

For all Training Provider staff

Contract Notification

CN No.	2018-23	Date:	11 September 2018
To:	Chief Executive Officer or equivalent		
Purpose:	Contract Variation		
Scope:	All 2018-19 VET Funding Contracts Training Providers should note that this Contract Notification only impacts TAFE Institutes, Dual Sector Universities, Learn Local Organisation; the Centre for Adult Education and AMES		
Subject:	Contract Variation - TAFE and Learn Local Eligibility Exemptions increase from 15% to 20%		

Purpose

- The purpose of this Contract Notification is to vary 2018-19 VET Funding Contracts to increase the percentage of eligibility exemptions that may be granted in 2018 and 2019 by TAFEs and Learn Locals, and make other variations to Schedule 1, Clause 18 of these contracts.

Background

- Schedule 1, Clause 18 of 2018-19 VET Funding Contracts describes the terms and conditions under which TAFEs, Dual Sector Universities, the Centre for Adult Education and AMES may exempt individuals from the 'upskilling', 'two at level in a lifetime', and/or 'two "courses in..." in a lifetime' Skills First eligibility requirements for up to 15% of their total commencements in each calendar year.

Main Points

- Following this initiative's success to date in providing access to re-skilling for Victorians disadvantaged in the labour market or impacted by structural change in the workforce, the Victorian Government has determined to further support individuals who would otherwise be ineligible for a subsidised VET place by increasing the percentage of eligibility exemptions that TAFEs, Dual Sector Universities, Learn Locals, the Centre for Adult Education and AMES may grant from 15% of total commencements per year to 20% per year.
- The attached Contract Variation to Schedule 1, Clause 18 of 2018-19 VET Funding Contracts implements this increase, applies separately to both the 2018 and 2019 calendar years, and is effective immediately.
- The Contract Notification also includes other minor variations to Clause 18 of Schedule 1, including variations to clarify the manner in which the 20% is calculated. All changes have been highlighted in grey.
- In providing this additional capacity to grant Eligibility Exemptions, it is the Department's continued expectation that training providers effectively plan, monitor and prioritise their offering of exemptions to accommodate students seeking to enrol in:
 - training that improves their employment prospects; or
 - training that meets an identified skills shortage or localised labour market need.

Critical Dates

- This contract variation is effective immediately.

Greg Norton

Executive Director
Training Market Services

VARIATION TO:

VARIATION DATE: 11 SEPTEMBER 2018

2018-19 TAFE VET FUNDING CONTRACT

2018-19 DUAL SECTOR VET FUNDING CONTRACT

2018-19 STANDARD VET FUNDING CONTRACT

2018-19 RESTRICTED VET FUNDING CONTRACT

Variations to Clause 18 of Schedule 1

18. TAFE AND LEARN LOCAL ELIGIBILITY EXEMPTIONS FOR UP TO 20% OF COMMENCEMENTS

18.1 If the Training Provider is:

- a) a TAFE Institute or a Dual Sector University as defined in the Act;
- b) a Learn Local Organisation; or
- c) the Centre for Adult Education or AMES (each as defined in the Act),

then the Training Provider may exempt individuals from the following eligibility requirements:

- d) 'upskilling' (Clause 2.2(c)(v) of this Schedule 1);
- e) 'two at level in a lifetime' (Clause 2.3(c) of this Schedule 1); and/or
- f) 'two "courses in..." in a lifetime' (Clause 2.3(d) of this Schedule 1).

18.2 The number of commencements exempted under Clause 18.1 in a calendar year (as identified where the Eligibility Exemption Identifier in the NAT00120 file has been set to "Y"), cannot exceed 20% of the Training Provider's total number of commencements for that calendar year, as defined in clause 18.3, unless directed by the Department.

18.3 For the purposes of this initiative, the total number of commencements for the calendar year excludes commencements recorded against Funding Source Identifier - State Training Authority 'LVP', 'LVL', 'ASP', 'ASL', 'BWP', 'BWL', 'DIP', 'DIL', 'UPP' and any other identifier as determined by the Department from time to time.

18.4 Eligibility exemptions granted under Clause 18.1 cannot be applied to Eligible Individuals with a Course Commencement Date prior to the Commencement Date of this VET Funding Contract.

18.5 Where the Training Provider grants an exemption under Clause 18.1, the Training Provider must offer guidance on the best training to undertake to improve job outcomes and complement previous training undertaken. This needs to be supported through undertaking effective Pre-Training Reviews as required under this VET Funding Contract.

18.6 Preference for exemptions should be granted to individuals seeking to enrol in training that meets identified skills shortages and localised labour market needs and/or improves their employment prospects, and in accordance with guidance as issued by the Department from time to time.

- 18.7 The Training Provider must offer exemptions to individuals from the following cohorts, when an individual presents evidence specified in the Guidelines About Determining Student Eligibility and Supporting Evidence:
- a) Retrenched workers;
 - b) Automotive supply chain workers;
 - c) Jobs Victoria Employment Network Clients; and/or
 - d) Any other specific cohort as determined by the Department from time to time.
- 18.8 Where the Training Provider has granted an exemption under Clause 18.1, the associated training activity must be reported with:
- a) the Eligibility Exemption Indicator in the NAT00120 file set to “Y”; and
 - b) where the individual is from one of the cohorts identified in Clause 18.7, using the following Funding Source Identifiers – State Training Authority:
 - i) ‘SCL’ - Retrenched workers (Apprentice/Trainee) or ‘SCP’ – Retrenched workers (General – non-Apprentice/Trainee);
 - ii) ‘AEL’ - Automotive supply chain workers (Apprentice/Trainee) or ‘AEP’ Automotive supply chain workers (General, non-Apprentice/Trainee); or
 - iii) ‘JVL’ - Jobs Victoria Employment Network Client (Apprentice/Trainee) or ‘JVP’ Jobs Victoria Employment Network Client (General, non-Apprentice/Trainee).
- 18.9 The Department may, from time to time, vary the Funding Source Identifiers or courses or qualifications to which eligibility exemptions under this Clause 18 can be applied.
- 18.10 All other eligibility rules apply as specified in this VET Funding Contract and the Guidelines about Determining Student Eligibility and Supporting Evidence.