

Student training and employment survey

Fact sheet

Background

In accordance with the [Skills Assure Supplier Policy 2020-21](#) for Queensland VET Investment programs (Certificate 3 Guarantee and Higher Level Skills), Skills Assure Suppliers (SAS) must ensure students complete a student training and employment survey within three months of completing or discontinuing training.

Survey requirements

SAS must ensure that:

- students are aware that, when accessing a Queensland Government subsidised training place, it is a requirement that they must complete a student training and employment survey within three months of completing or discontinuing their training
- they effectively manage the survey process to achieve an adequate student response rate
- a completed [departmental survey template](#) is submitted quarterly in accordance with the timelines set out in this fact sheet
- evidence of each student's survey response is retained.

Survey questions

The survey instrument used and the method of collection are at the discretion of the SAS.

The survey must include the following four questions:

Q1. Which best describes your motivation for undertaking your training? (tick only one):

- To help me find a job
- To support my current career and improve my chances for promotion
- To help me change careers
- General interest

Q2. Which best describes your assessment of the quality of your training? (tick only one):

- Very satisfied with the overall quality of the training
- Somewhat satisfied with the overall quality of the training
- Somewhat dissatisfied with the overall quality of the training
- Very dissatisfied with the overall quality of the training

Q3. Did you complete your training?

- Yes
- No. If no, please identify the main reason for non-completion (tick only one):
 - Change in interests/personal circumstances
 - Unable to meet requirements of qualification/course
 - Found the training experience to be unsuitable
 - Other

Q4. Which best describes the impact of your training on your current employment or further study status? (tick only one):

- Not employed before training, employed after training
- Not employed before training, not employed after training
- Under-employed/employed before training, improved job outcome after training
- Under-employed/employed before training, no improvement in job outcome after training
- Planning to/or currently undertaking study with a university
- Employed in an apprenticeship/traineeship



Survey reporting

Survey reporting is to be submitted on a quarterly basis. The completed survey template must contain the collated data of all students who have completed or discontinued their training during the reportable quarter. This includes a nil report for SAS who have no completions or discontinuing students for the quarter.

SAS must email the completed template to contractmanagement@desbt.qld.gov.au.

Reportable quarter	Timeframe to survey participants	Survey outcomes to be submitted by
1 July to 30 September	1 October to 31 December	14 January
1 October to 31 December	1 January to 31 March	14 April
1 January to 31 March	1 April to 30 June	14 July
1 April to 30 June	1 July to 30 September	14 October

More information

For more information on SAS requirements, visit desbt.qld.gov.au/training/providers/sas/contract or email contractmanagement@desbt.qld.gov.au.