

Smart & Skilled - Access to NSW Government Subsidised Training - Proof of NSW Employment Application Form

Students who will be participating and/or attending training must have a NSW residential address or work within NSW to be eligible to access NSW Government subsidised training places in TAFE NSW. (See Conditions for eligibility on reverse). If you reside or work outside NSW, fees may differ from the advertised Student fee. Please contact your local campus. Fees and charges are due at time of enrolment. Until your fees and charges are paid, or alternate arrangements are accepted, you are not enrolled and training will not be provided.

TAFE NSW Student ID	First name
Family name	Other name
Postal address	Postcode
Course name	Local Offering (<i>Cal-occ code</i>) (<i>office use</i>)
Course Code	Campus

I seek access to government subsidised training due to my employment being in New South Wales.

I am a non-resident of New South Wales, but I am employed and my work location is predominately within New South Wales.

Definition: To be eligible to access government subsidised training places in TAFE NSW, enrolling students must have a NSW residential address or work at a location predominately within NSW.

Note: Examples of acceptable proof of employment would be letter on company letterhead, identifying the company address, work location and your employment status; for example, part-time, full-time, or casual.

I acknowledge that providing false or inaccurate information at the time of enrolment amounts to a breach of discipline. I warrant that the information provided is accurate and that should any such statements and/or representations prove later to be false, any decision made as a result may be reversed and I will be required to pay appropriate fees without delay. I further acknowledge that I may be subject to penalty under the TAFE NSW Student Conduct and Discipline Policy, which may include being excluded from TAFE NSW.

Signature of Student

Date:

Office use only

Proof of Employment in New South Wales must be sighted before approval to access government subsidised training in NSW is granted.

Note: A copy of the proof of employment must be attached to the application form.

*Designated Officer's decision:

Approved: Yes No

Reason for non-approval:

Designated Officer's Signature:

Designated Officer's Title:

Date:

**The Designated Officer is the Student Administration Manager (Regional).*

Government Subsidised Training, including Smart and Skilled

Conditions

To be eligible to access government subsidised training places in TAFE NSW, students must meet the eligibility criteria being:

- 15 years old or over, and
- no longer at school (excluding NESA registered home-schooled students), and
- an Australian citizen, an Australian Permanent Resident, a New Zealand Citizen, an identified Humanitarian visa holder or a partner visa holder whose sponsor is a humanitarian visa holder, and
- living or working in NSW (determined by the postcode of the usual place of residence or place of work).

Notes:

- Australian Aboriginal and/or Torres Strait Islander students who do not live or work within NSW but who live in identified postcodes bordering New South Wales have access to government subsidised training places in TAFE NSW.
- Apprentices who are registered in NSW are eligible to access government subsidised training places.
- New entrant Trainees who are registered in NSW are eligible to access government subsidised training places.
- Separate arrangements apply for apprentices who are registered in other States and Territories and undertake their required training at TAFE NSW.

If a student is not a resident of NSW or working within NSW, a commercial fee will apply.

Student Privacy

Information collected by TAFE NSW (the New South Wales TAFE Commission) during a student's enrolment and attendance will be used for the purposes of student record administration, identification, communication, state and national reporting, program monitoring, evaluation and surveys. Student information will be held securely and disposed of securely when no longer needed.

The information may be disclosed when required by law and to government departments and agencies, including for example to the Services Australia (Centrelink), the Department of Veterans' Affairs, the NSW Department of Education, the Department of Home Affairs, Transport for NSW, the Australian Skills Quality Authority, the Tertiary Education Quality and Standards Agency, the Universities Admissions Centre, NSW Education Standards Authority and the National Centre for Vocational Education Research. To meet the requirements of Registered Training Organisations under the Apprenticeships and Traineeships Act 2001, apprentice and trainee information is provided to employers, Australian Apprenticeship Centres and Training Services NSW (or the relevant State Training Authority).

While the provision of the information requested on enrolment is not required by law, it is a requirement of TAFE NSW and your enrolment will not be accepted if it is not provided. You may correct your personal details by contacting us on 131 601 or via your TAFE NSW customer service centre or by using the TAFE NSW Student Portal.