

Higher Level Skills

Funding Information Sheet

Eligibility

To be eligible to receive the Queensland Government Higher Level Skills funding, prospective students must meet the following eligibility criteria:

- The student must not hold, or be currently enrolled in a Certificate IV level qualification or higher. This includes any equivalent certificate IV or higher level qualification irrespective of whether the qualification is through a university degree, traineeship or apprenticeship pathway.
 - Please note that Certificate IV qualifications completed at high school are exempt from this criteria
- The student must be at least 15 years of age or above and no longer attending school.
- The student must be an Australian Citizen, or Australian Permanent Resident residing in Queensland; OR a New Zealand Citizen permanently residing in Queensland.
- You will be required to provide Identification or other documentation as evidence of your eligibility. Please see over page to determine what ID/documents you will need to provide.

Tuition Fees

As part of the conditions of the Higher Level Skills funding all students are required to pay a Student Contribution Fee towards the cost of their studies. Students participating in a Higher Level Skills program with Goodstart Institute of Early Learning are required to pay a \$350 contribution fee at the commencement of their study. For holders of a valid Concession Card (Health Card Card/Pension Card) there is a reduced Student Contribution Fee of \$175. You will be required to provide a copy of the valid concession card prior to enrolment.

Goodstart Early Learning employees may be eligible to have the Student Contribution Fee covered by Goodstart Early Learning under the Employer Funded Study Assistance scheme.

Refunds

Refunds of the Student Contribution Fee will only be approved if the student notifies Goodstart Institute of Early Learning they do not wish to continue with their enrolment, in writing, prior to the commencement of their course. Refunds will not be given once students have been issued with their learning and assessment materials as per the Fee and Refund policy.

Terms and Conditions of Higher Level Skills Funding

- Students who commence enrolment in or complete an approved Higher Level Skills funded program are no longer eligible to claim funding in the agreement in any other program.
- Students are required to provide their Unique Student Identifier (USI) in order to receive the Higher Level Skills funding. If a student does not already have a USI they will be required to create at USI at <http://usi.gov.au> and provide their USI to Goodstart Institute of Early Learning.
- On completion or cancellation of enrolment in an approved Queensland Government funded program students are required to complete a Training and Employment Survey.

Higher Level Skills Funding Acceptance Agreement

All students who wish to undertake study via the Higher Level Skills funding with Goodstart Institute of Early Learning are required to complete this Higher Level Skills Funding Acceptance Agreement. Please read through this document and complete sections as required. You will be required to provide ID or documents relating to eligibility, please use the checklist below to determine what documents you will need to supply. Return the completed, signed and dated form along with copies of the relevant ID/evidence of eligibility via email to goodstart@goodstart.edu.au. Failure to complete and return this agreement prior to enrolment will void your application for Higher Level Skills funding and you will be considered a full fee paying student.

Student details

Student name			
Date of birth		Unique Student Identifier (USI)	
Current residential Address			

Required Evidence

To confirm your eligibility in this program you are required to provide sufficient evidence. Please ensure you have attached the required evidence from the following criteria

	<i>Student to Complete</i>	<i>RTO to Complete</i>
Acceptable Evidence	Attached with application	Verified by Student Services
Queensland Residency (at least one of the following)		
Queensland Drivers Licence (any type e.g. car, marine, heavy) (front and back to show QLD address)	<input type="checkbox"/>	<input type="checkbox"/>
Department of Veterans Affairs / Pensioner Concession Card (must have Queensland address)	<input type="checkbox"/>	<input type="checkbox"/>
Health Care Card (must have Queensland address)	<input type="checkbox"/>	<input type="checkbox"/>
Commonwealth Seniors Health Card (must have Queensland address)	<input type="checkbox"/>	<input type="checkbox"/>
Date of Birth (at least one of the following)		
Queensland issued 18+ Card	<input type="checkbox"/>	<input type="checkbox"/>
Queensland Drivers Licence (any type e.g. car, marine, heavy vehicle)	<input type="checkbox"/>	<input type="checkbox"/>
Birth Certificate or Birth Extract (Issued by an Australian or New Zealand government agency)	<input type="checkbox"/>	<input type="checkbox"/>
Australian or New Zealand Passport	<input type="checkbox"/>	<input type="checkbox"/>
Australia or New Zealand Citizenship (at least one of the following)		
Birth Certificate or Birth Extract (Issued by an Australian or New Zealand government agency)	<input type="checkbox"/>	<input type="checkbox"/>
Australian or New Zealand Passport	<input type="checkbox"/>	<input type="checkbox"/>
Medicare Card (not expired and must be the green Medicare Card)	<input type="checkbox"/>	<input type="checkbox"/>

	Student to Complete	RTO to Complete
Acceptable Evidence	Attached with application	Verified by Student Services
Australian Permanent Residency (at least one of the following and <u>ONLY</u> if the student is a Permanent Resident)		
International Passport (in date, not expired)	<input type="checkbox"/>	<input type="checkbox"/>
Notification of Permanent Residency (and subsequent verification by Student Services via the Visa Entitlement Verification Online – VEVO)	<input type="checkbox"/>	<input type="checkbox"/>
Medicare Card (not expired and must be the green Medicare Card)	<input type="checkbox"/>	<input type="checkbox"/>
Australian Temporary Residency (at least one of the following and <u>ONLY</u> if the student is a Temporary Resident)		
International Passport (in date, not expired)	<input type="checkbox"/>	<input type="checkbox"/>
Notification of Temporary Residency (and subsequent verification by Student Services via the Visa Entitlement Verification Online – VEVO)	<input type="checkbox"/>	<input type="checkbox"/>
Medicare Card (not expired and must be the green or blue Medicare Card)	<input type="checkbox"/>	<input type="checkbox"/>

Declaration

As a student seeking Higher Level Skills funding for my enrolment I declare;

1. I have not completed a Certificate IV qualification (or higher level qualification) since I have left school.
2. I am an Australian Citizen or Australian Permanent Resident or Australian Temporary Resident, or a New Zealand Citizen residing in Queensland. (refer to evidence checklist above).
3. I have read and I understand Higher Level Skills Funding Information Sheet that accompanies this agreement (above).
4. I understand that by commencing enrolment in a Diploma level qualification under the Higher Level Skills funding that I will no longer be eligible for any other Higher Level Skills funding subsidies in the future.
5. I understand that I am required to complete a Training and Employment Survey within three months of my completion/cancellation date.
6. I will pay a Student Co-contribution Fee of \$350 (\$175 for Concession Card holders) prior to commencement of my enrolment.
7. The information I have provided on this form and within my enrolment application is true and correct at the time of application.
8. I have accessed and reviewed the Fee and Refund, and Complaints and Appeals Policy on Goodstart Institute of Early Learning's website.
9. I'm aware of any Third Party / Partnership / Subcontracting arrangements in place with Goodstart Institute of Early Learning as per the Course Information Guide and/or Student Guide.
10. I will notify Goodstart Institute of Early Learning in a timely manner if any of my personal details or circumstance change which may affect my eligibility for Higher Level Skills funding – i.e. change of address.

Students signature: _____

Date: _____

If the student is under 18 years of age, a guardian must co-sign this agreement below.

Guardian Name: _____

Guardian's signature: _____

Date: _____