

# Construction Skills Queensland

## Funding Eligibility Checklist

### HIGHER QUALIFICATION BUILDING PROGRAM AND SKILL SETS PROGRAM

CSQ funding eligibility does not guarantee enrolment. Blue Dog Training may apply additional eligibility or suitability requirements that are independent of CSQ funding conditions. Refer to the website for further information.

#### Participant Eligibility

To be eligible for Construction Skills Queensland (CSQ) Funding, you must meet the following eligibility requirements, and provide the necessary documentation in the table below to substantiate your eligibility:

1. Have the right to work in Australia.
2. Are an **Eligible Worker** or **Unemployed Eligible Worker** that shows evidence of substantial engagement in the Building and Construction industry in Queensland.

\* See Schedule 1

RIGHT TO WORK IN AUSTRALIA	
Work Status (Choose One)	Evidence Required
<b>Australian or New Zealand Citizen or Permanent Resident</b>	Please provide <b>one</b> of the following: a) <b>Green Medicare Card</b> (current) or My.gov Medicare snapshot b) <b>Australian or New Zealand Passport</b> (up to 6 months after the expiry date) c) <b>Australian or New Zealand Full Birth Certificate</b> or Extract d) <b>Australian Citizenship Certificate</b>
<b>A Visa Holder as per this table</b> <u>Prescribed List of Visas</u> (Who has been working in the Queensland Building and Construction Industry for 6 months or more)	<b>Employer letter</b> on letterhead, dated and signed by the Employer which confirms your: <ul style="list-style-type: none"><li>▪ Right to work and undertake study in Australia</li><li>▪ Visa number</li><li>▪ Length of employment showing employment of 6 months or more</li></ul>
<ul style="list-style-type: none"><li>➤ A commemorative birth certificate cannot be accepted</li><li>➤ An International Student Visa is not eligible</li></ul>	

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PROOF OF WORK IN THE BUILDING AND CONSTRUCTION INDUSTRY IN QUEENSLAND	
Employment Status (Choose One)	Evidence Required
<b>Employed Eligible Worker</b>	<p>Please provide <b>one</b> of the following:</p> <ul style="list-style-type: none"><li>a) <b>Employer letter</b> on letterhead, dated and signed by your Employer detailing your roles and duties within the Building and Construction industry</li><li>b) <b>Statutory Declaration</b> providing details of employment in the Building and Construction industry. <i>Please contact our team for Template.</i></li></ul>
<b>Unemployed Eligible Worker</b> (Unemployed for 6 months or less)	<p><b>Statutory Declaration</b> providing details of relevant past employment in the Building and Construction industry. <i>Please contact our team for Template.</i></p>
<b>Self-Employed Eligible Worker</b>	<p>Please provide <b>one</b> of the following:</p> <ul style="list-style-type: none"><li>a) <b>Invoices</b> for recent work in the Building and Construction industry (min. two) and copy of ABN/ACN registration showing ownership</li><li>b) <b>Statutory Declaration</b> providing details of business registration and recent work in the Building and Construction industry. <i>Please contact our team for Template.</i></li></ul>

### Exceptions

For this program, an Eligible Worker can include:

- Administrative, clerical, and professional staff whose Employer is part of the Building and Construction Industry
- Employees of a Local Council who is undertaking roles which would be considered an Eligible Worker

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#### A Participant MUST:

1. Only commence a maximum of one (1) Higher Qualification in total across the Programs during the Contract Term.
2. NOT complete more than 50% of the Qualification through RPL and/or credit transfer.

#### And MUST NOT:

- Be an Apprentice or Trainee
- Be undertaking the training as part of an Apprenticeship or Traineeship
- Be an Employee of an Authority
- Be currently enrolled and participating in a Queensland secondary school program
- Be a contracted trainer or assessor or existing worker of an RTO
- Be funded by an Authority or such other source for the delivery of the same Training being undertaken as part of this Program
- Be enrolled in more than one (1) Skill Set or Qualification at a time under this Program and the Skills Assessment and Gap Training Program which is 1 x Building or 1 x Civil in the same Program period
- Have previously enrolled into the same or equivalent qualification in an earlier Program term
- Be seeking a Verification of Competency
- Be an International Student

#### \*Schedule 1

- An **Eligible Worker** is someone who can demonstrate primary and substantial direct involvement in the Building and Construction industry doing:
  - Construction, significant renovations and extensions of, residential and commercial buildings
  - Installation services for interiors of residential and commercial building in associated trades; electrical, plumbing, flooring, etc.
  - Works on a CSQ designated Major Project – construction of infrastructure
- An **Unemployed Eligible Worker** is a person who has been unemployed for a period no greater than 6 months in Queensland, that would otherwise meet the requirements of an Eligible Worker.