HIGHER LEVEL SKILLS INFORMATION

First Door is approved to provide Government funded Higher Level Skills training in ***CHC50113 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://training.qld.gov.au/site/providers/Documents/funded/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, and not be enrolled in, a certificate IV or higher level qualification, not including qualifications completed at school and foundation skills training

Employers participating in the program are expected to:

- Select a PQS that can best meet their training needs based on price, delivery mode and location, trainer experience, resource requirements or other identified needs
- Support eligible employees to participate in the training and achieve the desired outcome
- Make a co-contribution towards training costs which may include PQS fees, wages, supervisors, trainers or facilities

Important information

- Students undertaking a qualification in *Early Childhood Education & Care* are required to complete work placement as part of your assessment requirements.
- **Once you complete a qualification through this program you will no longer be eligible for further subsidised training under this program.**
- 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 *Higher Level Skills Program Policy 2019-20.* These fees may be paid on the student's behalf by an employer or a third party but cannot be paid by First Door.

- 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.

Please contact us to see if you qualify for a **40% fee partial exemption**, reducing fees to $10 per unit, e.g. by holding a Health Care Card. You may apply for **full exemption of fees**, if payment of these fees would cause extreme financial hardship.

Studying with First Door

Students enrolled with First Door access course resources through our student eLearning portal. Brisbane based students are able to attend a five hour interactive workshop for each 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 mentoring relevant to the current unit of study.

First Door provides up to **one hour workplace mentoring meeting** for relevant units or a phone/zoom meeting, depending on location.

Contact us for more information

first door
Early Childhood Professional Learning

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Early Childhood Professional Learning

HIGHER LEVEL SKILLS AGREEMENT FORM

SECTION 1: Student details and eligibility						
Student full name:						
Your previous surname/s:				**Previous surname?**	Yes	No
Please state your highest achieved qualification:						
I have previously enrolled in: (circle qualification level)	Certificate 3	Certificate 4	Diploma	**Course name/s:**		
Are you over 15 years old, and finished school?	Yes	No	**Are you a permanent resident in Queensland?**		Yes	No
Circle which one describes you:	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 **work placement** 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 access course resources through our student eLearning portal. Brisbane based students are able to attend a five hour interactive workshop for each unit, as detailed in the student's training plan.		
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 2019-20*. These fees may be paid on my behalf by an employer or a third party but cannot be paid by First Door. **First Door charges $25 per unit as the co-contribution fee.** 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.		
tick a) ☐ OR b☐	**Partial fee exemption: a)** I wish to apply for *fee exemption* to reduce the fee per unit to 40% and pay $10 per unit by having a Health Care Card or by being an Aboriginal or Torres Strait Islander person. (please circle the reason that applies) **b)** I wish to apply for *full fee exemption* 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 4 or higher-level 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://training.qld.gov.au/site/providers/Documents/funded/hls-student-factsheet.pdf

Student name:			
Student signature:		**Date:**	
First Door Representative name:			
First Door Representative signature:		**Date:**	
Checked in DET Connect by:		**Date:**	