

# 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
- doing all training and assessment while physically present in either:
  - Victoria
  - a border region that's specified by postcode in the guidelines about eligibility.

Eligibility requirements are described in the [VET funding contract](#) and the [guidelines about eligibility](#).

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.

## Training limits

There are **3 limits** on how much Skills First-subsidised training a student can do, to maximise program completions and encourage students to make informed decisions about their training and employment opportunities.

Limit	Description	Not taking into account
<b>2 skill sets in a year</b>	The student may make a maximum of 2 commencements in skill sets in a calendar year	<ul style="list-style-type: none"><li>• Moving from a superseded program to the current version of the same program</li><li>• Recommencing training in the same program (at either the same or a different training provider)</li><li>• Course in identifying and responding to family violence risk</li><li>• LN support subjects</li><li>• Plumbing licence skill sets</li></ul>
<b>2 AQF qualifications in a year</b>	The student may make a maximum of 2 commencements in AQF qualifications in a calendar year	<ul style="list-style-type: none"><li>• Moving from a superseded program to the current version of the same program</li><li>• Recommencing training in the same program (at either the same or a different training provider)</li><li>• Seeking to enrol in an apprenticeship after doing an pre-apprenticeship pathway program</li></ul>
<b>2 at a time</b>	The student may do a maximum of 2 programs (skill sets and AQF qualifications) at any one time	<ul style="list-style-type: none"><li>• Course in identifying and responding to family violence risk</li><li>• LN support subjects</li><li>• Plumbing licence skill sets</li></ul>

## Attachment 1: 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 Signage and Graphics

<p>This calendar year, Mohammed:</p> <ul style="list-style-type: none"><li>• <b>commenced and completed</b> the Certificate II in Food Processing (Skills First subsidised)</li><li>• <b>commenced and completed</b> the Certificate II in Auslan (Skills First subsidised).</li></ul>	<p>Is Mohammed eligible?</p> <ul style="list-style-type: none"><li>• <b>NO.</b> 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.</li><li>• However, he is still eligible to enrol in up to 2 Skills First funded skill sets this year.</li></ul>
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### Example 2 – Sarah wants to enrol in the Certificate III in Engineering

<p>This calendar year, Sarah:</p> <ul style="list-style-type: none"><li>• <b>continued her training</b> in the Certificate III in Beauty Services that she started <b>last year</b> (Skills First subsidised)</li><li>• <b>commenced</b> the Certificate III in Retail this year (Skills First subsidised).</li></ul> <p>Both programs are still in progress.</p>	<p>Is Sarah eligible?</p> <ul style="list-style-type: none"><li>• <b>NO.</b> Sarah has reached the '2 at a time' limit.</li><li>• <b>However</b>, she can commence the Certificate III in Engineering later in the year if she completes or withdraws from one of her current courses.</li><li>• 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.</li></ul>
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### Example 3 – Stefan wants to enrol in the Certificate III in Tourism

<p>This calendar year, Stefan:</p> <ul style="list-style-type: none"><li>• <b>commenced</b> the Certificate III in Pet Grooming (Skills First subsidised)</li><li>• <b>commenced</b> the Certificate III in Science (fee for service).</li></ul> <p>Both programs are still in progress.</p>	<p>Is Stefan eligible?</p> <ul style="list-style-type: none"><li>• <b>YES.</b> 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.</li></ul>
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### Example 4 – Nisha wants to enrol in the 'Assist Clients with Medication Skill Set'

<p>This calendar year, Nisha:</p> <ul style="list-style-type: none"><li>• <b>commenced</b> the Certificate II in Health Support Services (Skills First subsidised)</li><li>• <b>commenced</b> the Course in Supporting People with Disability to use Medications (Skills First subsidised).</li></ul> <p>Both programs are still in progress.</p>	<p>Is Nisha eligible?</p> <ul style="list-style-type: none"><li>• <b>NO.</b> Nisha has reached the '2 at a time' limit.</li><li>• 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.</li></ul>
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## Attachment 2: 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.

