

Jobs and Skills WA Fact Sheet

Participation–Work Readiness Program

Jobs and Skills WA is the State Government initiative responsible for prioritising WA's investment in training. AVT is a preferred provider delivering a number of qualifications under Jobs and Skills WA subsidised programs.

Participation–Work Readiness program eligibility

Participation–Work Readiness is a program under Jobs and Skills WA.



To be eligible for a for a Participation–Work Readiness funded place you must:

- Work **less than 20 hours per week** (in any industry). You are not currently working or are classified as underemployed.

OR

- Provide a written referral from an Approved Participation Referral Agent or by another agency. Referral agents are organisations that offer support services to individuals including the Disability Services Commission, selected Job Active providers, Jobs and Skills Centres, and community-based organisations.

General eligibility for subsidised place

To be eligible to receive a subsidised place you must:

- Meet **one** of the following requirements:
 - Be 18 years old or over in the year of enrolment
 - Persons under 18 years of age in the year of enrolment are not eligible for a funded place unless they:
 - Are a Year 12 school leaver no longer enrolled in compulsory education OR
 - Hold a Department of Education (WA) approved Notice of Arrangement (NOA) or exempted from the School Education Act 1999. This does not include students undertaking a school based program such as an Apprenticeship, Traineeship, Pre-apprenticeship, or Aboriginal School Based Training (ASBT) Program.

AND

- Have a primary residence in Western Australia
- Have a valid USI (Unique Student Identifier)
- Be an Australian citizen; or
- Be a permanent visa holder; or
 - Holder of a sub-class 309, 444, 785, 790, or 820 visa;
 - secondary holders of a temporary visa of sub-class 457 or 482 visa;
 - secondary holders of temporary skilled visas 188, 489, 491 or 494;
 - temporary family visas 300, 445 or 461;
 - holder of a Bridging Visa E (subclasses 050 and 051) where the visa holder has made a valid application for a visa of subclass 785 or 790;
 - Ukraine citizens who are holders of a visa sub-class 449 or 786;
 - Afghan citizens who are holders of a visa sub-class 449;
 - holders of a bridging visa who are eligible to work, and who have made a valid application for a subclass 866.

Eligibility for concessional fees

If you are intending to claim the concession fee rate, you will be given the opportunity to inform us when you complete your Student Information and Payment Form. Please read the following important notes regarding concession eligibility.

The following students are entitled to the concession rate on course fees:

- Persons and dependants of persons holding:
 - a Pensioner Concession Card;
 - a Repatriation Health Benefits Card issued by the Department of Veterans' Affairs; or
 - a Health Care Card.
- Persons and dependants of persons in receipt of services from the following Commonwealth support or employment services programs:
 - Workforce Australia; or
 - ParentsNext.
- Persons and dependants of persons in receipt of AUSTUDY or ABSTUDY.
- Persons and dependants of persons in receipt of the Youth Allowance.
- Persons and dependants of persons who are inmates of a custodial institution.
- Secondary school-aged persons, not enrolled at school.

If you believe you may be eligible for the concessional rate of fees, please upload the relevant documentation when completing your Student Agreement and Payment Form.

If the concession is valid for the full enrolment period, then all eligible units commenced within that period attract the concession rate. If the concession is valid for part of the enrolment period, then only eligible units commenced on or after the start date and prior to the expiry of the concession attract the concession rate.

You must inform us immediately of any changes to your concessional fee eligibility status that occur throughout the duration of your enrolment.

If you have applied for a form of concession with the Department of Human Services and have not yet received approval, please select Non-Concession. You can only claim Concession status once you have obtained formal documentation. You can then contact us once you have received approval from the Department of Human Services and we will update your fees and payment plan options.

Payment options

As part of the Jobs and Skills WA program, we can only collect course fees for any units of competency that commence in the current calendar year. This is because the portion of the fees covered by the Jobs and Skills WA program are indicative only and are subject to change between each calendar year.

Your remaining course fees after the enrolment payment will be confirmed in an itemised invoice. This itemised invoice will detail the units that you will commence, with schedule and fee information for each unit, as well as payment options for your course fees. This itemised invoice will reflect any credit transfers and will be issued within the first week of your enrolment.

Definitions

Tuition Fees - Your contribution to the tuition fees as set out by Jobs and Skills WA.

Resource Fees - Charges for materials that are considered essential to a course or unit of study do not form part of the course fee. The resource fee covers materials purchased by AVT to be consumed or transformed by students in the course of instruction, such as workbooks, consumable training materials and essential uniforms.

Other Fees - Charges for other goods or services that are provided throughout the course (such as student amenities, excursions, Student ID cards, etc. *If optional excursions are scheduled, these may incur an additional cost to the fees in the table. These will be invoiced separately as they occur. The cost is approximately \$30 per excursion.*)

Student purchases - Includes items that are necessary for students to purchase from AVT to commence the course, examples include items such as textbooks, thermometers, treat pouches, fob watches. These items will be retained by you at the end of the course.