card.

- The Application period closes at 2.00 pm 19 February 2016 (AEDT). Late applications will not be accepted.

- Applicants will be notified by the Department of the outcomes of their application in March 2016.

- It is anticipated that the TAA APL will be made active in early April 2016.

Critical Dates

- Applications open at 2.00 pm (AEDT) on 1 February 2016 and close at 19 February 2016.

- Applicants will be notified by the Department of the outcomes of their application in March 2016.

- The TAA APL List is expected to be activated in April 2016.

- RTOs that are not on the TAA APL will not be able to receive VTG funding for new commencements following the activation of the TAA APL in April 2016.

Relevant Resources

- **Attachment A –** Pre-Application Self-Assessment and Planning document

- **Attachment B -** Application Guide

Lee Watts
Executive Director
Training Market Operations

Self Assessment and planning for RTOs considering making an Application to be included on the Training and Assessment Approved Provider List for 2016.

RTOs considering making an Application to be included on the Training and Assessment Approved Provider List for 2016 are strongly advised to use this document:

- to self assess their likelihood of success and make an informed decision to apply **before** working on their Application and paying the fee; and

- to learn what is required in the Application and begin to prepare for making an Application.

This document is closely based on the Application and gives information on the documentation required in a completed Application.

Applications must be lodged before 2 pm AEDT on Friday 19 February 2016.

This document is not evidence and should not be included in your Application.

Step 1 - Unpack your provision of TAE40110 Certificate IV in Training and Assessment and consider your ability to provide evidence of high quality practice.

Consider the following statements carefully and select and record your RTO's response to them.

Statement	Tick for YES
***Our RTO has the staff and facilities to provide a high quality service in delivery of TAE40110 Certificate IV in Training and Assessment.	☐
***Our RTO has a satisfactory performance history in the provision of a high quality service in delivery of TAE40110 Certificate IV in Training and Assessment.	☐
A. Background information	
***Our RTO has a current VET Funding Contract and has TAE40110 Certificate IV in Training and Assessment is on our RTO's Funded Scope as provided by DET.	☐
B. Human resources for TAE service	
* I can provide the name, qualifications and evidence of current competency for all people providing the TAE service at our RTO**.	☐

Documentary evidence providing:
• The name and qualifications of each person providing the TAE service.
• Certified copies of each person's trainer and assessor qualifications, including transcripts of units studied and results obtained.
• A Curriculum Vitae for each person giving details of:
   – professional development on vocational education and training attended in 2014 and 2015; and
   – industrial experience in vocational education and training
can be provided electronically.
	☐

C. **Pre-enrolment advice and participant selection process**	
*Our RTO provides comprehensive information to people interested in undertaking TAE40110 Certificate IV in Training and Assessment and conducts a thorough pre training review prior to enrolment to determine if the training is suitable for the applicant.	☐
A document providing evidence of the information provided to people interested in undertaking TAE40110 Certificate IV in Training and Assessment and the details of pre training review of applicants can be provided electronically.	☐
D. **Delivery and assessment of TAE40110 Certificate IV in Training and Assessment**	
*Our RTO has a comprehensive Training and Assessment Strategy that describes our high quality delivery of TAE40110 Certificate IV in Training and Assessment which specifies provision of sufficient resources and time for learners to develop the required skills and knowledge.	☐
A document evidencing the Training and Assessment Strategy prepared by our RTO to describe the delivery of TAE40110 Certificate IV in Training and Assessment to learners at our RTO can be provided electronically.	☐
E. **Delivery of core units**	
*Delivery of each core unit in TAE40110 Certificate IV in Training and Assessment at our RTO is supported by a comprehensive learning program and a comprehensive assessment tool.	☐
A document evidencing the learning programs and assessment tools for all core units in the TAE40110 Certificate IV in Training and Assessment delivery at our RTO can be provided electronically.	☐
F. **Validation of assessment**	
*Our RTO has a record of validation conducted of our assessment of TAE40110 Certificate IV in Training and Assessment conducted in 2015 and has a plan for validation of our assessment of TAE40110 Certificate IV in Training and Assessment in 2016. These are comprehensive and demonstrate a commitment to continuous improvement.	☐
A document evidencing our RTO's validation record of our assessment of TAE40110 Certificate IV in Training and Assessment in 2015 and our RTOs plan for validation of our assessment of TAE40110 Certificate IV in Training and Assessment in 2016 can be provided electronically.	☐

Step 2 – Evaluate your responses

If you have answered Yes to all of the statements above and you are able to provide comprehensive, self explanatory evidence electronically, you are ready to make an Application to be included on the Training and Assessment Approved Provider List for 2016.

If you have answered Yes to the statements marked * above, but not to all the other statements you need to work on your documentation before you are ready to make an Application to be included on the Training and Assessment Approved Provider List for 2016. There are five comprehensive documents to be uploaded as you complete the Application.

If you have not answered Yes to all the statements marked * above your RTO does not currently have, or cannot evidence, the high quality practices necessary to be included on the Training and Assessment Approved Provider List for 2016 and you should reconsider making an Application.

Step 3 – Other things to consider

In deciding whether to make an Application to be included on the Training and Assessment Approved Provider List for 2016 you should also consider:

- the requirement that your RTO has a current VET Funding Contract;

- the requirement that your Application focus on delivery of TAE40110 Certificate IV in Training and Assessment and that this qualification must be on your RTO's Funded Scope as provided by DET when the application process opens;

- that applications open on Monday 1 February 2016 and the final date for Applications to be received is 2 pm AEDT on 19 February 2016, plus your organisation's capacity to prepare an Application in that time frame;

- that all evidence provided must clearly represent work done at your RTO;

- that all documents must be provided at the time of Application as there is no facility for late additions;

- that all documents must be saved as a .pdf for upload. Files can be up to 1 GB each; and

- the fee of $770 (inclusive of GST) to cover the cost of the evaluation, which is to be paid by credit card before the Application is submitted.

Thank you for taking the time to self assess before making an Application to be included on the Training and Assessment Approved Provider List for 2016.

Training and Assessment Approved Provider List for 2016: Guide to making an application

This document has been prepared to assist Registered Training Organisations (RTOs) considering an application to be included on the Training and Assessment Approved Provider List for 2016. RTOs should read this document in conjunction with the *Pre-Application Self-Assessment* for this initiative.

The Department of Education and Training (DET) has engaged the VET Development Centre to administer an application and evaluation process. Based on the findings of that process, the VET Development Centre will make recommendations to DET of an applicant RTO's suitability to be included on the Training and Assessment Approved Provider List for 2016. The VET Development Centre and a team of external evaluators will provide independent, expert advice to DET.

Please see **Question 3** to determine whether your RTO is eligible to apply.

This document is in question and answer format, and is divided into the following three sections:

1. Introduction
2. Developing an application to be an Approved Provider
3. Submission and evaluation processes

Important: Applications must be lodged before 2:00pm AEDT (14:00) on Friday 19 February 2016.

Key considerations as you progress your application:

- **Complete the Self-Assessment questions. Also review the additional information in the Pre Application Self-Assessment and Planning document to assess your likelihood of success and make an informed decision about proceeding;**

- **Review the information in this document to gain an overview of the process;**

- **Start preparing the documentary evidence required well before the closing date. Details of what is required are supplied in this document;**

- **Use the RTO Checklist and the Pre-Application Self-Assessment and Planning document as you prepare your evidence to ensure you are preparing all required documents;**

- **Make sure your evidence is succinct and targeted to the requirements outlined in this document. Excessive and irrelevant information will weaken your application and may cause difficulties with the evaluation of your application;**

- **Start submission of your Application well before (at least 24 hours) the closing time so any issues with your IT system or unforseen problems can be addressed before the closing time;**

- **Read and follow the instructions on the application site carefully as your submission is made. They provide the detail to guide you through the process;**

- **Allow at least 4 hours to upload your documentary evidence; and**

- **Make sure you are able to make a credit card payment of $770 (inclusive of GST) as you submit.**

Introduction

Q1   **What is this approval process based on?**

A1   This approval process is based on your RTO's delivery and assessment of TAE40110 Certificate IV in Training and Assessment. You will provide documentary evidence of your RTO's work in this area. The evaluators will look for evidence that your RTO provides a high quality service in the delivery of TAE40110 IV Certificate in Training and Assessment. The term 'delivery' covers all aspects of providing TAE40110 Certificate IV in Training and Assessment including pre-training information, participant selection, planning, resources, training, assessment and validation of assessment.

Q2   **What does it mean if your RTO is included on the Training and Assessment Approved Provider List for 2016?**

A2   Your RTO will be eligible for VTG funding to deliver the qualifications listed on the Training and Assessment Course List if:
- your RTO has a current VET Funding Contract; and
- your RTO is included on the Training and Assessment Approved Provider List for 2016,

Currently the only qualification on the Training and Assessment Course List is TAE40110 Certificate IV in Training and Assessment.

Your RTO's inclusion on this DET compiled list indicates you were seen to have provided evidence of a high quality service in delivery of TAE40110 Certificate in Training and Assessment. This decision is made by DET based on the recommendations of the evaluators in this approval process.

If your RTO has a VET Funding Contract but you are NOT included on the Training and Assessment Approved Provider List for 2016, you will not be eligible to deliver qualification on Training and Assessment Course List after the date that the Training and Assessment Approved Provider List becomes active. The Department will advise all contracted RTOs of this date via a Contract Notification on SVTS.

Q3   **Is my RTO eligible to apply for the Training and Assessment Approved Provider List for 2016?**

A3   To be eligible to apply, an RTO must have
- a current VET Funding Contract; and
- TAE40110 Certificate IV in Training and Assessment on its Funded Scope as at Monday 1 February 2016 (the opening date of this process).

Q4   **How does an RTO become an Approved Provider?**

A4   RTOs have to apply to become an Approved Provider. RTOs must submit the required information and documents via a dedicated application website: http://tae.moodle.com.au. The site will not be live before Monday 1 February 2016 at 2:00pm AEDT (14:00).

Each RTO that submits an application is also required to make a payment of $770 (including GST) to the VET Development Centre for the evaluation of its submission. The VET Development Centre will not commence an evaluation until payment has been received. Instructions for payment are provided within the application site.

Q5 How can an RTO ask a question about the application process for the Training and Assessment Approved Provider List?

A5 Please read this document carefully, as well as all other information provided before submitting a question.

All questions about this application process must be submitted in writing by email to taeadmin@vetcentre.vic.edu.au. Questions may only be submitted by email after applications open on Monday 1 February at 2:00 pm AEDT (14:00). An answer will be provided by email within two working days.

If a question is relevant to all potential applicants, the response may be shared in Site News on the home page of http://tae.moodle.com.au. Applicants are advised to check the Site News as submissions are prepared, in case new information is added.

Questions relating to the progress or the outcome of the evaluation process will not be answered during the process or after the closing date.

Developing an application to be an Approved Provider

Q6 What must an RTO submit as part of its application?

A6 An RTO must submit evidence based on delivery of TAE40110 Certificate IV in Training and Assessment. The term 'delivery' covers all aspects of providing TAE40110 Certificate IV in Training and Assessment including pre-training information, participant selection, planning, training, resources, assessment and validation of assessment. The evidence comprises five documents. Each document provides evidence against one of the five Evaluation Criteria. Advice on how to provide evidence against the Evaluation Criteria is given at **Questions 10 - 15**.

Q7 What are the evaluation criteria?

A7 The Evaluation Criteria are as follows.

Evaluation Criterion 1:	**Human resources for TAE service**: details of the staff responsible for providing the training and assessment of TAE40110 Certificate IV in Training and Assessment at your RTO.
Evaluation Criterion 2:	**Pre-enrolment advice and participant selection process**: the information your RTO provides to people interested in undertaking TAE40110 Certificate IV in Training and Assessment at your RTO and details of your Pre Training Review of these applicants.
Evaluation Criterion 3:	**Delivery and assessment of TAE40110 Certificate IV in Training and assessment**: a Training and Assessment Strategy that describes delivery of TAE40110 Certificate IV in Training and Assessment at your RTO.

Evaluation Criterion 4:	**Delivery of core units**: the learning programs (which give a comprehensive description of how the units are delivered) and the assessment tools used at your RTO for delivery of the core units of competency in the TAE40110 Certificate IV in Training and Assessment.
Evaluation Criterion 5:	**Validation of assessment**: the validation completed in 2015 of your RTOs assessment of TAE40110 Certificate IV in Training and Assessment and the validation planned for 2016.

Q8   **Which documents must be submitted?**

A8   The required documents are:

A. The RTO Application

This form is built into the website and is available when you enter the application process on the website. It is completed as you move through the process.

B. Supporting documents for the application

As you complete your application you will be asked to submit documentary evidence of your RTO's capability against each Evaluation Criterion.

1) Evidence of the human resources your RTO uses in its delivery of TAE40110 Certificate IV in Training and Assessment.

2) Evidence of the pre-enrolment advice, pre-training review and selection process for participants in TAE40110 Certificate IV in Training and Assessment at your RTO.

3) Evidence of a Training and Assessment Strategy used to plan your RTO's delivery of TAE40110 Certificate IV in Training and Assessment.

4) Evidence of your RTO's delivery and assessment of the core units of TAE40110 Certificate IV in Training and Assessment.

5) Evidence of your RTOs validation plan and validation of assessment of TAE40110 Certificate IV in Training and Assessment.

Each file can be up to a maximum size of 1 gigabyte. Only documents with high resolution graphics will approach this limit.

Each file should fully address the Evaluation Criterion it is evidencing.
It is very important that each of the five documents you submit fully meets the requirements of its corresponding evaluation criterion. Your application must meet the standard in **all** five criteria. It is essential that the evidence provided shows consistency in the delivery of TAE40110 Certificate IV in Training and Assessment at your RTO.

All documents must be saved under the specified file names described in **Question 19** and be ready to upload as the RTO Application is completed. There will be **no** opportunity to provide evidence at a later stage.

VET DEVELOPMENT CENTRE
Building Workforce Capability

Q9 **I use, or have used, subcontractors in our RTO's delivery of TAE40110 Certificate IV in Training and Assessment. Does this affect my application?**

A9 The 2016 VET Funding Contract will not allow RTOs to subcontract any aspect of qualifications on the Training and Assessment Course List once the Training and Assessment Approved Provider List is active. As such, all evidence provided should relate to the direct delivery of TAE40110 Certificate IV in Training and Assessment by your RTO.

You may submit evidence of any subcontractor's business strategies if this evidence is relevant to demonstrating high quality practice in the delivery of TAE40110 Certificate IV in Training and Assessment at your RTO, and there is clear evidence that all delivery will be conducted directly by your RTO and not though a subcontracting arrangement. All evidence submitted must be what is actually in use at your RTO.

Q10 **What will evaluators look for in the documentary evidence submitted?**

A10 Evaluators will expect that any RTO making application to be included on the Training and Assessment Approved Providers List for 2016 will:
- have TAE40110 Certificate IV in Training and Assessment on their scope of registration as shown on training.gov.au; and
- meet all compliance requirements in the delivery of the qualification.

Evaluation will be underpinned by the TAE10 training package, the VET Quality Framework, the Standards for Registered Training Organisations (RTOs) 2015/or AQTF and VRQA Guidelines, Australian Skills Quality Authority Fact Sheets, the Australian Qualification Framework and other relevant VET sector documentation.

Evaluators will expect the documentary evidence to show that the RTO's delivery of TAE40110 Certificate IV in Training and Assessment is of high quality, exceeding compliance requirements and modelling best practice.

Q11 **What documentary evidence should an RTO provide for Evaluation Criterion 1: Human resources for TAE delivery?**

A11 The required documentary evidence should be **one PDF file** organised in two parts:

Part 1
- The name and qualifications of each person providing the TAE delivery collated into a list.

That is a list of the name and qualifications of each person providing your TAE service as follows.

Name	Trainer and assessor (T & A) qualifications
Person 1	T & A qualifications held by person 1
Person 2	T & A qualifications held by person 1
etc	

Part 2
- Certified copies of each person's trainer and assessor qualifications, including transcripts of units studied and results obtained.
- A Curriculum Vitae for each person giving details of:
  - professional development on vocational education and training attended in 2014 and 2015; and
  - industry experience in vocational education and training.

That is certified copies of qualifications, results transcripts and a CV for each person collated under that person's name as follows:

Name person 1 followed by qualifications, transcripts and CV for person 1
Name person 2 followed by qualifications, transcripts and CV for person 2   etc.

Q12   **What documentary evidence should an RTO provide for Evaluation Criterion 2: Pre-enrolment advice and participant selection process?**

A12   The required documentation is:
- The information provided by your RTO to people considering studying the TAE40110 Certificate IV in Training and Assessment at your RTO.
- The Pre Training Review (PTR) used by your RTO for applicants to study the TAE40110 Certificate IV in Training and Assessment.
- Documentation giving advice to staff at your RTO on administering the PTR and using the information gathered by the PTR.

Q13   **What documentary evidence should an RTO provide for Evaluation Criterion 3: Delivery and assessment of TAE40110 Certificate IV in Training and Assessment?**

A13   The required documentation is a Training and Assessment Strategy prepared by your RTO to describe the delivery and assessment of the TAE40110 Certificate IV in Training and Assessment to learners at your RTO.

Q14   **What documentary evidence should an RTO provide for Evaluation Criterion 4: Delivery and assessment of core units?**

A14   The required documentation is the learning programs (which give a comprehensive description of how the units are delivered) and assessment tools for **all** the core units of TAE40110 Certificate IV in Training and Assessment.

Q15   **What documentary evidence should an RTO provide for Evaluation Criterion 5: Validation of assessment?**

A15   The required documentation is:
- Your RTO's record of validation of TAE40110 Certificate IV in Training and Assessment in 2015.
- Your RTO's validation plan for TAE40110 Certificate IV in Training and Assessment in 2016.

Submission and evaluation processes

Q16   **How does an RTO submit an Application?**

A16   The application process is provided on the website (which will be live on 1 February 2016). It involves the following steps:

1. complete the RTO Application provided on this website, uploading the required documents;

2. make the fee payment of $770 (inclusive of GST), which covers the cost of evaluation of the application. This is to be done by credit card; and

3. submit the RTO Application with the required documentation before the closing time of 2:00pm AEDT (14:00) on 19 February 2016.

Q17 **How does an RTO pay the application fee?**

A17 The application fee is $770 (inclusive of GST). It must be paid by credit card as the Application is completed. Clear instructions for payment are given in the application process.

Please note it is most important that you provide your TOID as an identification reference when you make your payment.

Q18 **Can the Application be completed over an extended period of time?**

A18 Yes. An RTO can build an Application over a period of time, logging in and out of the website as convenient. There is a tracking function on the website that is automatically ticked as each section is completed. This can be used to track your progress. Please start early and allow enough time to prepare your evidence for uploading.

RTOs are encouraged to take the time to make sure the Application is complete and the evidence provided is clear, giving true representation of the quality of the RTO's work. As a file is uploaded there are two opportunities for RTOs to check (and then recheck) that the correct file is being provided. When the file is finally submitted you cannot substitute another file.

The Application must be completed and submitted by 2:00pm AEDT (14:00) on 19 February 2016.

Q19 **How does an RTO name the files to be uploaded?**

A19 The file must be saved as a .pdf and named as follows.

The file name consists of:
- the RTO's TOID (which is the Training Organisation Identifier number assigned to the RTO on registration);
- the file number (which aligns to the criterion evidenced) as in the example below;
- the name of the criterion evidenced within the document; and
- 2016.

Example
If the RTO with Training Organisation Identifier 5889 is applying it would tender five files named as follows:

File name	Evidence in file
5889_1_staff2016.pdf	Documentation of staff who delivery the TAE40110 Certificate IV in Training and Assessment.
5889_2_pre-enrolment2016.pdf	Evidence of pre-enrolment engagement with TAE40110 Certificate IV in Training and Assessment participants.
5889_3_tas2016.pdf	Evidence of planning to deliver the whole of the TAE40110 Certificate IV in Training and Assessment qualification.
5889_4_core2016.pdf	Evidence of detailed planning to deliver and assess the core units of TAE40110 Certificate IV in Training and Assessment
4763_5_validation2016.pdf	Evidence of validation practice for TAE40110 Certificate IV in Training and Assessment.

VET DEVELOPMENT CENTRE
Building Workforce Capability

Q20   **What if there is a virus in a file or the file is corrupted?**

A20   The applicant is responsible for checking the file before uploading. If a virus or other corruption is found in a file during the application process the applicant may not be able to upload the file and it may not be readable by evaluators.

Q21   **What is the internal process by which the Application will be evaluated?**

A21   Evaluation will not commence unless the fee of $770 (inclusive of GST), which covers the evaluation costs, has been paid. Payment must be made by credit card when finalising the application.

The RTO Application will be checked to ensure all required details are given, that the RTO has a current VET Funding Contract and that TAE40110 Certificate IV in Training and Assessment is on the RTO's Funded scope (provided by DET).

Once the application passes these checks, the evidence will be evaluated by independent experts. This evaluation includes an appropriate degree of quality assurance and expert moderation.

Please note:

1. the evaluation is based on submitted evidence ONLY. That is, the information provided on application items built into the website and the five supporting documents requested;

2. no further information will be requested or accepted after submission;

3. there will be no opportunity to elaborate on the application through further discussion or questions;

4. applications may be rejected if incomplete, illegible or containing irrelevant information; and

5. the VET Development Centre will recommend which RTOs are to be included on the Training and Assessment Approved Provider List for 2016. The final decision on inclusion or non inclusion will be made by the Department of Education and Training (DET).

Q22   **How will an RTO be notified of the outcome of the Application?**

A22   RTOs will be notified by DET of the outcome of all completed Applications. It is expected that outcomes will be communicated in early April 2016. The VET Development Centre will not provide feedback to applicants on their applications.

The Training and Assessment Approved Provider List will become active shortly after RTOs are notified of their application outcome. Once active, only Approved Providers will be eligible to commence and claim for students under the VTG for qualifications listed on the Training and Assessment Course List.
Similarly, RTOs with a VET Funding Contract that are not Approved Providers will be unable to commence and claim for students under the VTG for qualifications listed on the Training and Assessment Course List. These RTOs may continue to train, and the Department will continue to fund, commencements prior to the date on which the Approved Provider List becomes active, until these students complete or withdraw from their course.

The Department will provide a detailed schedule of relevant dates via a Contract Notification published on SVTS in early February 2016.