



CSQ Short Course - Building/Civil/Major Contracts Participant Eligibility – Apprentice Advance Plus Program

First Name:		Surname:	
Date of Birth:		Contact Number:	
Email Address:			
Name of Employer:			
Please Confirm your current employment status?	<input type="checkbox"/>	Current active Apprentice or Trainee in Queensland undertaking a Recognised Apprenticeship or Traineeship	
	<input type="checkbox"/>	An Existing worker in the Building and Construction Industry that is within 365 days of completing a recognised Apprenticeship or Traineeship	
	<input type="checkbox"/>	An employee of any Authority (excluding employees of an Indigenous Council that is a Principal Contractor);	
	<input type="checkbox"/>	An Unemployed worker in the first year out of a recognised Apprenticeship or Traineeship for a period less than 12 months – within 365 days from their completion date in DELTA.	
	<input type="checkbox"/>	A cancelled apprentice or Trainee who was undertaking a Recognised Apprenticeship or Traineeship that has been cancelled and is currently accessing State Government funding to complete their institution-based training	
	<input type="checkbox"/>	Currently working on a Major Project	
	In which unit/s would you like to enrol:	<input type="checkbox"/>	RIIHAN301E Operate elevating work platform (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$333)
<input type="checkbox"/>		TLID3035 Operate a boom type elevating work platform (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$408)	
<input type="checkbox"/>		RIIWS204E Working safely at Heights (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$281)	
<input type="checkbox"/>		RIIWS202E Enter and work in confined spaces (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$375.00)	
<input type="checkbox"/>		PMBWELD301E Join polyethylene plastic pipelines using butt welding (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$355)	
<input type="checkbox"/>		PMBWELD302E Join polyethylene plastic pipelines using electrofusion welding (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$344)	
<input type="checkbox"/>		TLILIC0003 Licence to operate a forklift (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$564)	
<input type="checkbox"/>		TLILIC0005 Licence to operate a boom-type elevating work platform over 11m (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$660)	
<input type="checkbox"/>		WHSQHSRNCB01 Health and Safety Representative (HSR)-WHSQ 5 Days (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$736)	
<input type="checkbox"/>		WHSQHSRNCB02 Health and Safety Representative (HSR) Refresher Course – WHSQ (This training is funded by Construction Skills Qld for a maximum amount under the Apprentice Advanced Plus Program at \$335)	



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	<input type="checkbox"/>	CPCCWHS1001 Prepare to work safely in the construction industry (This training is funded by Construction Skills Qld for a maximum amount \$70 or under the Apprentice Advanced Plus Program at \$150)
	<input type="checkbox"/>	HLTAID011 Provide First Aid (This training is funded by Construction Skills Qld for a maximum amount \$80 or under the Apprentice Advanced Plus Program at \$135)
What is your current citizenship status?	<input type="checkbox"/>	Australian or New Zealand citizen
	<input type="checkbox"/>	Permanent resident of Australia
	<input type="checkbox"/>	Refugee and humanitarian visa holder
Which of the following describes your current Residency/employment status?	<input type="checkbox"/>	Permanently reside in Queensland
	<input type="checkbox"/>	Permanently employed in Queensland
Are you currently enrolled or have you previously received funding under the CSQ Short Courses Program?	<input type="checkbox"/>	Yes - If yes in what year? _____
	<input type="checkbox"/>	No
Are you currently enrolled and participating in a Queensland secondary school program (excluding a school based Apprentice or Trainee)?	<input type="checkbox"/>	Yes
	<input type="checkbox"/>	No

*An existing worker must meet the definition of an eligible worker as outlined in the Building and Construction Industry (Portable Long Service Leave) Act 1991. For further information please visit the Construction Skills Queensland website at www.csq.org.au

Building Construction Short Course Contract Non eligible Participants are:

- an Employee of any Authority (excluding employees of an Indigenous Council that is a Principal Contractor);
- Eligible under the Apprentice Advance Plus Program as:
 - A current active apprentice or trainee in Queensland as defined in the Act undertaking a Recognised Apprenticeship or Traineeship; or
 - An existing 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
 - 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.
- currently enrolled and participating in a Queensland secondary school program (excluding a school based Apprentice or Trainee);
- a contracted trainer or assessor or existing worker of an RTO;
- previously funded under this Program for eight (8) Short Courses – General Construction in the same Contract Term;
- 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
- other individuals that do not meet Participant Eligibility



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Civil Construction Short Course Contract Non eligible Participants are:

- Eligible under the Apprentice Advance Plus Program as:
 - A current active apprentice or trainee in Queensland as defined in the Act undertaking a Recognised Apprenticeship or Traineeship; or
 - An existing 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
 - 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.
- currently enrolled and participating in a Queensland secondary school program (excluding a school based Apprentice or Trainee);
- a contracted trainer or assessor or existing worker of an RTO;
- previously funded under this Program for eight (8) Short Courses – General Construction in the same Contract Term;
- 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
- other individuals that do not meet Participant Eligibility

Apprentice Advance Plus Program – Short Course Non eligible Participant under this Agreement are:

- 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 contract trainer or assessor or existing 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; or
- Other individuals that do not meet Participant Eligibility as prescribed the Short Course General Construction and Short Course Civil Construction funding programs.

Required Documentation

The following documents are required with your application so we can confirm your eligibility.

Please Provide ONE of the following documents to confirm your citizenship status

<i>PlsTick</i>		<i>Office Use</i>
<input type="checkbox"/>	Birth Certificate; or	
<input type="checkbox"/>	Passport; or	
<input type="checkbox"/>	Medicare Card (green only); or	
<input type="checkbox"/>	Visa – Refugee and Humanitarian	

Please provide ONE of the following documents to confirm your residency status:

<input type="checkbox"/>	Queensland driver’s licence; or	
<input type="checkbox"/>	Telephone account; or	
<input type="checkbox"/>	Bank statement; or	
<input type="checkbox"/>	Statement from a real estate agent; or	
<input type="checkbox"/>	Any other formal documentation stating the participant’s full name and current residential address	

Evidence to verify Participant is an Active Apprentice or Trainee completing a Recognised Apprenticeship or Traineeship – Apprentices and Trainees or Existing Workers within 365 days of completing their Apprenticeship or Traineeship and or Unemployed Apprentices or Unemployed Workers within 365 days of completing their Apprenticeship or Traineeship **ONLY**



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<input type="checkbox"/>	Commencement letter from the Department	
<input type="checkbox"/>	Evidence of proposed completions date from DELTA	
<input type="checkbox"/>	Evidence of enrolment into Apprenticeship or Traineeship with Qualification details provided	
<input type="checkbox"/>	Copy of the Training Assistance for cancelled Apprentices and Trainees advise from the Department	

Please also provide a letter from your Employer as evidence to verify Participant’s meet the Existing and Eligible Worker criteria for employment in the Building and Construction Industry (sample letter attached), a statement from QLeave, or a statutory declaration.

If you are an unemployed eligible worker (not greater than 4 years) for those who are not Apprentices or Trainees - please provide a copy of your separation certificate, letter of termination from your employer, statement from QLeave, or a statutory declaration template provided.

If you are an Apprentice or Trainee you must provide the following:

- **Commencement Letter from the Department – your name, qualification name, occupation title and commencement date must be included**
- **If you are working on a Major Project you must provide a letter from the Principle Contractor – your name, job title and Major Project Name must be included**

If you are an Existing Worker but within 365 Days of the completion date in DELTA for your Apprenticeship or Traineeship you must provide the following:

- **Letter from your employer which must include – your name, qualification name, occupational title, Apprenticeship or Traineeship Completion date and completion certificate from relevant RTO**

Please tick the relevant boxes below and print and sign your name on the required areas to finalise your enrolment.

<input type="checkbox"/>	I hereby declare that the information I have supplied is true and correct.
<input type="checkbox"/>	I understand that CEPUTEC will collect my personal information for the purposes of training and assessment, reporting, administration and evaluation of the program.
<input type="checkbox"/>	I understand that CEPUTEC may disclose my personal information to Construction Skills Queensland for reporting, administration, evaluation of the program and verifying or reporting on my progress in the program.
<input type="checkbox"/>	I agree and provide my consent, enabling Construction Skills Queensland to contact me for the purposes of but not limited to a review and/or conducting destination surveys and advising of CSQ products and services, whether current or future.



Participants Name

Signature

Date

Please forward your completed application via email or post with all supporting documentation as requested. A CEPUTEC staff member will contact you to confirm your eligibility.