

Higher Level Skills

RTO fact sheet

What is the Higher Level Skills program?

The Higher Level Skills program provides eligible individuals with access to a subsidised training place in selected certificate IV level or above qualifications and priority skill sets.

The aim is to assist individuals to gain the higher-level skills required to secure employment or career advancement in priority industries or to transition to university to further their studies.

Employers may also be able to access training to address workplace development needs.

What training is available?

Subsidies are provided for a select number of certificate IV, diploma and advanced diploma level qualifications and priority skill sets critical to productivity within the workplace.

The full list of subsidised qualifications and skill sets is available on the *Priority Skills List* at www.desbt.qld.gov.au/training/providers/funded/priority-skills-list.

Restrictions and/or exemptions may apply to enrolment in certain subsidised courses based on industry and advice and national training package requirements and these are detailed in the *Priority Skills List*.

How does the program work?

A list of registered training organisations (RTOs) approved to deliver each subsidised qualification is published on the Queensland Skills Gateway – visit www.skillsgateway.training.qld.gov.au.

Individuals and employers are free to choose their preferred RTO from this list. However,

the only qualifications subsidised through this program are those:

- listed on the Priority Skills List; and
- delivered by a RTO who is a pre-approved Skills Assure Supplier (SAS).

The subsidy is paid directly to the SAS as training is delivered and reported to the Department of Employment, Small Business and Training.

How can RTOs participate?

RTOs must be pre-approved by the department as a Skills Assure Supplier (SAS) to deliver subsidised training and assessment services under High Level Skills. Read more about becoming a SAS at www.desbt.qld.gov.au/training/providers/sas/become.

What level of subsidy is available?

The subsidy represents the level of government contribution for a qualification and varies between qualifications based on a number of factors.

The investment priority or importance of the training influences the size of the government subsidy. Training in vocational areas that align with important economic and industry skills needs will receive a higher government subsidy.

A higher subsidy will also be paid to support participation by concessional students, such as disadvantaged learners, and for training delivered locally in identified country and remote areas of Queensland, and Cape York and the Torres Strait. The full list of subsidy levels for qualifications is available on the Priority Skills List. The location and loading list can be found on the [Priority Skills List webpage](#)



Who is eligible to receive training?

To be eligible for the Higher Level Skills program, individuals must:

- be aged 15 years or over;
- be no longer at school;
- permanently reside in Queensland;
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen;
- not hold a certificate IV or higher-level qualification, not including qualifications completed at school and foundation skills training; and
- not be enrolled in another qualification, not including foundation skills training.

In addition to the standard eligibility requirements, specific restrictions and/or exemptions may apply to participation in certain subsidised qualifications. Any additional eligibility requirements will be based on industry advice or requirements under the relevant national training package and will be detailed in the Priority Skills List.

It is compulsory for all SAS to use the department's [Apprenticeships / All Students Info – Self Service \(AISS\)](#) tool/search facility within 30 days prior to enrolment, to help confirm whether prospective students have previously attained, or are currently completing, other qualifications. AISS may not capture all student records or awards, therefore SAS must also request and retain evidence from prospective students whether they hold, or are currently enrolled in, other qualifications and not rely solely on AISS.

Does the individual need to contribute to the cost of training?

Individuals undertaking training must contribute to the costs of their training through a co-contribution fee. While the fee amount is determined by the SAS, it is expected the co-contribution fee will be greater for higher-level training given the increased benefits that accrue to individuals and industry.

The co-contribution fee may be paid on behalf of the student by an employer or another third party, but cannot be paid or waived by the SAS or any organisation related to the SAS, unless approved by the department.

What outcomes are expected?

Each SAS is measured on successful training completions, quality of training experience and whether the training resulted in an employment benefit such as securing a job, career advancement or transition to university for further education.

Individuals and employers will need access to a range of information to ensure they make an informed choice about a subsidised training place. To support this, a SAS must meet a number of performance standards if they wish to participate and maintain their SAS status for the program. Refer to the *SAS policy* at https://desbt.qld.gov.au/_data/assets/pdf_file/0019/7822/c3g-policy.pdf for more information.

More information

For more information on the Higher Level Skills program, including eligibility requirements, subsidy information, concessional student status and program related documents, visit www.desbt.qld.gov.au/training/providers/funded/higher-level-skills