

# 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](mailto: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](https://desbt.qld.gov.au/training/providers/sas/contract) or email [contractmanagement@desbt.qld.gov.au](mailto:contractmanagement@desbt.qld.gov.au).

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