

FUNDING APPLICATION - APPRENTICES

Construction Skills Queensland Apprentice Advance Plus short course programmes provide funding to assist eligible or unemployed eligible apprentices and trainees during their apprenticeship or traineeship and in the first year following completion to undertake further skills training to assist them to be competitive in the market and gain licences essential to their future work.

There are no out of pocket costs for eligible apprentices, seeking training for courses listed below.

UNIT CODE	UNIT TITLE	TICK TO APPLY
RIIWHS202D	Enter and work in confined spaces	
RIIWHS204D	Work safely at heights	
CPCCWHS1001	Prepare to work safely in the construction industry	
TLILIC0003	Licence to operate a forklift truck	
TLILIC0005	Licence to operate a boom-type elevating work platform (boom length 11 metres or more)	
CPCCLDG3001A	Licence to perform dogging	
CPCCLRG3001A	Licence to perform rigging basic level	
CPCCLRG3002A	Licence to perform rigging intermediate level	
TLILIC0008	Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity)	
TLILIC0010	Licence to operate a slewing mobile crane (up to 20 tonnes)	
TLILIC0013	Licence to operate a slewing mobile crane (up to 60 tonnes)	
TLILIC0014	Licence to operate a slewing mobile crane (up to 100 tonnes)	
TLILIC0015	Licence to operate a slewing mobile crane (over 100 tonnes)	

- Applicants must satisfy entry requirements, as outlined within [Course Information](#)
- Applicants must satisfy the following eligibility criteria and provide supporting evidence, prior to course commencement
- Any logbook enrolments **must** be successfully completed, in full by 30th September 2021 to receive funding.

ELIGIBILITY CRITERIA

Applicants **must** answer **YES** to the following criteria.

ELIGIBILITY REQUIREMENTS	EVIDENCE REQUIRED	YES	NO
<p>You must be a current active Apprentice or Trainee in Queensland undertaking a Recognised Apprenticeship or Traineeship; or</p> <p>An Eligible Worker or Unemployed Eligible Worker in the first year out of their Recognised Apprenticeship or Traineeship who must commence training within 365 days of the completion date in DELTA; or</p> <p>A cancelled Apprentice or Trainee who was undertaking a Recognised Apprenticeship or Traineeship that has been cancelled and they are currently accessing State Government funding to complete their institution-based training; or</p> <p>A current active Apprentice or Trainee in Queensland undertaking a Recognised Apprenticeship or Traineeship who is working on a Major Project; or</p> <p>An Eligible Worker in the first year out of their Recognised Apprenticeship or Traineeship who must commence training within 365 days of the completion of DELTA who is working on a Major Project.</p>	<ul style="list-style-type: none"> Refer <i>Appendix 2: Definitions</i> Refer <i>Appendix 3: Recognised Apprenticeships and Traineeships</i> Confirm you are an eligible or eligible unemployed apprentice. Complete applicant details & declaration Provide apprenticeship commencement letter from the Department or other source. Download copy of commencement letter via apprentice online portal: www.desbt.qld.gov.au/training/apprentices/manage/myapprenticeship If working on a major project; letter from the principal contractor to verify. Refer <i>Appendix 1: Sample letter, Appendix 2: Definitions – Major Projects</i> Arrange current or prior employer to provide supporting letter, on letterhead, confirming employment status. Refer <i>Appendix 1: Sample Letter</i> 		
<p>You must be:</p> <ul style="list-style-type: none"> An Australian or New Zealand citizen; or A permanent resident of Australia; or A holder of a refugee or humanitarian visa 	<ul style="list-style-type: none"> Complete applicant details & declaration Provide evidence of your current citizenship status i.e. green Medicare card, birth certificate, passport, visa. 		
<p>You must be a permanent resident of Queensland OR be permanently employed in Queensland</p>	<ul style="list-style-type: none"> Complete applicant details & declaration Provide a copy of your front and reverse side of driver's licence, telephone account, bank statement, statement from a real estate agent or any other formal documentation stating your full name and current residential address. If you are not employed in Queensland, confirm employment status in Queensland within employer letter 		

Applicants **must** answer **NO** to the following criteria.

ELIGIBILITY REQUIREMENTS	EVIDENCE REQUIRED	YES	NO
<p>You must not be:</p> <ul style="list-style-type: none"> an employee of any Authority (excluding employees of an Indigenous Council that is a Principal Contractor) currently enrolled and participating in a Queensland secondary school program (excluding a school-based Apprentice or Trainee); a contracted trainer or assessor or Eligible Worker of an RTO funded by an Authority or such other source for delivery of the same Training being undertaken as part of this Program; those Participants seeking a Verification of Competency (or determination of competency) services under this agreement 			

APPLICANT DETAILS			
Name		Phone Number	
Qualification Name			
Occupation Title		Date of Commencement/Completion	
EMPLOYER DETAILS (CURRENT OR MOST RECENT)			
Business Name			
Contact Name		Phone Number	

Applicant Declaration

I am aware of all requirements of the course as outlined within the relevant Course Information. I confirm I have reviewed all eligibility criteria and declare the information I am providing is true and correct. I understand if I'm found to be in-eligible for funding due to misleading information, I will be invoiced the full cost of training. I acknowledge I will complete training in full by 30th September 2021 or will be invoiced the full cost of training. I authorise Century Training to pass on my contact details to Construction Skills Queensland should they need to contact me regarding a review of my training program, conducting surveys and/or current or future CSQ products and services.

 Name Signature Date

CHECKLIST

- I have completed application, in full.
- I have provided:
 - o **Colour** copy of green Medicare card or other evidence to show citizenship status
 - o **Colour** copy of front and back side of driver's licence, or other evidence showing I reside in Queensland
 - o Copy of *Apprenticeship Commencement Letter* from the Department
 - o Copy of *Principal Contractor Confirmation* (if working on a Major Project)
 - o Copy of *Apprenticeship Completion Letter* (if seeking training within 365 days from date of apprenticeship completion)

All supporting evidence **must** be provided prior to course commencement.

If you are unable to provide, you will be required to pay the full rate of training and will be refunded the CSQ funded amount, once evidence is provided and application has been approved.

Please return this document to bonnie@centurytraining.com.au for processing.

APPENDIX 1 - SAMPLE LETTER

(Letter **must** be on company letterhead)

Date

Attn: Century Training

RE: CSQ Training Subsidy Application

Major Project – Principal Contractor Confirmation

To Whom It May Concern:

I confirm **NAME** is employed as a **JOB TITLE** and is currently working on the major project listed below.

NAME OF MAJOR PROJECT

Kind Regards

**EMPLOYEE REPRESENTATIVE
EMPLOYER POSITION
PRINCIPAL CONTRACTOR
CONTACT NUMBER**

APPENDIX 2 – DEFINITIONS

1. Authority

Any federal, state, local government, state or public authority, authorised to carry out a statutory obligation.

2. Building and Construction Industry

The Building and Construction Industry is as identified in clause 3AA of the [Building and Construction Industry \(Portable Long Service Leave\) Act 1991](#) as amended from time to time.

3. Eligible Worker

An Eligible Worker has the same meaning as identified in Sections 3A and 3B of the [Building and Construction Industry \(Portable Long Service Leave\) Act 1991](#) as amended from time to time.

4. Indigenous Council

An Indigenous Council means one or more of the 16 councils that have been identified as Indigenous Councils by the Local Government Association of Queensland, as may be amended from time to time.

5. Principal Contractor

A Principal Contractor means a person conducting a business or undertaking that commissions building and construction work, is the principal contractor for the building and construction work.

6. Unemployed Eligible Worker

An Unemployed Eligible Worker is a person who has been unemployed for a period of up to, but not greater than, four years that would otherwise meet the requirements of an Eligible Worker.

7. Apprentice Advance+ Program

The aim of this program is to provide access to fully subsidised short courses and higher level skills training to apprentices and trainees during their apprenticeship / traineeship and in the first year following completion of their apprenticeship / traineeship to assist them to be competitive in the market, complete their apprenticeship / traineeship and gain licenses essential to their future work. This will allow apprentices / trainees to undertake further skills training in addition to those units of competency funded by DESBT through the apprentice / trainee training plan. Funding contributions for eligible apprentices, paid direct to the RTO for this program are: CPCCWHS1001 Prepare to work safely in the construction industry (\$120), RIIWHS202D Enter and work in confined spaces (\$375), RIIWHS204D Work safely at heights (\$281), TLILIC0003 Licence to operate a forklift truck (\$558), TLILIC0005 Licence to operate a boom-type elevating work platform (boom length 11 metres or more) (\$653), CPCCLDG3001A Licence to perform dogging (\$1193), CPCCLRG3001A Licence to perform rigging basic level (\$1546), CPCCLRG3002A Licence to perform rigging intermediate level (\$1617), TLILIC0008 Licence to operate a non-slewing mobile crane (greater than 3 tonnes capacity) (\$1755), TLILIC0010 Licence to operate a slewing mobile crane (up to 20 tonnes) (\$1755), TLILIC0013 Licence to operate a slewing mobile crane (up to 60 tonnes) (\$1673), TLILIC0014 Licence to operate a slewing mobile crane (up to 100T) (\$1992), TLILIC0015 Licence to operate a slewing mobile crane (over 100T) (\$1992).

8. Major Project

A Major Project means either:

- a) Caloundra Road to Sunshine Motorway CR2SM) / Cairns Smithfield Bypass / Cross River Rail / Haughton Flood Plain / Ipswich Motorway / Queens Wharf undertaken by the Principal Contractor; and/or
- b) A Whole of Company Contract being undertaken by the Principal Contractor at all Queensland Major Projects that have been or may be awarded to the Principal Contractor.

APPENDIX 3 – RECOGNISED APPRENTICESHIPS AND TRAINEESHIPS

CODE	QUALIFICATION DESCRIPTION	APPRENTICESHIP (A) or TRAINEESHIP (T)
UEE32211	Certificate III in Air-conditioning and Refrigeration	A
CPC30111	Certificate III in Bricklaying/Blocklaying	A
MSF31113	Certificate III in Cabinet Making	A
CPC30211	Certificate III in in Carpentry	A
RII30915	Certificate III in Civil Construction	T
RII30815	Certificate III in Civil Construction Plant Operations	A
RII31215	Certificate III in Civil Foundations	T
CPC31211	Certificate III in Wall and Ceiling Lining	A
CPC30318	Certificate III in Concreting	T
CPC31411	Certificate III in Construction Waterproofing	A
CPC30511	Certificate III in Dogging	T
UEE30811	Certificate III in Electrotechnology Electrician	A
CPC32813	Certificate III in Fire Protection	A
UEE31011	Certificate III in Fire Protection Control	A
MSF30818	Certificate III in Flooring Technology	A
CPC32713	Certificate III in Gas Fitting	A
MSF30418	Certificate III in Glass and Glazing	A
CPC31912	Certificate III in Joinery	A
AHC30916	Certificate III in Landscape Construction	A
CPC30611	Certificate III in Painting and Decorating	A
CPC32413	Certificate III in Plumbing	A
CPC30711	Certificate III in Rigging	T
CPC32612	Certificate III in Roof Plumbing	A
CPC30812	Certificate III in Roof Tiling	A
CPC30911	Certificate III in Scaffolding	T
CPC30116	Certificate III in Shopfitting	A
CPC31011	Certificate III in Solid Plastering	A
CPC31111	Certificate III in Steelfixing	T
CPC32313	Certificate III in Stonemasonry (Monumental/Installation)	A
RII31615	Certificate III in Trenchless Technology	T
CPC31311	Certificate III in Wall and Floor Tiling	A
CPC32513	Certificate III in Plumbing (Mechanical Services)	A