

# Contract Notification

<b>CN No.</b>	<b>2022-11</b>	<b>Date: 25 July 2022</b>
<b>To:</b>	Chief Executive Officer or equivalent	
<b>Purpose:</b>	General Information	
<b>Scope:</b>	All 2022 VET Funding Contracts (version 3.0)	
<b>Subject:</b>	<b>Release of Foundation Skills Assessment Guidelines – Requests for additions to 2022 Funded Scope</b>	

## Purpose

This Contract Notification is to advise training providers about the release of the Foundation Skills Assessment Guidelines as part of the broader process for lodging requests for additions to Funded Scope in 2022 outlined in the Contract Notification CN 2022-07.

## Background

On 5 May 2022, the Department of Education and Training published CN 2022-07, which provided details about the process for lodging requests for additions to Funded Scope and increases in commencement allocations.

The Contract Notification advised training providers that further guidance on the application process for those seeking inclusion on the Foundation Skills Approved Providers List would be provided.

Inclusion on the Foundation Skills Approved Providers List is an optional initiative for training providers.

## Main Points

The Department has engaged the VET Development Centre to administer the assessment and evaluation process for eligible training providers who:

- are not already on the Foundation Skills Approved Providers List to apply to be considered for inclusion; or
- are on the Foundation Skills Approved Provider List but seek to add an additional Domain.

The decision for a training provider to be included on the Foundation Skills Approved Providers List or to have an additional Domain added remains at the absolute discretion of the department, including (but not limited to) the department being satisfied with the results of the assessment and evaluation to be undertaken by the VET Development Centre.

## Resources

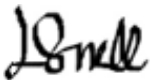
Training providers wishing to participate in the Foundation Skills assessment process need to refer to the following documents:

- Foundation Skills List
- Step 1: Foundation Skills Approved Provider List - guide to making an application
- Step 2: Foundation Skills Approved Provider List - pre-application self-assessment planning
- Step 3: Foundation Skills Approved Provider List - training provider checklist
- Step 4: Foundation Skills Approved Provider List - application form

These documents have been published in the 'Documents' section of Skills Victoria Training System.

## Critical Dates

The Foundation Skills assessment process opens from 25 July 2022.



**Lance Snell**

A/Executive Director

Training Market Services

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