

# Trade Skills Assessment and Gap Training Program Policy 2021-24

## Trade Skills Assessment and Gap Training Program Policy 2021-24

Policy owner:	Deputy Director-General Investment
Approval date:	November 2020
Effective date:	November 2020
Related documents:	1. <a href="#">Trade Skills Assessment and Gap Training Program VET Services Agreement</a> 2. <a href="#">User Choice Policy 2021-23</a>
Version control:	1.2

All documents are available online at:  
[www.desbt.qld.gov.au/training](http://www.desbt.qld.gov.au/training).

## Overview and objectives

The Trade Skills Assessment and Gap Training (TSAGT) Program provides eligible Queenslanders with industry experience with the opportunity to complete a priority trade qualification.

The program's principal aims are to:

- minimise current and potential trade skills shortages
- address emerging trade skills needs in the economy or in communities
- support individual career advancement within industries
- enable individuals to attain a qualification in a priority trade area.

The TSAGT Program complements apprenticeship pathways, and is distinct from the User Choice 2021-24 Program and its associated policies, guidelines and procedures.

## Who is eligible to receive training?

The TSAGT Program targets individuals assessed as demonstrating substantial competency in a priority trade qualification.

Eligible participants will be skilled individuals who:

1. can successfully complete a minimum of 60 per cent of the funded competencies in a priority trade qualification through recognition of prior learning (RPL)
2. require gap training in no more than 40 per cent of the funded competencies/points of a priority trade qualification to enable completion of the qualification.

To be eligible, participants must also:

- be 21 years of age or over
- permanently reside in Queensland
- be an Australian citizen, or 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 have previously completed a trade qualification in the same industry area, that is, a qualification within the same national training package
- not currently be an apprentice or trainee as defined in the *Further Education and Training Act 2014*.

Selection of participants is at the discretion of funded organisations in close collaboration with industry and is subject to the above eligibility criteria.

Permission to recruit participants outside of these criteria needs to be sought from the Department of Youth Justice, Employment, Small Business and Training (DYJESBT) in writing.

## What training is available?

Every participant must be enrolled in a priority trade qualification, that is, an eligible qualification aligned to a restricted calling that has been declared in Queensland, or in other training approved by DYJESBT as a priority through the program assessment process.

For a list of TSAGT Program eligible qualifications, go to  
<https://desbt.qld.gov.au/training/providers/funded/tradegap/eligible-qualifications>.



Trade qualifications in construction and those aligned to licensed outcomes, such as electrical or plumbing trades, are not eligible for funding under the program.

Details about funding available for construction trade qualifications can be obtained from Construction Skills Queensland (CSQ).

Enrolment in lower-level qualifications is not permissible under the TSAGT Program.

## Who is eligible to apply for funding?

Registered training organisations seeking to provide TSAGT Program training and assessment services in Queensland must:

- be approved as a User Choice Skills Assure Supplier (SAS) in Queensland
- have the proposed qualifications approved under their User Choice SAS Agreement at the time of submitting the application
- have training and completion outcomes for the requested qualifications on their User Choice SAS Agreement
- have verifiable support from employers willing to upskill employees or employ graduates upon program completion.

## What outcomes are expected?

The program aims to increase the achievement of trade qualifications and increase the skills profiles of participating Queensland individuals and enterprises.

The following key performance indicators (KPIs) are expected from training and assessment services through the program:

- 70 per cent of participants complete minimum RPL requirements and transition to gap training
- 70 per cent of participants that commence gap training achieve the qualification
- 70 per cent of graduates gain an employment benefit from the training.

## How do eligible organisations apply for funding?

Eligible Queensland User Choice SAS can request program funding by completing the online [TSAGT Program funding request form](#) at any time during the year.

DYJESBT is not bound to accept any application and reserves the right to discontinue or change the funding process as appropriate.

Further information is available on the Training website.

## What are the funding conditions of the program?

Funding is available for the costs associated with RPL and the provision of gap training for a priority trade qualification.

Program funding is available on the basis of:

- a payment of \$2000 per participant to undertake the RPL process, which will include assessment of credit transfer evidence
- gap training delivery costs at a rate of \$2700 per participant to complete the qualification.

Requests for variations to the delivery period must be accompanied by information outlining why each individual student was unable to complete in the required time and what steps the SAS and their employer (where applicable) is taking to ensure participant completion within the proposed variation period.

## Other information

Participants will be required to contribute to the cost of their gap training at the User Choice rate of \$1.60 per nominal hour or, where eligible, at the User Choice concessional rate. No participant cohorts are exempt from paying fees for this program.

SAS must not require participants to contribute to the cost of their RPL.

The program is available throughout Queensland.

Organisations that have submitted a request to deliver the program may request a review of a decision made by DYJESBT in relation to the provision of funding under the program. Appeals must be lodged in writing to:

VET Programs & Investment  
Department of Employment, Small Business and Training  
PO Box 15483  
CITY EAST QLD 4002

Or via email: [vpj@desbt.qld.gov.au](mailto:vpj@desbt.qld.gov.au)



Queensland  
Government

Organisations will be notified in writing of the outcome of the appeal within 21 business days of receipt of the appeal.

## **More information**

For more information about the TSAGT Program, phone 1300 369 935 or visit the

program webpage at

<https://desbt.qld.gov.au/training/providers/funder/tradegap>



**Queensland**  
Government