

2024-2025 Dual Sector VET Funding Contract – Schedule One

Skills First Program Eligibility Criteria:

To be eligible, an individual must meet the Skills First Program requirements as follows: a)

An individual must be either

- i. an Australia citizen;
- ii. a holder of a permanent visa; or
- iii. a New Zealand citizen.

A student must be undertaking all training and assessment while physically present in:

- a) the State of Victoria; or
- b) a border region with one of the following postcodes:

NSW	SA
2546	5262, 5263
2548 - 2551	5267 - 5272
2625 - 2633	5277 - 5279
2640 - 2648	5290, 5291
2650, 2651, 2653, 2655, 2656	5302 - 5304
2658 - 2660	5311, 5333, 5340
2700, 2707	5342 - 5345
2710 – 2717	
2720	
2730 - 2739	

- b) Enrolling and commencing training in a course or qualification provided by the Training Provider between the commencement date and 31 December 2024; and
- c) An individual is only eligible to commence a maximum of two courses subsidised through the Skills First Program in a calendar year. Where an individual is enrolled in a course(s) that is scheduled to commence at a later date in that calendar year, this course(s) must be counted for the purpose of this clause when assessing eligibility;
- d) An individual is eligible to undertake a maximum of two courses subsidised through the Skills First Program at any one time;
- e) An individual is eligible to commence a maximum of two government subsidised courses at the same AQF level in their lifetime; and
- f) An individual is eligible to commence a maximum of two government subsidised accredited courses with the title 'Course in ...' in their lifetime.

An individual is not eligible for training subsidised through the Skills First Program under the 2024-2025 Dual Sector VET Funding Contract if the individual is:

- a) A student enrolled in a school (excluding a School Based Apprentice/Trainee), this includes any government, non-government, independent or Catholic school; or, a student registered for home schooling in Victoria. Government schools are responsible for funding these opportunities for VET within the school curriculum through their Student Resource Package (SRP) allocation, including targeted VET in Schools funding. Nongovernment schools make similar decisions for students on the basis of the resources available to them;
- b) If the student has previously accessed government funding in 2 or more courses at the same qualification level as the course they are applying for;
- c) Within the meaning of the Corrections Act 1986 (Vic), a prisoner held at a prison, as outlined Part B Clause 2.11 (b) of the 2024-2025 Dual Sector VET Funding Contract – Schedule 1;
- d) A person who is detained under the Mental Health Act 2014 (Vic); or the Crimes (Mental Impairment and Unfitness to be Tried) Act 1997 (Vic) or the Sentencing Act 1991 (Vic) at the Thomas Embling Hospital;
- e) A person who is detained (other than on weekend detention) under the Children, Youth and Families Act 2005 (Vic) or the Sentencing Act 1991 (Vic) or who is held on remand in one of the youth justice facilities as outlined in Part B Clause 2.11 (d) of the 2024-2025 Dual Sector VET Funding Contract - Schedule 1

The exclusions described in Clauses 2.11 (b), (c) and (d) of the 2024-2025 Dual Sector VET Funding Contract – Schedule 1 do not apply to young people on community based orders made under the Children, Youth and Families Act 2005 (Vic) or individuals held in Judy Lazarus Transition Centre who, subject to otherwise complying with the requirements in Clause 2, may be eligible for training subsidised through the Skills First Program as they are able to physically access training outside of a custodial setting without supervision.

Initiative Title	Eligibility Criteria	Evidence/Enrolment Requirement	Service Agreement Reference
Asylum Seekers VET Program	Individuals must meet all the eligibility criteria EXCEPT the citizenship/residency requirements to access a government funded training place.	Prior to commencement in training the RTO must sight a 'Referral to Government Subsidised Training. a) Either: i. Asylum Seekers' form issued by the Asylum ii. Seeker Resource Centre or the Australian Red Cross Victims of Human Trafficking Program iii. hold, or are a dependant of an individual who holds, a valid humanitarian, protection or refugee visa; iv. hold a bridging visa and have lodged an application for a humanitarian, protection or refugee visa; or v. hold a bridging visa and have lodged an application under section 417 or section 48B of the Migration Act 1958 (Cth) which is yet to be determined; and b) have study and if relevant, work rights.	2024-2025 Dual Sector VET Funding – Schedule 1, Skills First Program Specifications – Part C, Clause 13 and the 2024 Guidelines about Eligibility – Version 1.0 November 2023 2024 Guidelines about Fees – Version 1.0 November 2023
Training to support the 10-year industry plan for family violence prevention and response	Commencing 22510VIC – Course in identifying and responding to family violence risk under this Clause 15 will not impact an individuals future <i>Skills First</i> entitlement and will not be taken into account when assessing whether they meet the	The '22510VIC – Course in identifying and responding to family violence risk' is aimed at both existing professionals potentially delivered as stand-alone training, and pre-service students for inclusion as part of a broader community service related program.	2024-2025 Dual Sector VET Funding – Schedule 1, Skills First Program Specifications – Part C, Clause 14 and the 2024 Guidelines about Eligibility – Version 1.0 November 2023

Initiative Title	Eligibility Criteria	Evidence/Enrolment Requirement	Service Agreement Reference
22510VIC – Course in identifying and responding to family violence risk	<ul style="list-style-type: none"> • 2 Skills Sets in a year; and/or • 2 at a time limit 		2024 Guidelines about Fees – Version 1.0 November 2023
Youth Access Initiative	<p>The Training Provider must grant a Fee Waiver to a Student who:</p> <ol style="list-style-type: none"> have been, or are on, Youth Justice Orders or Child Protection Orders, or are residents of an Education First Youth Foyer have been, or are supported by, the Refugee Minor Program: or have participated, or are participating in, the Children’s Court Youth Diversion Service <p>And who is referred to training by:</p> <ol style="list-style-type: none"> the Department of Families, Fairness and Housing the Department the Department of Justice and Community Safety; or a referring agency, which is defined for this purpose as an organisation based in the State of Victoria that currently receives funding or is contracted by the Victorian Government or the Commonwealth Government to provide services to children, youth and/or families. 	<p>The Training Provider must sight and retain evidence of an individual's entitlement to receive a Fee Waiver under the <i>Skills First</i> Youth Access Initiative, including the original referral form.</p> <p>A copy of the form must be returned to the Department or referring agency.</p>	<p>2024-2025 Dual Sector VET Funding – Schedule 1, Skills First Program Specifications – Part C, Clause 15 and the</p> <p>2024 Guidelines about Eligibility – Version 1.0 November 2023</p> <p>2024 Guidelines about Fees – Version 1.0 November 2023</p>

Initiative Title	Eligibility Criteria	Evidence/Enrolment Requirement	Service Agreement Reference
Free TAFE for Priority Courses	<p>An individual may only receive a Fee Waiver for a commencement in one program on the Free TAFE for Priority Courses List. This limit does not apply if the individual is eligible for any of the exceptions in Clauses 16.7, 16.8 or 16.9 of this Schedule 1.</p> <p>An individual may receive a second Fee Waiver if they:</p> <ul style="list-style-type: none"> • If an individual received a Fee Waiver for a commencement under the JobTrainer initiative, this does not count towards their 'one Free TAFE Fee Waiver in a lifetime' limit. • An individual who completes a Free TAFE priority course that is identified on the Funded Programs Report as a Free TAFE pathway may receive an additional Fee Waiver for another 28 2024-25 Dual Sector VET Funding Contract (version 1.0) Schedule 1 - Skills First Program Specifications program in the same pathway. • An individual who completes any other Free TAFE Priority course may receive an additional Fee Waiver to do the Certificate IV in Training and Assessment. <p>All other <i>Skills First</i> eligibility requirements apply as specified in this Contract and the Guidelines About Eligibility.</p>	<p>An individual cannot receive a Fee Waiver for commencement in a program on the Free TAFE for Priority Courses List that is delivered as an Apprenticeship</p>	<p>2024-2025 Dual Sector VET Funding – Schedule 1, Skills First Program Specifications (Version 1.0) – Part C Clause 16 and the</p> <p>2024 Guidelines about Eligibility – Version 1.0 November 2023</p> <p>2024 Guidelines about Fees – Version 1.0 November 2023</p>

Initiative Title	Eligibility Criteria	Evidence/Enrolment Requirement	Service Agreement Reference
Judy Lazarus Transition Centre	Training Providers must provide a fee waiver to individuals from the Judy Lazarus Transition Centre (as a prisoner).	The provider must sight written confirmation from management of the Judy Lazarus Transition Centre and retain a copy the written confirmation.	2024 Guidelines about Fees – Version 1.0 November 2023
Young people on community based orders	Training Providers must provide a fee waiver to individuals training under a community based order made under the Children, Youth and Families Act 2005 (the CYF Act)	Written confirmation from the relevant Youth Justice Unit of the Victorian Department of Justice and Community Safety that the student is required to do training under a community based order made under the Children, Youth and Families Act 2005 (the CYF Act). A copy of this written confirmation must be retained.	2024 Guidelines about Fees – Version 1.0 November 2023
Skills First Aboriginal Access fee	Individuals who have self-identified as Aboriginal or Torres Strait Islander descent and meet all the eligibility requirements to access a government funded training place.	Under the Indigenous Completions Initiative, for enrolments in a course at any level the RTO must charge the concession fee to individuals who self- identify as being Aboriginal or Torres Strait Islander descent. The RTO must retain a copy of the enrolment form on which the individual self-identified as indigenous. <ul style="list-style-type: none"> • 'Client tuition fee' = '0' (zero) - indicating you have charged \$0 tuition fees • 'Fee concession/exemption type identifier' second character (fee waiver character) = 'F' – indicating you've 	2024 reporting advice for the new Skills First Aboriginal Access fee – 21 December 2023

Initiative Title	Eligibility Criteria	Evidence/Enrolment Requirement	Service Agreement Reference
		<p>granted the Skills First Aboriginal Access Fee Waiver</p> <p>'Fee concession/exemption type identifier' first character (concession character) = 'O' (the letter O) – for 'other' concession</p>	