

# CERTIFICATE 3 GUARANTEE INFORMATION

First Door is approved to provide Government funded Certificate 3 Guarantee training in ***CHC30113 Certificate III of Early Childhood Education and Care***.

The Certificate 3 Guarantee is a Queensland Government funding program which supports people to complete their first Certificate 3 qualification. The program also supports Year 12 graduates to access it 'fee-free' when they start study within one year of completing Year 12.

The following information explains some of the obligations of the student and *First Door* during the Certificate 3 Guarantee training contract. More information can be found at <https://training.qld.gov.au/training/incentives/certificate3>

## To be eligible for the Certificate 3 Guarantee program, individuals must be:

- Aged 15 years or over, and no longer at school (with the exception of VET in Schools students)
- Permanently live 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 or already be enrolled in a certificate III level or higher qualification (not including qualifications completed at school and foundation skills training)

## To be eligible for the QLD Year 12 Graduate Fee-Free, individuals must:

- Meet the above Certificate 3 Guarantee program funding eligibility criteria
- Commence your studies by the end of the calendar year after completing year 12
- Be able to provide evidence of completing year 12 in QLD in last calendar year

## Important information

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

**You can only access the Certificate 3 Guarantee subsidy once, to take full advantage of this opportunity, it is important you choose the right course for you.**

Students will be required to complete a Training and Employment survey within three months of completing or discontinuing the course.

## Student contribution fee

While this course is Government funded, there is a required contribution towards the cost of the course by the student under the *Certificate 3 Guarantee Program Policy 2018-19*. 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 a **non-refundable enrolment fee of \$175**. This one-off fee contributes towards the cost of getting each student underway in their course and set up with course resources. This enrolment fee is required to be paid before commencing course training and assessment.
- The student is invoiced **\$25 per unit as the co-contribution fee** and this fee is required to be paid before commencing each unit.
- Students eligible for this funding are not invoiced for the cost of each unit as QLD Government pays First Door when funded students successfully complete each unit.

## Studying with First Door

Students enrolled with *First Door* are able to attend a **five hour interactive workshop** per unit of study. 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 to provide workplace mentoring relevant to the current unit of study.

Within suitable locations, First Door provides up to **1 hour workplace mentoring meeting** for each unit of study.

## Contact us for more information



# CERTIFICATE 3 GUARANTEE 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 have previously enrolled in: (circle qualification level)</b>	Certificate 3	Certificate 4	Diploma	<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	Australian Permanent Resident	Temporary Resident with work permits	New Zealand Citizen

## SECTION 2: Acknowledgement of training and funding conditions

 Initial as read  
and understood

All students undertaking a qualification in Early Childhood Education & Care are required to complete <b>work placement</b> as part of your assessment.	
Once I complete a qualification through this program I will no longer be eligible for further subsidised training under this program.	
All students will be required to complete a Training and Employment survey within three months of completing or discontinuing the course.	
First Door students attend a five hour interactive workshop for each unit, as detailed in the student's training plan. If I am unable to attend a scheduled workshop I am required to inform First Door.	
While this course is Government funded, there is a required contribution towards the cost of the course by me under the <i>Certificate 3 Guarantee Program Policy 2018-19</i> . These fees may be paid on my behalf by an employer or a third party but cannot be paid by First Door. <b>First Door charges a non-refundable enrolment fee of \$175.</b> This one-off fee contributes towards the cost of getting me underway in my course and set up with course resources. This enrolment fee is required to be paid before I commence my course training and assessment. <b>First Door charges \$25 per unit as the co-contribution fee.</b> This fee is invoiced to me and payable before I commence each unit. I understand that I am not invoiced for the cost of each unit as Queensland Government pays this to First Door when I have successfully completed each unit.	
<input type="checkbox"/> <b>Partial fee exemption: a)</b> I wish to apply for <i>fee exemption</i> to reduce the fee per unit to 40% and pay \$10 per unit by having a <u>Health Care Card</u> or OR <input type="checkbox"/> <b>b)</b> I wish to apply for <i>full fee exemption</i> as payment of these fees would cause extreme financial hardship.	

## SECTION 3: Declaration

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

I also agree to the terms as stated above. Further information about Certificate III Guarantee can be found at <https://training.qld.gov.au/training/incentives/certificate3/faq>

<b>Student name:</b>			
<b>Student signature:</b>		<b>Date:</b>	
<b>First Door Representative name:</b>			
<b>First Door Representative signature:</b>		<b>Date:</b>	
<b>Checked in DET Connect by:</b>		<b>Date:</b>	