



**Government of South Australia**  
Department of State Development

# **South Australian Vocational Education and Training Training Fee Framework**

**Applicable to Training Accounts created**

**Effective From 1 July 2024**

**Incorporates amendments as per amendment log.**

**Training Fee Framework Version 3.0**

## Amendment Log

Version	Available From	Extent of change	Amendment
1.0	15/10/2020		N/A
1.1	1/12/2020	Minor	Item 11 Concession Reimbursement eligibility criteria has been extended to include the words <i>“and not enrolled in a secondary school.”</i>
1.1	1/12/2020	Minor	Item 11 definition of employed: removal of need to be seeking employment.
1.2	04/01/2021 04/01/2021 16/02/2021	Minor	Addition of three skill sets being: <ul style="list-style-type: none"> <li>• BSBSS00096 Innovation Practice Skill Set</li> <li>• MSTSS00015 Industrial Sewing Skill Set</li> <li>• SIRSS00022 Manage disrespectful, aggressive or abusive customers</li> </ul>
1.3	17/03/2021 for all Skill Sets	Minor	Addition of two national and nine local skill sets being: <ul style="list-style-type: none"> <li>• AMPSS00001 Animal Welfare Officer Skill Set</li> <li>• AMPSS00044 Meat Processing Core Skill Set</li> <li>• SSDIS01010 Introduction to Civil Construction Skill Set</li> <li>• SSDIS01011 Basic Welding Skills Skill Set</li> <li>• SSDIS01012 Introduction to Forestry Skill Set</li> <li>• SSDIS01013 Introduction to Hair Salon Skill Set</li> <li>• SSDIS01014 Basic Skills for Retail Skill Set</li> <li>• SSDIS01015 Introduction to the Automotive Industry Skill Set</li> <li>• SSDIS01016 Introduction to Early Childhood – Care Practices Skill Set</li> <li>• SSDIS01017 Entry into Mental Health Role Skill Set</li> <li>• SSDIS01018 Health Support Skill Set</li> </ul>
1.4	29/11/2021- Expansion of concession eligibility to course enrolment	Moderate	Item 3: <ul style="list-style-type: none"> <li>• Update indexation rates for 2021-22</li> </ul> Item 11: <ul style="list-style-type: none"> <li>• Added concession eligibility category based on courses listed in Attachment 5</li> <li>• Amended eligibility for Commonwealth Concession card holders to the time of Training Account creation</li> </ul>

Version	Available From	Extent of change	Amendment
1.5	9/9/2022	Major	<p>Att 1 Base Rates</p> <ul style="list-style-type: none"> <li>revised change Base Rates – to include indexation via base rate.</li> </ul> <p>Att 3 Prescribe Student fees</p> <ul style="list-style-type: none"> <li>amendment to course categories</li> </ul>
1.6	1/1/2023 – Reversal of JobTrainer Pricing Elements	Major	<p>Item 8:</p> <ul style="list-style-type: none"> <li>Changes to completion payment</li> </ul> <p>Item 9:</p> <ul style="list-style-type: none"> <li>Increase minimum course fee from \$0.25/hr to \$0.50/hr</li> <li>Removal of Attachment 3 – “Specified Participant Course Fees”</li> </ul> <p>Item 11:</p> <ul style="list-style-type: none"> <li>Removal of concession eligibility categories relating to the Job Trainer initiative</li> <li>Reverting back to the pre-Job Trainer concession calculation</li> <li>Removal of Attachment 5 – “Concession Eligible Courses”</li> </ul> <p>Item 16:</p> <ul style="list-style-type: none"> <li>MCL may be applied during the year</li> </ul>
2.0	1/7/2024	Minor	<p>Item 3:</p> <ul style="list-style-type: none"> <li>Update indexation rates for 2023-24 and 2024-25</li> </ul> <p>Item 11:</p> <ul style="list-style-type: none"> <li>Inclusion of further explanations of concession reimbursement</li> </ul>
3.0	5/02/2025	Major	<p>Update for new Migrant Gap Training course in the new AQF Category of “Course”.</p> <p>Minor edit improvements.</p>

# TRAINING FEE

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## 1. Definitions

Where applicable, the terms used in this document have the same meaning as those defined in the Funded Activities Agreement - Skills Agreement and its associated attachments.

The term “**Training Provider**” used in this document has the same meaning as “**Recipient**” as defined in the Funded Activities Agreement - Skills Agreement.

## 2. The Training Fee

The training fee comprises:

- Training subsidy, based on completion of a unit of competency, inclusive of delivery location loadings, adjustments, concession reimbursement and exemption of participant course fees.
- Completion payment on completion of the course.

The **training subsidy** is determined in accordance with the following formula:

$$\frac{(((\text{Base Rate} \times (1 + \text{indexation rate})) \times (1 + \text{Delivery Location Loading})) - \text{AQF Reduction}) \times \text{Course Adjustment} \times \text{Result Code Adjustment} \times \text{Payment Hours}}{1}$$

where:

- **Base Rate** is determined according to the Field of Education that a unit of competency or accredited module is assigned to and represents the deemed hourly cost to deliver the training.
- **Delivery Location Loading** is a loading that may be added if the training is delivered outside the Adelaide metropolitan area.
- **AQF Reduction** is based on the AQF level and applied to the Base Rate after the Delivery Location Loading is considered. This reduction is deemed to be the Participant Course Fee.
- **Course Adjustment**: The Minister may adjust the Training Fee for a course.
- **Result Code Adjustment** is the adjustment made according to a result code, e.g., Recognition of Prior Learning (RPL).

All training fee variables contained in this document are subject to change in accordance with notification requirements outlined in the agreement between the Minister and the Training Provider.

Training Providers may apply through the Skills SA [Training Provider Centre](#) website for the Training Fee to be reviewed.

## 3. Base Rate

The Base Rates for each Field of Education listed in Attachment 1, which may be increased by indexation from July each year, include compounding indexation up to and including 2022-23. The indexation rates in Table 1 are to be applied on compounding basis to the Base Rates in Attachment 1.

The Base Rate is applied to the payment of the training subsidy when the claim is processed and not when the training account is created. For example, a claim paid for a training subsidy made in 2024-25 will use the indexed 2024-25 Base Rates even though the training account was created in a previous period.

Year	Base Rate Indexation	Effective From
2023-24	2.20%	1/07/2023
2024-25	2.10%	1/07/2024

Table 1

#### 4. Delivery Location Loading calculation

A unit of competency completed by a participant may attract an additional payment if the delivery location of the training services is outside of the Adelaide metropolitan area. This is calculated based on a combination of the Training Organisation's Delivery Location and Predominant Delivery Mode reported for each completed Unit of Competency for a Participant.

The AVETMISS Training Organisation Delivery Location must specify, for each completed unit of competency and for each participant, the location where the training is delivered. The delivery location identifier is the location from which the training is conducted or coordinated for classroom based, employment based, electronic based and other modes of delivery including Recognition of Prior Learning (RPL) as follows:

- For **classroom based and employment-based modes** the delivery location for Unit of Competency is the location from where the training is predominantly conducted.
- For **electronic based and RPL delivery modes** the delivery location for Unit of Competency is the location from where the training is predominantly coordinated.

Training Providers can obtain more detailed information of the location loading for postcodes and specific suburbs using the search tools on the Department's website and in Attachment 3. The current location loading classifications and additional Training Fee loadings applicable when Training Accounts are created are:

Region	Loading
Highly accessible metro/regional	0%
Accessible regional	10%
Moderately accessible regional	20%
Remote regional	30%
Very remote regional	40%
Interstate	0%

Table 2

#### 5. AQF Reduction (Assumed Participant Course Fee)

The AQF Reduction reflects the policy position on the expected Participant Course Fee. This rate reduces the base rate. The AQF Reduction rate amount is the value of the applicable rate at the creation date of the training account.

AQF Level	Reduction Rate per Hour
Bridging and Enabling Courses (Skill Clusters)	\$0.50
Certificate I	\$0.50
Certificate II	\$0.50
Certificate III	\$2.75
Certificate IV	\$2.75
Course (Migrant Gap Training)	\$2.75
Diploma	\$3.25
Advanced Diploma	\$3.25
National Accredited Skill Set & Local Skill Set	\$3.25

Table 3

#### 6. Course Adjustment

The Course Adjustment is used to make adjustments that are specific to a course only. When a course is superseded by a later version, the new course will adopt the same price variables setting as the superseded course. The adjustment percentage rate is the value of the applicable rate at the creation date of the Training Account. See Attachment 2 for a listing of the applicable Course Adjustment rates.

## 7. Result Code Adjustment

The Result Code Adjustment is used to reduce the Training Fee where Recognition of Prior Learning (RPL) is recorded. It is expected that the attainment of any qualification funded by the Government will comprise substantial skill and knowledge development and not consist of large amounts of RPL activity. Where most of the qualification is likely to be achieved through RPL, it is expected that the Training Provider will assess and support the student to enrol in a higher-level qualification to ensure skill levels are increased.

A Training Fee will not be paid for RPL in a Unit of Competency completed by a Participant (AVETMISS result code 51 - recognition of prior learning granted or 52 - recognition of prior learning not granted) when a Participant is enrolled in a:

- Bridging or Enabling Courses (Skill Clusters)
- Nationally Accredited Skill Set
- Local Skill Set
- Certificate I or Certificate II Course, or
- other identified Courses or Course types.

A Training Fee is not payable for RPL for Bridging Units or any Foundation Skills courses at any AQF level.

The Training Fee paid for RPL (AVETMISS result code 51 or 52) in a Unit of Competency completed by an eligible student enrolled in a Certificate III and above course is 50% of the published Training Fee inclusive of the location loading.

## 8. Completion Payment

The Minister may pay, in addition to the training subsidy, a Completion Payment. The amount of the Completion Payment will vary according to the type of course.

AQF Level	Completion Payment
Bridging and Enabling Courses (Skill Clusters)	\$0
Nationally Accredited Skill Set & Local Skill Set	\$0
Certificate I	\$0
Certificate II	\$0
Certificate III	\$200
Certificate IV	\$200
Course (Migrant Gap Training)	\$200
Diploma	\$400
Advanced Diploma	\$400

**Table 4**

To qualify for the Completion Payment, the Training Provider must, for each Participant who completes a course, change the Training Account Status to Qualification Issued.

## 9. Participant Course Fee

Funding levels are premised on the principle of co-investment, i.e., in addition to the Funding, there will be a financial contribution for the training in the form of a Participant Course Fee paid to the Training Provider by the Participant, the employer of a Participant, or some other person or body.

Hence, there is an expectation that the Training Provider will charge a Participant Course Fee, unless otherwise specified by the Minister (participant course fee exemption). The Participant Course Fee cannot be paid or waived by the Training Provider.

Unless the course fee is specified by the Department, the Training Provider will charge a minimum Participant Course Fee of \$0.50 per payment hour as per the Department's subsidy calculator.

## 10. Participant Course Fee exemption

Participants over the age of 16 and who are, or have been, under the Guardianship of the Chief Executive of the Department for Child Protection (or interstate equivalent) on any guardianship order, will be eligible for an exemption of the Participant Course Fee.

Where a Participant is entitled to an exemption of the Participant Course Fee, the Training Provider must not impose a Participant Course Fee. The Subsidy Calculator will enable the Training Provider to estimate the Training Fee Payable for completed units of competency for Participants who are entitled to a Participant Course Fee Exemption.

## 11. Concession Reimbursement

A Participant enrolled in a course for which a course fee can be charged will be eligible for a Participant Course Fee Concession if, at the time of creating a training account, the participant holds a current Commonwealth Government concession card, such as a:

- Health Care card; or
- Pensioner Concession card; or
- Veteran Affairs Concession card.

A Participant enrolled in a course for which a fee can be charged will be eligible for a Participant Course Fee Concession if the Participant is a prisoner in a South Australian correctional institution. A prisoner includes all prison inmates, detainees, people on remand, those held in South Australian institutions in connection with the committing of an offence and extends to children in South Australian detention centres who are beyond the age of compulsory schooling. Generally, this group of participants may be referred to a Training Provider through a Prisoner Education Officer.

The Training Provider must seek evidence of eligibility for a Participant Course Fee Concession from the Participant and record this in the Participant's Training Account.

The Training Provider must ensure the information about concession eligibility recorded in the Training Account for each Participant is current and maintained throughout the period of the enrolment.

Where a Training Provider is required to give a Participant a Course Fee Concession, the Training Provider will be reimbursed by the Minister for the concession in accordance with the rates outlined in Table 5 (below).

Where a Training Provider is required to give a Participant a Course Fee Concession, the Training Provider will be reimbursed by the Minister for the Concession and must pass on the full amount of the reimbursement to the Participant.

### Calculation of concession reimbursement

The concession reimbursement payable by the Minister is the Standard Participant Course Fee for the course (i.e., the fee normally charged by the Training Provider), minus \$0.50 per hour of training delivered to a maximum of \$1.35 per hour. Table 5 below shows examples of concession reimbursement for concessions provided to a concession Participant, based on the Standard Participant Course Fee charged by the Training provider.

The calculation of a concession reimbursement is based on the information provided at the creation of a Training Account for the Participant.

### Concession examples

Example	Standard Participant Course Fee	Concession provided to Participant	Concession Participant Course Fee	Concession reimbursement to Provider
<b>A</b>	\$0.50 per hour	\$0	\$0.50 per hour	\$0
<b>B</b>	\$0.80 per hour	\$0.30 per hour	\$0.50 per hour	\$0.30 per hour
<b>C</b>	\$1.85 per hour	\$1.35 per hour	\$0.50 per hour	\$1.35 per hour
<b>D</b>	\$2.50 per hour	\$1.35 per hour	\$1.15 per hour	\$1.35 per hour
<b>E</b>	\$3.00 per hour	\$2.00 per hour	\$1.00 per hour	\$1.35 per hour (max)

**Table 5**

**Note:** The concession course fee that the Participant is charged is managed by the Training Provider outside of the Department's systems.

Example	Comments
A	<ul style="list-style-type: none"> <li>Standard course fee is \$0.50 per hour.</li> <li>Minimum course fee co-contribution payable by the concession student is \$0.50 per hour (see section 9).</li> <li>This scenario does not attract any concession reimbursement.</li> <li>Therefore, no concession is provided to the student and the student pays full fees.</li> </ul>
B	<ul style="list-style-type: none"> <li>Standard course fee of \$0.80 less minimum \$0.50 to be paid by the concession student results in a \$0.30 concession for the student.</li> <li>This \$0.30 concession will be reimbursed to the RTO by the Minister as it is less than the maximum of \$1.35 per hour.</li> <li>In this scenario, there is no loss for the RTO.</li> </ul>
C	<ul style="list-style-type: none"> <li>Standard course fee of \$1.85 less minimum \$0.50 to be paid by the concession student results in a \$1.35 concession for the student.</li> <li>This \$1.35 per hour concession is the maximum value that will be reimbursed to the RTO by the Minister.</li> <li>In this scenario, there is no loss for the RTO.</li> </ul>
D	<ul style="list-style-type: none"> <li>Standard course fee of \$2.50 less \$1.15 per hour to be paid by the concession student results in a \$1.35 concession for the student.</li> <li>This concession of \$1.35 per hour will be reimbursed to the RTO by the Minister, noting that this is the maximum value of concession per hour that is payable by the Minister.</li> <li>In this scenario, there is no loss for the RTO.</li> </ul>
E	<ul style="list-style-type: none"> <li>Standard course fee of \$3.00 less \$1.00 per hour to be paid by the concession student results in a \$2.00 concession for the student.</li> <li>Whilst the RTO is responsible for determining the amount of concession passed on to the student, they must ensure that the student contributes a minimum of \$0.50 per hour (see section 9).</li> <li>In this scenario, there will be a cost to the RTO of \$0.65 per hour as the maximum value of concession payable to the RTO by the Minister is \$1.35 per hour. This is determined by calculating the difference between the \$2.00 concession provided to participant less the maximum concession reimbursement payable by the Minister to the RTO of \$1.35 per hour.</li> </ul>

**Table 6**

## 12. Bridging Units

A Training Fee will be payable for up to five (5) Bridging Units completed by a Participant enrolled in a full qualification.

## 13. Attempts at a unit of competency

A Training Fee will be paid for up to three (3) separate attempts by a Participant to pass a unit of competency or its equivalent. An attempt by a participant must include enrolment, training activity and the assessment of the unit of competency.

A Training Fee will be payable for an attempt in the same or equivalent unit of competency if an AVETMISS result code has been recorded in the Participant's Funded Training History as Competency Not Achieved/Fail (30) or Recognition of Prior Learning Not Achieved (52) **and**

- the Participant has subsequently re-enrolled and been re-assessed in the same unit of competency; **and**
- the Training Provider maintains evidence to this effect; **and**
- a Training Fee has been paid for the same unit of competency no more than twice.



#### 14. On-Job training and employer-based delivery

No Training Fee will be payable to a Training Provider where the Training Services are delivered or provided by the employer of the Participant, and where the Training Provider's role is to validate the achievement of competency and issue the qualification or statement of attainment.

No Training Fee will be payable for a course completed by a Participant who is under a **Training Contract** where the Participant and the employer select the "on-job" option in the Training Plan.

#### 15. Result codes

The result codes for which a payment will be made are:

Result Code	Result Code descriptor
20	Competency achieved/pass
30	Competency not achieved/fail
51	Recognition of prior learning granted
52	Recognition of prior learning not granted
AP70	Continuing Activity – Academic Pass (for permitted units only)

Table 7

The Training Fee payable for a unit of competency is the amount which applies on the day that a claim is generated following submission by the Training Provider of complete, compliant and accurate data.

The Training Fee payable for a Bridging Unit will be subject to the same adjustments and loadings that apply to other units of competency for the course being undertaken by the Participant.

#### 16. Managed Course Limits

This condition establishes a limit per provider to the number of training accounts that can be created for the course. The limits are applicable to each major version release of the Subsidised Training List (STL) and its subsequent minor releases.

It should be noted that limits may be reduced during the period thereby limiting Training Providers to those limits. Where a limit has been imposed during the period and a Training Provider has already exceeded the limit, the Training Provider is not permitted to create more training accounts unless expressly permitted to do so. Subject to budget availability, other limiting measures may be necessary including removing the availability of the course to be subsidised if necessary.

A Managed Course List is available on the Department's website and outlines the courses that fall under this condition and the maximum number of training accounts that can be created per provider for each course.

Training Providers are responsible for monitoring the number training accounts they have created and adhering to the limits specified. The Department will monitor the level of compliance as part of the review on provider performance.

Exemptions to the published limit can be granted on a provider-by-provider basis with alternative maximum limits being provided where it is deemed in the public interest to do so. The Department may grant Training Providers with an exemption to the general limit upon application for an exemption via the application process available on the Department's website.

The Department may also increase the limits without notice where there is enough evidence of demand, budget availability and the value that additional training will provide to South Australians.

Training Providers are encouraged to contact the Department through the Department's website or via [Exemption Application](#) should they feel an increase to the limit is necessary.