





Assisting students with training and job opportunities

College Australia is a Skills Assured Supplier, meaning we can offer eligible students, qualifications through various Queensland government funded initiatives and funding types.



Proud to be a Queensland Government subsidised training provider

Disclaimer: Every effort has been made to ensure the information in this document is correct at the time of printing, however changes may have been made since that date. The most up to date and accurate information is proved on the website at

www.collegeaustralia.edu.au











The Higher-Level Skills program provides eligible individuals with access to one subsidised training place in selected certificate IV level and above qualifications or priority skill sets. The Higher-Level Skills program aims to assist individuals to gain the skills required to secure employment or career advancement in a priority industry, or to transition to university to further their studies.

## Eligibility Criteria

To be eligible for the Higher-Level Skills Program, individuals must:

- Be aged 15 years or over and no longer at school
- Permanently reside in Queensland
- Be an Australian citizen, Australian permanent resident (includes humanitarian entrant). Temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- Not hold and not be enrolled in a Certificate IV, or higher level not including qualifications completed at school and foundation skills training

Please note once you have completed a qualification using this funding you will no longer be entitled to further funding.

#### Courses on offer

- SIT40516 Certificate IV in Commercial Cookery
- HLT47315 Certificate IV in Health Administration
- BSB42518 Certificate IV in Small Business Management
- SIT40416 Certificate IV in Hospitality

- SIT50416 Diploma of Hospitality Management
- SIR40316 Certificate IV in Retail Management

#### Contribution Fee

Students are required to contribute to the cost of your training through a co-contribution fee. The Contribution Fee is only \$199.00 Non-concessional or \$99.00 Concessional (for definition see Concessional Status).

#### Concessional Status

Concessional Student status applies when:

- The student holds a health care concession card or pensioner concession card issued under
- Commonwealth law, or is the partner or a dependant of a person who holds a health care concession card or pensioner concession card and is named on the card
- The student provides an official form under Commonwealth law confirming that the student, his or her partner or the person of whom the student is a dependant, is entitled to concessions under a health care or pensioner concession card.
- The student is an Aboriginal or Torres Strait Islander
- The student has a disability
- The student is an adult prisoner

#### More information

For more information contact us or visit: www.collegeaustralia.edu.au



For more information on the Higher-Level Skills Program phone 1300 369 935; or visit:

www.desbt.qld.gov.au/training/trainingcareers/incentives/highskills









The principal aim of Certificate 3 Guarantee is targeted at working age Queenslanders without a Certificate III or higher qualification, to complete a nationally recognised qualification that will lead to:

- A job for individuals wanting to enter the workforce in their chosen field.
- Advancement in the workplace or career progression for individuals already employed in their chosen field.

#### Courses on offer

- BSB30115 Certificate III in Business
- BSB30415 Certificate III in Business Administration
- CHC33015 Certificate III in Individual Support
- HLT33215 Certificate III in Health Support Services
- SIT30616 Certificate III in Hospitality
- SIR30216 Certificate III in Retail

## Eligibility Criteria

To be eligible for the program, you must:

- Be aged 15 years or over and no longer at school (with the exception of VET in School (VETiS) students).
- Permanently reside in Queensland.
- Be an Australian citizen, Australian permanent resident (includes humanitarian entrant).
   Temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen.
- Not hold and not be enrolled in a Certificate III, or higher-level qualifications, not including qualifications completed at school and foundation skills training.

Please note once you have completed a qualification using this funding you will no longer be entitled to further funding.

#### Contribution Fee

Students will be required to contribute to the costs of their training through a co-contribution fee. The contribution fee is available on our website. This must be paid on commencement.

#### **Concessional Status**

Concessional Student status applies when:

- The student holds a health care concession card or pensioner concession card issued under Commonwealth law, or is the partner or a dependant of a person who holds a health care concession card or pensioner concession card and is named on the card.
- The student provides the PQS with an official form under Commonwealth law confirming that the student, his or her partner or the person of whom the student is a dependant, is entitled to concessions under a health care or pensioner concession card.
- The student is an Aboriginal or Torres Strait Islander
- The student has a disability
- The student is an adult prisoner

#### More information

For more information visit <a href="https://www.collegeaustralia.edu.au">www.collegeaustralia.edu.au</a>
For more information on the Certificate 3 Guarantee program: phone 1300 369 935; or <a href="https://www.desbt.qld.gov.au/training/training-careers/incentives/certificate3">www.desbt.qld.gov.au/training/training-careers/incentives/certificate3</a>













Apprenticeships and traineeships combine training with working in a real job, for a real boss, with a real wage. Apprentices and trainees complete a nationally recognised qualification while learning valuable skills at work and under the guidance of a training organisation.

The Australian Government also provides support and financial help to eligible apprentices and trainees via various assistance programs and allowances.

As an employer, taking on an apprentice or trainee can have many advantages to your business. Employers may benefit from state and Australian Government incentives for employing an apprentice or trainee.

## **Quick facts**

- Apprenticeships and traineeships can be full-time, part-time, or school-based
- Existing employees may undertake an apprenticeship or traineeship.
- Apprenticeships and traineeships require employers to enter into a training contract with the apprentice or trainee.
- Employers work with CA and the apprentice or trainee to draw up a training plan.
- Training options must be negotiated and outlined in the training plan. Aspects of training that are open to negotiation (subject to training package requirements) include: selection, content and sequencing or competency units, timing, location and mode of delivery, and the trainer or facilitator.

## Apprentices and trainees

Apprentices are trained in a skilled trade, such as commercial cookery, electrical, plumbing, cabinet-making and automotive. Upon completion, apprentices become a qualified tradesperson. Traineeship participants can be trained in a number of areas which include but not limited to: office administration, information technology and tourism. Upon successful completion, a trainee will receive a qualification in their chosen vocational area.

For more information visit www.collegeaustralia.edu.au or www.desbt.qld.gov.au/training/apprentices/getting-started









School-based apprenticeships and traineeships (SATs) help young people to go places, whether that's a full-time job, a trade career, university, TAFE or other training. The workplace skills and confidence they gain during their SAT provide a solid foundation for any career.

SATs allow high school students to combine school and training with working in a real job, with a real boss, for a real wage. This gives them experience in the work force in their chosen field (user choice funding).

## Eligibility

School based traineeship or apprenticeship must impact on their school timetable to be considered school based. Minimum paid work – 375 hours (50 days) per 12 months. Minimum students must work is an average of 7.5 hours per week. They may be required to do this during school hours. Students may be in Grade 10, 11 or 12.

## **Courses Offered**

- BSB30415 Certificate III in Business Administration
- CHC33015 Certificate III in Individual Support
- SIT30816 Certificate III in Commercial Cookery
- SIT30616 Certificate III in Hospitality
- BSB30115 Certificate III in Business
- SIR30216 Certificate III in Retail

If the qualification is not completed as school-based they can be converted to part/full time (fees apply) speak with your consultant for further details.

## **OCE Points for Students**

Students may gain up to 8 points towards their Queensland Certificate of Education on completion of their qualification.

## **Employer Incentives**

School-based apprentices and trainees can strengthen your business by training people in skills that meet the needs of the business, while helping build the broader skills base needed to keep an industry strong.

There may also be financial benefits available from government agencies to help with the costs of employing a school-based apprentice or trainee.

#### For more information

Please check with a College Australia advisor for more information on tuition fee, courses and school-based traineeship. For more information visit

www.collegeaustralia.edu.au or www.desbt.qld.gov.au/training/apprentices/sats













The User Choice 2020 - 2021 program provides a public funding contribution towards the cost of training and assessment services for eligible Queensland apprentices and trainees. The program aims to provide funding aligned to the skill needs of industry and respond to changing government priorities.

## Eligibility

Please refer to an Australian apprenticeship centre for up to date information.

#### **Grade 12 Graduates**

Year 12 graduates are eligible for fee free training when they commence an apprenticeship within 1 year of completing Grade 12. This relates to high priority qualifications.

## User Choice Courses on offer:

- BSB20115 Certificate II in Business
- BSB30115 Certificate III in Business
- BSB30415 Certificate III in Business Administration
- CHC33015 Certificate III Individual Support
- SIT20316 Certificate II in Hospitality
- SIT30616 Certificate III in Hospitality
- SIT30816 Certificate III in Commercial Cookery
- SIR20216 Certificate II in Retail Services
- SIR30216 Certificate III in Retail
- AHC20416 Certificate II in Horticulture

## **Full Time Traineeships**

38 hours per week – employed less than 3 months

## Part Time Traineeships

Minimum of 15 hours and employed less than 12 months or casual

#### User Choice Apprenticeships

Apprentices must be working minimum 15 hours per week. A trade support interest free loan of up to \$18,000 may be available to the apprentice.

#### Fees/Concessional Fees

These can vary according to eligibility as a concessional student and/or unit selection. Discuss this with your sales consultant to determine eligibility for concession.

#### For more information

For more information visit www.collegeaustralia.edu.au or www.desbt.qld.gov.au/training/trainingcareers/incentives/userchoice





