

VET STUDENT LOANS—STUDENT ENTRY PROCEDURE

In accordance with the *VET Student Loans Act (2016)*, all students wishing to apply for a Commonwealth VET Student Loan must be assessed for academic suitability to undertake a high level VET qualification. Qualifications that are eligible for TAFE NSW to offer students a VET Student Loan can be found on the [TAFE NSW VET Student Loan Approved Course List](#).

This academic assessment is *in addition* to any entry requirements that may be required for the specific course you are undertaking. In high demand courses where there are more applicants than there are available places, there may also be additional selection criteria. **If you are not able to meet any of these requirements, you will not be eligible to apply for a Commonwealth VET Student Loan.**

Ways to assess your academic suitability

In order to apply for a VET Student Loan to cover your course fees or part of your fees, you must meet one of the criteria below and provide evidence, if applicable. Either:

- you need to have completed your senior secondary certificate of education¹, awarded by an Australian authority or agency **or** an International Baccalaureate Diploma Programme (IB) Diploma. Please provide a copy when you apply to enrol. A statement of outcomes meets this requirement only if it confirms that the student received the Senior Secondary Certificate. TAFE NSW is required to store this for five years after you enrol. **OR**
- you need to have completed an Australian Qualifications Framework qualification at Certificate IV level or above (or at a level in a framework that preceded the AQF, that is equivalent to level 4 or above in the AQF), that was delivered in English, or evidence of an approved Australian Government assessed overseas qualification². Please provide a copy of your certificate, if this was achieved at a provider other than TAFE NSW. This may be issued by your previous provider or through the national USI Registry at <https://www.usi.gov.au/students> (for qualifications from 2015). If you studied with TAFE NSW, just tell us where you studied and we can verify it for you. **OR**
- you need to undertake a literacy and numeracy assessment using an approved assessment tool and display competence at or above Exit Level 3 in the Australian Core Skills Framework (ACSF). Your college will advise you how to undertake this assessment. It is free of charge. TAFE NSW colleges may use either the Basic Key Skills Builder (BKSBS), the Australian Council for Educational Research (ACER), the Core Skills Profile for Adults (CPSA) or the Foundation Skills Assessment Tool (FSAT) to assess your skills.

TAFE NSW must be confident that you complete this test independently and have the required skills. Your college will inform you of your results as soon as practicable after the assessment. A copy of your results will be stored for five years after you enrol and may be provided to the Commonwealth if requested.

1. In NSW, you may obtain a copy of your Higher School Certificate from 1967 onwards for a standard cost where delivery is within 10 days, with an option for priority delivery at a higher fee. Go to the Board of Studies website for more information. <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/results-certificates/replacement-certificates>
2. From 1 January 2019, overseas qualifications can be used to demonstrate academic suitability if there is evidence that the qualification is comparable to an AQF Certificate IV level or above. The evidence must be a document issued by an Australian Commonwealth or State Government Department or agency contracted by government for the purposes of assessing overseas qualifications, for example a state or territory overseas qualification unit or the [Australian Government Department of Education qualification assessment service](#). Please note that these agencies charge a fee for the assessment of overseas qualifications.

TAFE NSW will ensure that the process of assessing academic suitability will be conducted with honesty and integrity.

Note* Tertiary Preparation Certificate cannot be used in place of a Higher School Certificate. Tertiary Preparation (Certificate IV) can be used as evidence for completion of a Certificate IV.