

Contract Notification

CN No.	2018-24	Date:	19 September 2018
To:	Chief Executive Officer or equivalent		
Purpose:	Variation to Contract		
Scope:	All 2018-19 VET Funding Contracts		
Subject:	Job seekers referred to training by Commonwealth <i>jobactive</i> providers		

Purpose

- This Contract Notification is to advise training providers of a variation to the 2018-19 VET Funding Contract (the Contract) and a variation to the *2018 Guidelines About Fees* to change the arrangements for when a job seeker is referred to training by a Commonwealth *jobactive* provider and the job seeker has an entitlement to a concession.

Background

- The Contract and the *2018 Guidelines About Fees* include provisions that reflect an arrangement made some time ago between the Commonwealth Government and the Victorian Government to share the costs of training for job seekers participating in the *jobactive* program.
- Under this arrangement, the Department did not make a contribution to the training provider toward revenue forgone for referred job seekers as a result of charging a concession fee. Training providers were advised to invoice the referring agency directly for the portion of the tuition fee not covered by the referred job seeker.

Main Points

- This arrangement has now expired. Therefore, training providers are advised that they are no longer required to invoice the referring *jobactive* agency directly when a referred job seeker is enrolled in training and receives a concession fee.
- Instead, if a training provider enrolls a student referred to training by a *jobactive* provider and that student has an entitlement to a concession, the training provider can now receive a contribution from the Department for revenue forgone, in the same manner as for any other student that is charged a concession fee.
- Training providers are no longer required to sight and retain the Job Seeker Referral Form..
- The Contract is hereby varied as follows:

DELETED	INSERTED
Clause 13.34 of Schedule 1 is <u>deleted</u> : “The Department will not pay a Fee Concession Contribution to the Training Provider in relation to individuals who are referred job seekers. A referred job seeker for the purposes of this Clause 13.34 is an individual who holds a standard Job Seeker Referral Form. In these instances, with prior agreement of the referring agency, the Training Provider must invoice the referring agency directly for the portion of the tuition fee not covered by the referred job seeker. The Training Provider must report the correct Fee Concession/Exemption Identifier for this, which may be subject to annual reconciliation with the Commonwealth.”	A new Clause 13.34 is <u>inserted</u> , to retain the current sequence of numbering: “This Clause has been left intentionally blank”

- The *Guidelines About Fees* have also been revised and version 3.0 has been published in the ‘Documents’ section of SVTS. The changes are as follows:

DELETED	INSERTED
<p>Clause 3.10 is <u>deleted</u>:</p> <p>“For individuals entitled to a concession under Clauses 3.7 or 3.8 that are also referred Job Seekers with a standard Job Seeker Referral Form; the Training Provider must retain a copy of the original Job Seeker Referral Form and return the original to the individual. On enrolment, a copy of this form must also be returned by the Training Provider to the Job Seeker’s referring agency.”</p>	<p>A new Clause 13.10 is <u>inserted</u>, to retain the current sequence of numbering:</p> <p>“This Clause has been left intentionally blank”</p>
<p>Clause 3.11 is <u>deleted</u>:</p> <p>“The Department will not make a contribution to the Training Provider toward revenue forgone for referred Job Seekers as a result of charging Job Seekers the concession fee. With the prior agreement of the referring agency, the Training Provider must invoice the referring agency directly for the portion of the tuition fee not covered by the referred Job Seeker.”</p>	<p>A new Clause 13.11 is <u>inserted</u>, to retain the current sequence of numbering:</p> <p>“This Clause has been left intentionally blank”</p>

Resources

- The *2018 Guidelines about Fees* version 3.0 is published in the ‘Documents’ section of SVTS (Note: This version of the Guidelines also includes as an attachment the Free TAFE for Priority Courses List, previously published on SVTS as part of CN 2018-22).

Critical Dates

- Effective immediately.

Greg Norton

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