Department of Education and Training

Higher Education and Skills Group

Participation, Inclusion and Regional Engagement — Branch Memo

**TO:** RegisteredLearn Local providers

ACFE Board

 ACFE Regional Councils

 Adult education institutions

 Peak bodies and key stakeholders

 PIRE Branch staff

**FROM:** Edu De Hue, A/Director, Participation, Inclusion and Regional Engagement Branch.

**DATE:** 10/09/2019

**SUBJECT: Inclusion of asylum seekers referred by Jobs Victoria partners into Adult, Community and Further Education (ACFE) Board subsidised pre-employment pre-accredited training.**

Actions

* Note that the ACFE Board will exempt eligible Jobs Victoria registered and referred asylum seeker clients from citizenship requirements in order to enrol in identified ACFE Board subsidised pre-employment pre-accredited training programs.
* Read the attached operational protocol and guidelines and the Jobs Victoria Referral Form.

Background

The ACFE Board has approved the exemption of Jobs Victoria registered and referred asylum seeker clients from citizenship requirements to allow them to enrol in Jobs Victoria identified ACFE Board subsidised pre-employment pre-accredited training programs. This initiative is in support of a whole of government approach to overcoming challenges asylum seekers face in accessing Victorian government services.

Any Jobs Victoria partner can refer Jobs Victoria registered asylum seeker clients to Learn Local providers to participate in a Jobs Victoria identified pre-employment pre-accredited training program. The Jobs Victoria partner will cover the program tuition costs up to a maximum of $50 per asylum seeker per calendar year.

To be eligible and receive exemption from citizenship requirements, Jobs Victoria referred asylum seeker clients must hold a current valid Bridging Visa class ‘E’ (BVE), or a valid Temporary Protection Visa (TPV) or a valid Safe Haven Enterprise Visa (SHEV) and have work or study rights.

The Learn Local provider will determine eligibility of Jobs Victoria referred asylum seeker clients for undertaking the Jobs Victoria identified pre-employment pre-accredited program by conducting a visa check using Visa Eligibility Verification Online (VEVO) system to confirm exemption from citizenship requirements.

Once eligibility is verified, the Learn Local provider will assess Jobs Victoria referred asylum seeker clients to ensure they are suitable for the program as is required under standard pre-enrolment procedures. Learn Local providers are to use a new funding source code: **ACJ** when enrolling eligible Jobs Victoria referred asylum seeker clients into selected pre-employment pre-accredited training programs.

Learn Locals should be aware that any enrolments under this initiative will not attract additional student contact hours (SCH) and must be funded through existing ACFE Board pre-accredited allocation for 2019.

For more information, see attached [operational protocol and Jobs Victoria Referral Form](https://www.education.vic.gov.au/Documents/training/providers/learnlocal/memo/2019/pbmemo20190910_Att1_JVEN%20Referral%20Process_Operational%20protocols.docx).

For enquiries, please contact your Manager, Regional Engagement.