Student eligibility for Skills First

This fact sheet explains how you should apply Skills First eligibility rules and includes helpful example scenarios.

Eligibility requirements

To be eligible for Skills First funding, a student must be:

- an Australian citizen or permanent resident, or a New Zealand citizen

- physically present in Victoria when they're doing training and assessment.

There are limits on how much Skills First-funded training a student can do. This aims to maximise program completions and encourage students to make informed decisions about their training and employment opportunities.

Eligibility requirements are described in the VET Funding Contract (the contract) and the Guidelines About Eligibility (the guidelines).

You must apply the eligibility requirements unless there's an exemption in part C of schedule 1 of the contract or under any special initiatives. To grant an exemption you must follow the requirements of the relevant initiative.

Further information

Submit an enquiry via SVTS

Fact sheet: Sighting and retaining evidence of eligibility

Volume limits

To maximise program completions and encourage students to make informed decisions about training and employment opportunities, there are **3 limits** on how much training a student can do:

Limit	What?	When?	Not taking into account
'2 skill sets in a year' The student may make a maximum of…	commencements in skill sets (Skills First subsidised)	in a calendar year	• if a student is moving from a superseded program to the current version of the same program • if a student is recommencing training in the same program (at either the same or a different provider) • if a student has participated in '22510VIC – Course in identifying and responding to family violence risk'
'2 AQF qualifications in a year' The student may make a maximum of…	commencements in AQF qualifications (Skills First subsidised)	in a calendar year	• if a student is moving from a superseded program to the current version of the same program • if a student is recommencing training in the same program (at either the same or a different provider) • if a student is seeking to enrol in an apprenticeship after having participated in one of the programs identified as a 'Pre-Apprenticeship and Pathway Program' on the Funded Programs Report
'2 at a time' The student may undertake a maximum of…	programs (skill sets and AQF qualifications) (Skills First subsidised)	at any one time	• '22510VIC – Course in identifying and responding to family violence risk'

Example scenarios

These scenarios show examples of how to assess a student's eligibility.

Example 1 – Mohammed wants to enrol in the Certificate II in Ecology

This calendar year, Mohammed:	Is Mohammed eligible?
• **commenced and completed** the Certificate II in Food Processing (Skills First subsidised) • **commenced and completed** the Certificate II in Auslan (Skills First subsidised).	• **NO**. Mohammed has reached the '2 AQF qualifications in a year' limit, so he can't get Skills First funding for any more AQF qualifications this calendar year. • However, he is still eligible to enrol in up to 2 Skills First funded skill sets this year.

Example 2 – Sarah wants to enrol in the Certificate III in Engineering

This calendar year, Sarah:	Is Sarah eligible?
• **continued her training** in the Certificate III in Beauty Services that she started **last year** (Skills First subsidised) • **commenced** the Certificate III in Retail this year (Skills First subsidised). Both programs are still in progress.	• **NO.** Sarah has reached the '2 at a time' limit. • **However**, she can commence the Certificate III in Engineering later in the year if she completes or withdraws from one of her current courses. • If this happens, she will not be exceeding the '2 AQF qualifications in a year' limit because she commenced the Certificate III in Beauty Services last year.

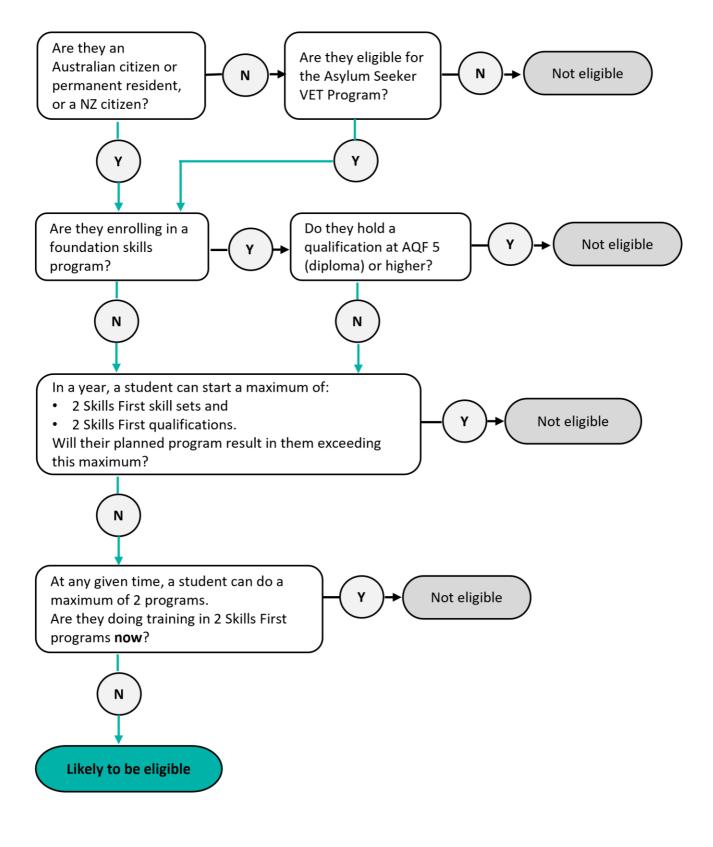## Example 3 – Stefan wants to enrol in the Certificate III in Tourism

This calendar year, Stefan:	Is Stefan eligible?
• **commenced** the Certificate III in Pet Grooming (Skills First subsidised) • **commenced** the Certificate III in Science (fee for service). Both programs are still in progress.	• **YES.** Stefan hasn't reached the '2 in a year' or the 'two at a time' limit, because only one of the programs he commenced this year was Skills First subsidised.

Example 4 – Nisha wants to enrol in the 'Assist Clients with Medication Skill Set'

This calendar year, Nisha:	Is Nisha eligible?
• **commenced** the Certificate II in Health Support Services (Skills First subsidised) • **commenced** the Course in Supporting People with Disability to use Medications (Skills First subsidised). Both programs are still in progress.	• **NO**. Nisha has reached the '2 at a time' limit. • However, because Nisha hasn't reached the '2 skill sets in a year' limit, they'd be eligible for the 'Assist Clients with Medication Skill Set' after they either finish or withdraw from one of the other programs.

Student eligibility flowchart

This flowchart helps you understand the steps to assess eligibility. It is a guide only and doesn't cover all individual student circumstances. Refer to the guidelines for comprehensive information on eligibility rules.

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Are they an Australian citizen or permanent resident, or a NZ citizen?
  │N→  Are they eligible for the Asylum Seeker VET Program?
  │                │N→  Not eligible
  │Y               │Y
  ▼                ▼
Are they enrolling in a foundation skills program?
  │Y→  Do they hold a qualification at AQF 5 (diploma) or higher?
  │                │Y→  Not eligible
  │N               │N
  ▼                ▼
In a year, a student can start a maximum of:
• 2 Skills First skill sets and
• 2 Skills First qualifications.
Will their planned program result in them exceeding this maximum?
  │                →Y  Not eligible
  │N
  ▼
At any given time, a student can do a maximum of 2 programs.
Are they doing training in 2 Skills First programs now?
  │                →Y  Not eligible
  │N
  ▼
Likely to be eligible
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