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| Higher Education and Skills Group**Participation Branch Memo****Department of Education and Training** |

***NUMBER:*** *2016 / October / 17*

**TO:**

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| Learn Local organisations *RTOs only* | ACFE Board | ACFE Regional Councils |
| Adult Education Institutions | Learn Local Stakeholders | Participation Branch Staff |

**FROM:** Eduard De Hue, Acting Director - Participation Branch

**DATE:** 17 / 10 / 2016

**SUBJECT: Invitation to provide feedback on current Eligibility Exemptions**

**ACTIONS / CRITICAL DATES:**

* *Please provide feedback by email by 31 October 2016 to* mcdonald.conrad.c@edumail.vic.gov.au
* *Telephone feedback is also most welcome*  (9651 3369)

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**Invitation to provide feedback on the current Eligibility Exemptions**

The Department is seeking feedback from Learn Local organisations (LLOs) which are also 2016 Registered Training Providers on the 2016 program of eligibility exemptions.

From 9 June 2016 LLOs have been able to apply eligibility exemptions to the upskilling and the ‘two commencements at level in a lifetime’ limitation for up to 15 per cent of their 2016 commencements. Providers have been asked to target the unemployed, those seeking to change jobs or industries, and those suffering disadvantage.

The Department is keen to draw on the LLO perspective on how such programs can improve, with a focus on ensuring that student needs can be met.

LLOs are invited to provide feedback on:

* the overall implementation of exemptions, including the guidance provided
* how the LLO seeks to manage delivery against the 15 per cent cap
* which cohorts of students are receiving an exemption
* which eligibility rule is most often being exempted (upskilling / 2 in-a-lifetime)
* who / which cohorts are missing out on a place in training, if at all, and why
* what issues and challenges are faced by LLOs in applying the exemptions
* any additional support or guidance LLOs would seek from the Department

Please provide feedback direct to:

Conrad McDonald

Senior Policy Officer

VET Policy, Higher Education and Skills Group

Phone 9651 3369 or email mcdonald.conrad.c@edumail.vic.gov.au