

Contract Connector

General information

Department emails

The Department has recently experienced technical issues with the contractmanagement@desbt.qld.gov.au mailbox. If you have sent an email to this inbox and not received a timely response, please contact your Contract Manager directly via their phone line. We sincerely apologise for any inconvenience caused.

SAS Portal Now Live

The SAS Portal is now live, and the Department has provided access to all organisations with a current Skills Assure Supplier agreement. While the portal is fully operational, it remains a work in progress, with planned updates to enhance its content and improve its usability through a more engaging design, including the addition of buttons for easier navigation.

Through the SAS Portal, you can access a wide range of policies and information on key topics that were previously available on the Department's website. The portal also provides access to essential forms and templates, such as the EFT form and contact form, ensuring you have the resources you need in one convenient location.

Stay tuned for further updates as we continue to improve the portal's functionality and user experience!

VET Activity Data Extraction and Payment Schedule Update

With the execution of your new Skills Assure Supplier (SAS) Agreement, the Department will begin extracting VET activity data for any units of competency with Activity End

Dates recorded against your new agreement number(s). To ensure accuracy, this extraction will only occur after the initial process for the former agreement has been finalised, preventing any complications to payment calculations or competency counts.

Key Information for Agreements with a QS Prefix:

You may receive two payments until December 2025 for the 2025–26 financial year. This applies only if you are a supplier approved to deliver VET in Schools (VETiS) through a Deed of Agreement, which commenced on 1 July 2025 and expires on 28 November 2025. The Deed allows payments for up to 30 days after its expiration under your former agreement number. The second payment will be processed under the terms of your new agreement number for all 2025–26 claims.

Key Information for Agreements with a PS Prefix:

For agreements with a PS prefix, you will continue to receive two payments per month until October 2025 due to the 90-day reporting period. One payment will relate to the 2024–25 financial year under your former agreement number, while the other will cover claims for the 2025–26 financial year under your new agreement number.

If you have any questions about the payment schedule or agreement terms, please contact your Contract Manager for further clarification.

No Variations to Delivery or Service Locations During Agreement Finalisation

The Department remains steadfast in its commitment to addressing Queensland's workforce skills needs by funding qualifications that align with industry demand. This targeted investment supports over 200,000 Queenslanders annually to gain training in priority industries, ensuring a skilled workforce for the state's future.

Through the SAS framework, government-subsidised training is delivered exclusively by high-performing registered training organisations (RTOs). Currently, the Queensland Government subsidises more than 420 qualifications and 29 skill sets across the Career Start, Career Boost, and VETiS programs.

Following the recent Expression of Interest (EOI) process, eligible RTOs were invited to express their interest in delivering government-subsidised training. Over the past nine weeks, the majority of agreements under the new framework for Career Start and Career Boost have been successfully executed. The Department is now progressing into the next phase of the Career Ready/VETiS EOI process, working diligently to finalise deeds with suppliers who were presented with an offer.

During this period, the Department would like to take this opportunity to confirm that no variations to delivery or service locations will be considered across any SAS program,

including Career Start, Career Boost, and VETiS at this time. This includes expressions of interest for additional products or changes to approved delivery locations. This decision will remain in place until all agreements under the SAS framework are finalised, and a comprehensive analysis is completed to identify any potential delivery gaps.

By taking this strategic and measured approach, the Department ensures that training delivery is aligned with Queensland's workforce needs, achieving the best possible outcomes for students and industries alike.

Further updates will be shared once the agreements are finalised, and the analysis is complete.

Thank you for your cooperation and continued support as we work together to build a skilled and resilient Queensland workforce.

Concurrent Training Delivery in VETiS Certificate I and II qualifications and School-Based Apprenticeships and Traineeships

The Department is committed to ensuring that Queensland students receive high-quality training that aligns with their employment pathways and supports their future career success.

Program Intent and Future Direction

The VET Investment-funded VETiS program is designed to equip students with foundational skills and qualifications in priority industries, preparing them for further training or employment. Similarly, the SAT program aims to integrate employment, school-based learning and practical, on-the-job training, ensuring students gain the skills and experience needed for their chosen career.

The new SAT Program Schedule clarifies that students are not permitted to be concurrently enrolled in VETiS-funded qualifications while undertaking a school-based apprenticeship or traineeship.

Transition Period and Compliance

Given the new SAS framework and that VETiS 2026 schedules are yet to be finalised, the department will consider concurrent enrolments on a case by case basis until 31 December 2025. The Department reminds all stakeholders that this is a temporary measure. From 1 January 2026, the Department will adopt a firmer approach to compliance with the SAT Program Schedule, which explicitly prohibits concurrent enrolments.

RTOs, schools, and employers are encouraged to work collaboratively to ensure that students are enrolled in qualifications that best align with their employment pathways and

career goals. This will not only support compliance with program requirements but also ensure students receive the maximum benefit from their training.

Supporting Students and Stakeholders

The Department recognises the importance of clear communication and support during this transition period. Stakeholders are encouraged to review their current enrolment practices and ensure they align with the intent of the VETiS and SAT programs.

The Department remains committed to working with all stakeholders to ensure a smooth transition and to uphold the integrity and intent of Queensland's training programs.


Celebrating Queensland's training excellence!


The 2025 Queensland Training Awards State Final was a night to remember, with more than 600 attendees celebrating the best in vocational education and training. From almost 750 nominations and three judging rounds, the awards truly showcased talent, passion and achievement.


Congratulations to this year's 14 state winners and thank you to all finalists for setting such a high benchmark. From passionate apprentices and trainees to inspiring trainers, supportive employers and pioneering training initiatives, the impact of these awards is something Queensland can be proud of.

Eleven winners will go on to represent Queensland at the [Australian Training Awards](#) in Darwin on Friday, 5 December 2025.

Among the standout winners were:

 Large Training Provider of the Year: CQUniversity Australia

 Small Training Provider of the Year: Hastings Deering (Australia)

 VET Teacher or Trainer of the Year: Andrew Abbas, CQUniversity Australia

View the full [list of winners](#) and join us in cheering on Team Queensland on the national stage.

Vocational Placement Learning Module

The Department is excited to announce the launch of a series of pre-recorded learning modules designed to make compliance and reporting simpler. Whether you are a new Skills Assure Supplier or an experienced one looking for a refresher on processes and

requirements, these modules offer practical guidance to help you navigate your responsibilities with confidence.

The first module in the series, **Vocational Placement**, is now live on the SAS Portal. This resource walks you through the essential aspects of vocational placements, including your obligations as a supplier. You'll gain a clear understanding of the roles and responsibilities of all parties involved and learn what is required to establish compliant vocational placement agreements.

Log into the SAS Portal today and explore the Vocational Placement module.

Reporting

Upcoming DTET data submission to NCVER - 2025 QUARTER 3 VET COLLECTION

The DTET Data Management team passes on AVETMISS compliant data received from RTOs to the National Centre for Vocational Education Research (NCVER) on a quarterly basis.

These submissions to NCVER are used:

- to populate the student USI Transcript service,
- for national reporting purposes, and
- to assist RTOs in meeting their national reporting obligations.

DTET's next submission to NCVER will be based on AVETMISS compliant data received from RTOs prior to **Wednesday 1st of October 2025**. Please be aware that any validation errors associated with your data may prevent DTET from including some or all of the data provided by your organisation in NCVER submissions. DTET encourages RTOs to regularly submit AVETMISS data and review and correct all data issues identified in their validation reports as soon as possible.

The [DTET RTO Data Collection webpage](#) provides further information regarding data reporting requirements. Any enquiries can be emailed to stac@dtet.qld.gov.au

QCAA Reporting

To ensure DTET is able to forward your VET activity data to QCAA for the banking of credits towards a 2025 Queensland Certificate of Education (QCE), relevant VET activity data must be reported to us no later than **Thursday, 27 November 2025**. Please enable time for data processing, transfer to QCAA and resolution of any technical or validation issues. VET Data Management recommends submitting data relating to school students as soon as possible

so it can be validated and transfer to QCAA confirmed prior to November.

Any enquiries can be emailed to stac@desbt.qld.gov.au.

Reporting of Continuing Students on New Agreements

A continuing student is defined as a student who has commenced their qualification **before 1 July 2025**. For students under former programs, such as the Certificate 3 Guarantee or Higher Level Skills program, commencement is determined by the **Minimum Activity Start Date** of the qualification or skill set being **30 June 2025 or earlier**, as illustrated in the image below.

It is important note that the calculation of the Minimum Activity Start Date excludes **85 (not yet started)** outcome codes but includes **60 (credit transfer)**.

[READ MORE >>](#)

Reporting for Skilling Queenslanders for Work

If you are a supplier approved to deliver training and assessment services under a funded Skilling Queenslanders for Work project, the funded community based organisation would have been issued an agreement. This agreement provides specific details on how you are required to report delivery against the Career Start program.

For general training, the fund source code of SQT remains unchanged. Additionally, you must continue to report the relevant Purchasing Contract Schedule Identifier (a three-character alphanumeric field) associated with the project in your VET activity data.

For Work Skills Traineeships, a new fund source code, P01, has been introduced. Training under this program must be reported against your agreement that contains a PS prefix.

875 – State Funding Not Approved – Previously Held Qualification

Under the **Career Start** and **Career Boost** program policies, prospective students enrolling in the general training pathway are not eligible for funding if they already hold a qualification at the same or higher level than the qualification they intend to enrol in. However, there are exceptions to this rule. These include foundation skills delivery, qualifications undertaken at school, or qualifications that have an exemption as listed on the Queensland Subsidised Training List.

The new programs represent a significant shift from the former Certificate 3 Guarantee and Higher Level Skills programs. Qualifications completed more than 10 years ago are no longer considered a barrier to entry. This change reflects the importance of

ongoing learning and the need for skill refreshment in a rapidly evolving job market.

To align with this policy change, the **875 contract validation** has been updated. The validation now reviews the completion year of the student's previously held qualification. If the prior qualification was completed within 10 years of the minimum start date for the new qualification, the 875 error will trigger, indicating the student is ineligible for funding.

It is important to note that the validation cannot reference the exact date of qualifications completed prior to 2018, as this data was only collected from the **AVETMISS 8 release** onwards (via the **Date Program Completed** field in the **NAT00130** file).

If a student becomes eligible during the year, such as when their prior qualification reaches the 10-year threshold, an exemption can be requested.

To request an exemption to be processed in the system for this error, you must provide your **Contract Manager** with a copy of the student's statement of attainment for the previous qualification.

Compliance monitoring

Your **Attachment A** outlines the approved delivery modes for each qualification you are authorised to deliver. The approved delivery modes must be adhered to when delivering training.

You are **not required** to make any changes or complete additional fields in your VET activity data. Reporting should continue to align with **AVETMISS** requirements as usual.

As part of the Department's **compliance monitoring**, your reported delivery modes will be assessed against the approved types specified in your **Attachment A**. Ensuring your delivery aligns with these approved modes is essential for maintaining compliance with your agreement.

If you have any questions or need clarification regarding your approved delivery modes, please contact your **Contract Manager**.

Spotlight on policy

Responsibility of Skills Assure Suppliers to Organise Vocational Placements

Under the **Skills Assure Supplier (SAS) Policy 2025–2028**, it is your responsibility to organise vocational placements for students where required by the training package or qualification. These placements are critical for ensuring students gain practical, real-world experience and meet the requirements of their training. You must ensure that all placements comply with the training package, including the specified number of supervised hours and the scope of work to be undertaken.

The policy requires you to actively arrange placements with suitable employers, provide ongoing guidance and support to students during the placement, and monitor their progress to ensure the placement aligns with both the student's learning needs and qualification requirements. This includes conducting site visits, maintaining regular communication with employers, and promptly addressing any issues that arise during the placement.

The Department monitors compliance with this requirement, and you must retain evidence of all vocational placements you arrange. This includes signed agreements with employers and detailed records of student participation.

To find out more, watch the new learning module available via the SAS Portal for further guidance.

To unsubscribe please email your request to contractmanagement@dtet.qld.gov.au

This email was sent by the Department of Trade, Employment and Training, Queensland, Australia

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