

# HIGHER LEVEL SKILLS INFORMATION

First Door is an approved Skills Assure provider, for Government subsidised Higher Level Skills training in **CHC50121 Diploma of Early Childhood Education and Care**.

The Higher Level Skills program is an initiative of the Queensland Government to train eligible individuals for priority industries or to transition into university.

The following information explains some of the obligations of the student, employer and First Door during Higher Level Skills training contract. More information can be found at:

[https://desbt.qld.gov.au/\\_data/assets/pdf\\_file/0/026/7784/hls-student-factsheet.pdf](https://desbt.qld.gov.au/_data/assets/pdf_file/0/026/7784/hls-student-factsheet.pdf)

## To be eligible for the Higher Level Skills funding, individuals must:

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

## Studying with First Door

Students enrolled with First Door access their course resources for each unit online through our student eLearning portal.

The assessment workbook for each unit is based on practical work-based activities and assessment tasks which allow students to practice and understand theory.

First Door also connects each student with an industry experienced and qualified trainer as the student's **personal mentor**. The mentor is available for **study support** and for up to a **one hour workplace mentoring meeting** for relevant units or a phone/online meeting, depending on location.

## Student contribution fee

While this course is Government subsidised, the student is required to contribute towards the cost of the course under the *Higher Level Skills Program Policy*.

- These fees may be paid on the student's behalf by an employer or a third party but cannot be paid by First Door.
- First Door charges **\$25 per unit as the student contribution fee** and this fee is required to be paid before commencing each unit.

## Eligibility for concessional status

At enrolment, evidence is required to establish the student's eligibility for concessional status.

Students with **concessional status are charged at 40% for their student contribution fees, being \$10 per unit**.

Concessional status students must provide evidence for one of the following:

- evidence the student is the partner or dependant of a person who holds a Health Care and / or Concession Card and is named on that card
- evidence the student is an Aboriginal or Torres Strait Islander – by self-declaration on the signed enrolment form
- evidence the student has a disability – Pensioner Concession Card or other documentation verifying the holder has a disability

## Important information

Students undertaking a qualification in Early Childhood Education & Care are required to complete **practical workplace experience** as part of your assessment.

**You can only access the Higher Level Skills subsidy once, to take full advantage of this opportunity, it is important you choose the right course for you.**

## Contact us for more information



# HIGHER LEVEL SKILLS AGREEMENT FORM

## SECTION 1: Student details and eligibility

<b>Student full name:</b>					
<b>Your previous surname/s:</b>		<b>Previous surname?</b>	Yes	No	
<b>Please state your highest achieved qualification:</b>					
<b>I am currently enrolled in: (circle qualification level)</b>	Certificate 2 or 3	Certificate 4	Diploma or Bachelor	<b>Course name/s:</b>	
<b>Are you over 15 years old, and finished school?</b>	Yes	No	<b>Are you a permanent resident in Queensland?</b>	Yes	No
<b>Circle which one describes you:</b>	Australian citizen or Permanent Resident	Permanently reside in Queensland	Temporary Resident with work permits	New Zealand Citizen	

## SECTION 2: Acknowledgement of training and funding conditions

Initial as read and understood

To achieve this qualification, I must have completed at least 280 hours of work in a regulated children's education and care service in Australia, as detailed in the Assessment Requirements of units of competency.

Once I complete a qualification through this program, I will no longer be eligible for further subsidised training under this program.

First Door students access course resources through our student eLearning portal and engage in professional learning and support with their personal mentor.

While this course is Government funded, there is a required contribution towards the cost of the course by me under the *Higher Level Skills Program Policy*. These fees may be paid on my behalf by an employer or a third party but cannot be paid by First Door.

The CHC50121 Diploma of ECEC course has 15 units. **First Door charges \$25 per unit as the student contribution fee.** At enrolment, your funding arrangement and course fees are confirmed, and a fees agreement form is completed by the student, e.g., to pay these fees in full or by monthly payments. Please refer to our website; <https://www.firstdoor.com.au/career-qualification/fees-and-policies>

tick: **Concessional status - Partial fee exemption:** I wish to apply for *concessional status* to reduce the student contribution fees to 40% and pay fees based on \$10 per unit, by the following:

a) ☐ **a)** being named on a Health Care Card or Pensioner Card (Circle the card that applies)

b) ☐ **b)** identifying as Aboriginal or Torres Strait Islander person

c) ☐ **c)** having a disability

## SECTION 3: Declaration

**I declare that I do not hold a Certificate 4 or higher-level qualification AND I am not currently enrolled in another qualification (not including foundation skills training).**

I also agree to the terms as stated above. Further information about Higher Level Skills can be found at <https://desbt.qld.gov.au/training/training-careers/incentives/highskills>

<b>Student name:</b>			
<b>Student signature:</b>		<b>Date:</b>	
<b>First Door staff name - records checked completed by:</b>			
<b>First Door staff signature:</b>		<b>Date:</b>	