

NSW Targeted Priorities & Traineeship Programs

2017 - 2018

Targeted Priority Qualifications funded under Smart and Skilled – Sydney

- BSB40215 Certificate IV in Business
- BSB40515 Certificate IV in Business Administration
- BSB40615 Certificate IV in Business Sales
- BSB40315 Certificate IV in Customer Engagement
- BSB42015 Certificate IV in Leadership and Management
- BSB42615 Certificate IV in New Small Business
- BSB50215 Diploma of Business
- BSB51915 Diploma of Leadership and Management
- CHC50113 Diploma of Early Childhood Education and Care
- FNS41815 Certificate IV in Financial Services
- SIR40316 Certificate IV in Retail Management
- SIT40416 Certificate IV in Hospitality

Traineeship - Full Qualifications available in your area - NSW

- BSB20115 Certificate II in Business
- BSB30215 Certificate III in Customer Engagement
- BSB40215 Certificate IV in Business
- BSB40315 Certificate IV in Customer Engagement
- BSB42015 Certificate IV in Leadership and Management
- BSB50215 Diploma of Business
- BSB51915 Diploma of Leadership and Management
- FNS41815 Certificate IV in Financial Services
- SIR30216 Certificate III in Retail
- SIR40316 Certificate IV in Retail Management
- SIT20316 Certificate II in Hospitality
- SIT30616 Certificate III in Hospitality
- SIT40416 Certificate IV in Hospitality
- FNS30115 Certificate III in Financial Services

School Based Traineeships now available in your area - NSW

- BSB20115 Certificate II in Business
- BSB30115 Certificate III in Business
- BSB30415 Certificate III in Business Administration
- BSB30215 Certificate III in Customer Engagement
- CHC30113 Certificate III in Early Childhood Education and Care
- FNS30115 Certificate III in Financial Services
- SIR20216 Certificate II in Retail Services
- SIR30216 Certificate III in Retail
- SIT20316 Certificate II in Hospitality



Student Eligibility

- 15 years old or over, and
- No longer at school, and
- Living or working in NSW (or an Aboriginal or Torres Strait Islander person living in specific NSW border areas), and
- An Australian citizen, Australian permanent resident, Australian humanitarian Visa holder, or a New Zealand Citizen.

Traineeship Eligibility

- Must be an Australian citizen, a permanent Australian resident, a humanitarian Visa holder, or a New Zealand Citizen.
- Must be 15 years or older
- Must live or work in NSW
- Must no longer be at school or equivalent.
- Aboriginal and Torres Strait Islander students who do not live or work in NSW but live in specific defined NSW border areas.

Contact us for more details

Traineeship Incentives

Employers could be funded up to \$4000 per person for new full time employees enrolled within the first 3 months of employment; and \$1500 for new part time employees enrolled within the first 12 months of employment. Diplomas may not attract funding.

CONTACT US TO QUALIFY YOUR STAFF TODAY.

Target Training
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Student Fees



Under Smart and Skilled, a student contributes towards the cost of training through the payment of a student fee. Student fees are set for the whole qualification (not annual or semester fees), and regulated across the state of NSW. That means that all Training Providers are required to charge the same fees.

Traineeships Student fees are regulated as:

- \$870 for each Certificate II level qualification
- \$1000 for each Certificate III, IV or Diploma level qualification

This fee, in most cases, is paid by your employer when they commit to the Traineeship. You have responsibilities in return and have the opportunity to complete the qualification through your employer.

Contact us for more details of our Smart and Skilled Fee Policy.

Qualification	Funding Available*	1 st Qual	2 nd Qual	Traineeship	Concession
BSB20115 Certificate II in Business	S	n/a	n/a	\$870	\$160
BSB30115 Certificate III in Business	S	n/a	n/a	\$1000	\$240
BSB40215 Certificate IV in Business	T / TP	\$1580	\$1850	\$1000	\$240
BSB30415 Certificate III in Business Administration	S	n/a	n/a	\$1000	\$240
BSB40515 Certificate IV in Business Administration	TP	\$1580	\$1850	\$1000	\$240
BSB40615 Certificate IV in Business Sales	TP	\$1580	\$1850	\$1000	\$240
BSB42615 Certificate IV in New Small Business	TP	\$1580	\$1850	\$1000	\$240
BSB30215 Certificate III in Customer Engagement	S / T	n/a	n/a	\$1000	\$240
BSB40315 Certificate IV in Customer Engagement	T / TP	\$1980	\$2310	\$1000	\$240
BSB42015 Certificate IV in Leadership & Management	T/TP	\$1580	\$1850	\$1000	\$240
BSB51915 Diploma of Leadership & Management	TP	\$2530	\$2850	\$1000	n/a
BSB50215 Diploma of Business	TP	\$2530	\$2850	\$1000	n/a
FNS30115 Certificate III in Financial Services	S / T	n/a	n/a	\$1000	\$240
FNS41815 Certificate IV in Financial Services	T / TP	\$1980	\$2310	\$1000	\$240
SIT20316 Certificate II in Hospitality	S / T	n/a	n/a	\$870	\$160
SIT30616 Certificate III in Hospitality	T	n/a	n/a	\$1000	\$240
SIT40416 Certificate IV in Hospitality	T / TP	\$2360	\$2750	\$1000	\$240
SIR20216 Certificate II in Retail	S	n/a	n/a	\$870	\$160
SIR30216 Certificate III in Retail	S / T	n/a	n/a	\$1000	\$240
SIR40316 Certificate IV in Retail Management	T / TP	\$1570	\$1840	\$1000	\$240
CHC30113 Certificate III in Early Childhood Educ & Care	S	n/a	n/a	\$1000	\$240
CHC50113 Diploma of Early Childhood Educ & Care	TP	\$4420	\$4970	\$1000	n/a
Legend: S = School Based Traineeship, T = Employment based Traineeship, TP = Targeted Priority Funding					
* Qualifying Criteria applies for each funded or part funded qualification.					

Course Fees, Payments, Refunds and Certification

1. Please refer to the course flyer for information on the qualification details, target market, pre-requisites and choice of units.
2. In line with Target Training's Fee Protection Policy Target Training will not collect more than \$1,500 prior to course commencement.
3. Certificates and Statements of Attainment are issued to students who are assessed as competent in the units successfully completed. The cost of the certificates is included in the course fees.
4. Refunds may be made in the following circumstances:
 - a) Participants have overpaid the administration charge
 - b) Participants enrolled in training that has been terminated by Target Training
 - c) Participant advises Target Training prior to course commencement that they are withdrawing from the course
 - d) If the participant withdraws from a course or program, prior to course commencement, due to illness or extreme hardship as determined by Target Training
 - e) In the event that Target Training fails to provide the agreed services
5. A deposit of no more than \$1,500 is required prior to course commencement; this deposit is to confirm a place in the course.
6. An **administration fee of \$50** is required to be paid prior to course commencement which is included within the deposit fee, but may be entitled to a refund of the remaining deposit. If the student withdraws from the course prior to course commencement, they will forfeit this administration fee. If the total course fee is less than \$150, then the total of the course is to be paid prior to course commencement to secure a place within the course.
7. No refunds will be issued once the student has commenced the course
8. Students are responsible for the safe storage of their Certificates and Statements of Attainment. If a student requires a reissue of their Certificate or Statement of Attainment, a certificate re-issue fee of \$50 will be charged.
9. Target Training is responsible for issuance of AQF certification documentation within 30 calendar days of course completion.
10. If a student is deemed not yet competent on completion of training, they will be offered an opportunity to be reassessed. If a student is deemed not yet competent a second time, they will be given another opportunity for reassessment.
11. If a student is required to be reassessed, they will be provided with further guidance from their trainer prior to reassessment.
12. There will be no reassessment fee, unless stipulated on the course flyers. If a reassessment fee is applicable, this fee will be included on the course flyer.
13. If a student is deemed not yet competent by the third attempt, they will be required to withdraw from the course
14. If a student is deemed competent in some but not all the units of competencies required, a Statement of Attainment will be issued and the student will be given a six month period to undertake reassessment if required.

Cooling Off Period

Target Training protects the rights of the learner including but limited to the Statutory requirements for cooling-off periods.

Students are eligible to cancel their enrolment by placing a formal notice of cancellation in writing to the CEO or Director - Operations (a letter or email is acceptable) within 10 business days of enrolment, unless the student has already commenced the training. Please refer to the Refund policy for process on acquiring a refund.

Please visit www.targettraining.com.au for more information