

# 2020–2021 Student Eligibility Evaluation Decision Tool



## Instructions

GOTAFE Officer is to consult with the applicant and work through the appropriate sections of this form. Refer to Course Lists in Section D. When complete, inform the student of their likely eligibility for funding and estimate of fees for the course they are applying for. File this form in SMS Student Documents.

## Applicant Details

Student Name	_____	Course Code/Title	_____
GOTAFE Officer Name	_____	Date	_____

## Section A: Skills First Eligibility Evaluation

### Citizenship/residency

- Are you residing or studying in Victoria?**  
Yes → Go to the next question  
No → The student is NOT ELIGIBLE for Skills First funding and cannot be granted an eligibility exemption. The student may enrol as a full fee paying (Fee for service FFS) student. **END**
- Are you an Australian/NZ citizen/permanent resident, Asylum seeker, or hold a Bridging/Safe Haven/Temporary Protection Visa?**  
Yes → Go to the next question  
No → The student is NOT ELIGIBLE for Skills First funding and cannot be granted an eligibility exemption. The student may enrol as a full fee paying (Fee for service FFS) student. **END**

### 2 in a year/2 at a time

- Will you already be enrolled in a maximum of two (2) funded qualifications and/or a maximum of two (2) funded skill sets in the enrolment calendar year or at the same time, and this program will be the third?**  
**Do not include:**
  - Where students are going into a new version of a superseded qualification
  - Where students are recommencing into the same qualification
  - Where students are commencing an Apprenticeship (Not Traineeship) after completing a Pre-Apprenticeship or Pathways program
  - Participation in 22469VIC Course in Introduction to National Disability Insurance Scheme
  - Participation in 22510VIC Course in Identifying and Responding to Domestic Violence Risk
  - Participation in programs under the DET initiative 'COVID19 Response – funding to deliver Infection Control Skill Sets'
  - Participation in programs under the DET initiative 'Construction Industry Skill Sets'
  - Participation in any program as part of the DET Skills Uplift Pilot Program  
Yes → The student is NOT ELIGIBLE for Skills First funding and cannot be granted an Eligibility Exemption. The student may enrol as a full fee paying (Fee for service FFS) student. **END**  
No → Go to the next question

### School programs

- Are you enrolled at a Secondary School (including Home Schooling) in the same year as the course you are applying for?**  
Yes → Go to the next question  
No → Go to question 6
- Are you undertaking a School-based Apprenticeship-Traineeship?**  
Yes → Go to the next question  
No → The student is NOT ELIGIBLE for Skills First funding and cannot be granted an eligibility exemption. The student may enrol as a full fee paying (Fee for service FFS) student. **END**
- Are you going to undertake VCAL Foundation at GOTAFE (not at school)**  
Yes → Go to question 11  
No → Go to the next question
- Are you going to undertake VCAL Intermediate or Senior at GOTAFE (not at school)**  
Yes → Go to question 15  
No → Go to the next question

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## Age

### 8. Will you be under 20 years of age on the 1 January of the year of enrolment?

Yes → Go to question 15

No → Go to the next question

## Specific Programs

### 9. Are you undertaking the course as part of one of the following programs?

- Under an Australian Apprenticeship (Not Traineeship or SBAT) contract
- Under the Back to Work Scheme
- Under the La Trobe Valley Initiative

Yes → Go to question 15

No → Go to the next question

### 10. Is the course you are applying for a course on the Foundations Courses List?

Yes → Go to the next question

No → Go to question 13

### 11. Have you previously achieved (completed) a Diploma or above qualification?

Yes → The student is NOT ELIGIBLE for Skills First funding and MAY be considered for a Skills First eligibility exemption application. **END**

No → Go to the next question

### 12. Will you be enrolling as part of the Commonwealth government Skills for Education and Employment (SEE) program?

Yes → The student is NOT ELIGIBLE for Skills First funding. The student may enrol as a full fee paying (Fee for service FFS) student. **END**

No → Go to the next question

### 13. Are you seeking to enrol into a funded Skill Set or a 'Course in...' program (for example 'Infection Control Skill Set', 'Course in Introduction to NDIS')?

Yes → The student is ELIGIBLE for Skills First funding. **END**

No → Go to the next question

## Upskilling - What is the highest course already completed?

### 14. Is the course you are applying for at a higher AQF level than their previously highest completed qualification?

#### Do not include:

- VCAL Intermediate, VCAL Senior, VCE, IB, or any interstate senior secondary school qualifications
- Any VET qualifications completed at school
- Any training undertaken at TAFE by students whose completion of VET certificates as part of VCE or VCAL was impacted by COVID-19 and who present a letter from the Victorian Curriculum and Assessment Authority
- Any Skill Sets and 'Courses in...' programs
- Any qualifications on the Foundations Courses list
- Any international qualifications that are not formally recognised in Australia

Yes → Go to the next question

No → The student is NOT ELIGIBLE for Skills First funding and MAY be considered for a Skills First eligibility exemption application. **END**

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2 in at level in their lifetime – Has the student commenced any courses at this AQF level in the past?

15. During your lifetime, have you already commenced (but not necessarily completed) two (2) funded courses at the same AQF level as the course you are applying for? For example, has started two Certificate III courses, and are applying for another Certificate III course.

Do not include:

- VCAL Intermediate, VCAL Senior, VCE, IB, or any interstate senior secondary school qualifications
- Any VET qualifications completed at school
- Any qualifications on the Foundations Skills Courses list
- Where students are going into a new version of a superseded qualification
- Where students are recommencing into the same qualification
- Participation in 22469VIC Course in Introduction to National Disability Insurance Scheme
- Participation in 22510VIC Course in Identifying and Responding to Domestic Violence Risk
- Participation in any course or skill set as part of the DET Skills Uplift Pilot Program

Yes → The student is NOT ELIGIBLE for Skills First funding and MAY be considered for a Skills First eligibility exemption application. **END**

No → The student is ELIGIBLE for Skills First funding. **END**

## Section B: Free TAFE Eligibility Evaluation

1. Is the student applying for a course listed on the Free TAFE for Priority Courses List?

Yes → Go to question 2

No → The student is not eligible for a Free TAFE place, but may still apply for the course. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. **END**

2. Has the student previously commenced (started) a Free TAFE course listed, either at GOTAFE or at another RTO?

Yes → Go to question 3

No → The student is eligible for a Free TAFE place provided they meet the eligibility for Skills First funding. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they may be considered for a Skills First eligibility exemption application. **END**

3. Did the previous Free TAFE course have the same Course Title (including superseded qualification titles)?

Yes → The student is eligible for a Free TAFE place provided they meet the eligibility for Skills First funding. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they may be considered for a Skills First eligibility exemption application. **END**

No → Go to question 4

4. Is the student eligible for JobTrainer? (Do not include School Students or Apprentices)

**Age 17–24 years, OR Concession, OR Unemployed AND has not used JobTrainer for another course previously.**

Yes → The student is eligible for a JobTrainer place. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they will be granted a Skills First eligibility exemption. Work through the JobTrainer Decision Tree. **END**

No → The student is not able to have tuition fees waived for a second Free TAFE course, but can still enrol in the course. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they may be considered for a Skills First eligibility exemption application. **END**

## Section C: JobTrainer Eligibility Evaluation

1. Is the student applying for a course listed on the GOTAFE JobTrainer Courses List?

Yes → Go to question 2

No → Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. **END**

2. Does the student meet at least one of the following criteria? (Do not include School Students or Apprentices) **Age 17–24 years at the time of the course commencing, OR concession (has a Concession Card, OR is Aboriginal/Torres Strait Islander, OR is an Asylum Seeker), OR unemployed/JobSeeker.**

Yes → Go to question 3

No → Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. **END**

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## 3. Has the student previously commenced (started) a course under the JobTrainer initiative, either at GOTAFE or at another RTO?

Yes → Go to question 4

No → The student is eligible for a JobTrainer Concession Tuition fees, or Free TAFE. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they will be granted a Skills First eligibility exemption. **END**

## 4. Did the previous JobTrainer course have the same Course Title (including superseded qualification titles)?

Yes → The student is eligible for a JobTrainer Concession Tuition fees, or Free TAFE. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they will be granted a Skills First eligibility exemption. **END**

No → The student is not able to have tuition fees waived for a second JobTrainer course, but can still enrol in the course. Work through the Skills First Eligibility Decision Tree to determine if the student is eligible for Skills First funding. If they are not eligible, they may be considered for a Skills First eligibility exemption application. **END**

## Section D: Course Lists

### Foundation Skills Courses

10725NAT	Course in Preliminary Spoken and Written English	22473VIC	Certificate II in General Education for Adults
10726NAT	Course in Spoken and Written English for Job Seeking	22474VIC	Certificate III in General Education for Adults
10727NAT	Certificate I in Spoken and Written English	22476VIC	Certificate I in General Education for Adults (Introductory)
10728NAT	Certificate II in Spoken and Written English	22482VIC	Course in Initial EAL
10729NAT	Certificate III in Spoken and Written English	22483VIC	Course in EAL
10730NAT	Certificate IV in Spoken and Written English for Further Study	22484VIC	Certificate I in EAL (Access)
22293VIC	Certificate I in Initial Adult Literacy and Numeracy	22485VIC	Certificate II in EAL (Access)
22294VIC	Course in Initial Adult Literacy and Numeracy	22486VIC	Certificate III in EAL (Access)
22554VIC	Course in Initial Adult Literacy and Numeracy	22487VIC	Certificate IV in EAL (Access)
22555VIC	Certificate I in Initial Adult Literacy and Numeracy	22488VIC	Certificate II in EAL (Employment)
22301VIC	Certificate I in Transition Education	22489VIC	Certificate III in EAL (Employment)
22302VIC	Certificate I in Work Education	22490VIC	Certificate IV in EAL (Employment / Professional)
22481VIC	Certificate II in Work Education	22491VIC	Certificate III in EAL (Further Study)
22333VIC	Certificate I in Developing Independence	22492VIC	Certificate IV in EAL (Further Study)
22447VIC	Certificate I in Mumgu-dhal tyama-tiyt	LNSUPPORT	Literacy and Numeracy Support
22448VIC	Certificate II in Mumgu-dhal tyama-tiyt	FSK10113/FSK10119	Certificate I in Access to Vocational Pathways
22449VIC	Certificate III in Mumgu-dhal tyama-tiyt	FSK10219/FSK10219	Certificate I in Skills for Vocational Pathways
22471VIC	Course in Initial General Education for Adults	FSK20113/FSK20119	Certificate II in Skills for Work and Vocational Pathways
22472VIC	Certificate I in General Education for Adults	VCALFND001	Victorian Certificate of Applied Learning (Foundation)

### Pre-Apprenticeship and Pathways Courses

AUR20218/AUR20220	Certificate II in Automotive Air Conditioning Technology	UEE22011/UEE22020	Certificate II in Electrotechnology (Career Start)
AUR20916/AUR20820	Certificate II in Automotive Body Repair Technology	MEM20413	Certificate II in Engineering Pathways
AUR20516/AUR20520	Certificate II in Automotive Servicing Technology	22470VIC	Certificate II in Engineering Studies
AUR20716/AUR20710	Certificate II in Automotive Vocational Preparation	MSF20313	Certificate II in Furniture Making
FBP20217	Certificate II in Baking	MSF20413	Certificate II in Glass and Glazing
22338VIC	Certificate II in Building and Construction Pre-apprenticeship	AHC20416	Certificate II in Horticulture
CPC20211/CPC20220	Certificate II in Construction Pathways	AMP20117	Certificate II in Meat Processing (Food Services)
22499VIC	Certificate II in Electrotechnology (Pre-vocational)	22304VIC	Certificate II in Plumbing (Pre-apprenticeship)
		ICP20115	Certificate II in Printing and Graphic Arts (General)
		AHC20716	Certificate II in Production Nursery
		SHB20216	Certificate II in Salon Assistant
		22285VIC	Certificate II in Signage and Graphics

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## Free TAFE Courses

Certificate II in Agriculture	Certificate III in Hospitality	Certificate IV in Disability
Certificate III in Agriculture	Certificate III in Individual Support	Certificate IV in Education Support
Certificate III in Agriculture (Dairy Production)	Certificate III in Rail Infrastructure	Certificate IV in Engineering
Certificate III in Allied Health Assistance	Certificate III in Tourism	Certificate IV in Mental Health
Certificate III in Civil Construction	Certificate IV in Accounting and Bookkeeping	Certificate IV in Mental Health Peer Work
Certificate III in Civil Construction Plant Operations	Certificate IV in Ageing Support	Certificate IV in Plumbing and Service
Certificate III in Commercial Cookery	Certificate IV in Agriculture	Certificate IV in Youth Work
Certificate III in Community Services	Certificate IV in Alcohol and Other Drugs	Diploma of Accounting
Certificate III in Concreting	Certificate IV in Allied Health Assistance	Diploma of Building and Construction (Building)
Certificate III in Construction Waterproofing	Certificate IV in Building and Construction (Building)	Diploma of Community Services
Certificate III in Dental Assisting	Certificate IV in Child, Youth and Family Intervention	Diploma of Early Childhood Education and Care
Certificate III in Early Childhood Education and Care	Certificate IV in Civil Construction Supervision	Diploma of Justice
Certificate III in Education Support	Certificate IV in Community Services	Diploma of Nursing
Certificate III in Health Services Assistance	Certificate IV in Cyber Security	Advanced Diploma of Accounting
Certificate III in Horticulture	Certificate IV in Dental Assisting	Advanced Diploma of Building Surveying

## Free Apprenticeship Pathway Courses

Certificate II in Automotive Air Conditioning Technology	Certificate II in Construction Pathways	Certificate II in Meat Processing (Food Services)
Certificate II in Automotive Body Repair Technology	Certificate II in Electrotechnology (Career Start)	Certificate II in Plumbing Pre-apprenticeship
Certificate II in Automotive Servicing Technology	Certificate II in Electrotechnology (Pre-vocational)	Certificate II in Printing and Graphic Arts (General)
Certificate II in Automotive Vocational Preparation	Certificate II in Engineering Pathways	Certificate II in Production Nursery
Certificate II in Baking	Certificate II in Engineering Studies	Certificate II in Salon Assistant
Certificate II in Building and Construction Pre-apprenticeship	Certificate II in Furniture Making	Certificate II in Signage and Graphics
	Certificate II in Glass and Glazing	
	Certificate II in Horticulture	

## GOTAFE JobTrainer Courses

Certificate II in Agriculture	Certificate III in Concreting	Certificate IV in Child, Youth and Family Intervention
Certificate II in Automotive Air Conditioning Technology	Certificate III in Dental Assisting	Certificate IV in Community Services
Certificate II in Automotive Body Repair Technology	Certificate III in Early Childhood Education and Care	Certificate IV in Cyber Security
Certificate II in Automotive Vocational Preparation	Certificate III in Education Support	Certificate IV in Design
Certificate II in Baking	Certificate III in Hairdressing	Certificate IV in Disability
Certificate II in Building and Construction Pre-apprenticeship	Certificate III in Health Services Assistance	Certificate IV in Education Support
Certificate II in Electrotechnology (Career Start)	Certificate III in Horticulture	Certificate IV in Engineering
Certificate II in Engineering Studies	Certificate III in Hospitality	Certificate IV in Laboratory Techniques
Certificate II in Plumbing (Pre-apprenticeship)	Certificate III in Individual Support	Certificate IV in Mental Health
Certificate II in Salon Assistant	Certificate III in Information, Digital Media and Technology	Certificate IV in Mental Health Peer Work
Certificate III in Agriculture	Certificate III in Pathology Assistance	Certificate IV in Outdoor Leadership
Certificate III in Agriculture (Dairy Production)	Certificate III in Pathology Collection	Certificate IV in Plumbing and Services
Certificate III in Allied Health Assistance	Certificate III in Tourism	Certificate IV in Training and Assessment
Certificate III in Barbering	Certificate IV in Accounting and Bookkeeping	Certificate IV in Veterinary Nursing
Certificate III in Beauty Services	Certificate IV in Agriculture	Certificate IV in Work Health and Safety
Certificate III in Commercial Cookery	Certificate IV in Alcohol and Other Drugs	Diploma of Accounting
Certificate III in Community Services	Certificate IV in Allied Health Assistance	Diploma of Community Services
	Certificate IV in Beauty Therapy	Diploma of Early Childhood Education and Care
	Certificate IV in Building and Construction (Building)	Diploma of Nursing