

SDS Training has successfully been awarded funding for Skills Assessment and Gap Training – Civil Construction Program for the period *October 01st 2021 – September 30th 2022*.

Please send completed form with required evidence to: enquiries@sdstraining.edu.au

| MANDATORY PRE - ELIGIBILITY QUESTIONS – Circle Yes or No to each of these | | | |
|---|---|--|--|
| Yes | No | I am a current apprentice | |
| Yes | No | I am currently employed by and/or contracted to a Registered Training Organisation | |
| Yes | No | I am currently enrolled and/or participating in a Queensland Secondary School Program | |
| Yes | No | I have accessed CSQ funding during the period of 1/10/2021 to 30/09/2022. | |
| Yes | No | I am completing or have completed the same course under another authority or similar body such as the training being applied for under the CSQ Higher Level Skills – Civil Construction Program. | |
| Yes | No | I am seeking Verification of Competency. | |
| Yes | No | I do not have the necessary experience and evidence to RPL at least 70% of this qualification. I am wanting to credit transfer more than 50% of this qualification. | |
| Yes | No | I am an employee of an Authority (Not including local Councils) | |
| ** IF YOU HAVE SELECTED YES TO ANY OF THE ABOVE QUESTIONS, PLEASE CONTACT US ON 1300 000 737 PRIOR TO CONTINUING** | | | |
| PARTICIPANT DETAILS: | | | |
| Full Name: | | Date of Birth: | |
| Phone Number: | | Email: | |
| Address: | | | |
| FUNDING ELIGIBILITY: (please select appropriate response/s) | | | |
| I currently hold | Australian/NZ Citizen <input type="checkbox"/> | Australian Permanent Residency <input type="checkbox"/> | Refugee/Humanitarian Visa Holder <input type="checkbox"/> |
| I am | A Permanent Resident of Queensland <input type="checkbox"/> | Permanently Employed in Queensland <input type="checkbox"/> | |
| **MANDATORY SUPPORTING EVIDENCE REQUIRED** | | | |
| Birth/Citizenship Evidence | (1) One Required | <input type="checkbox"/> Full Birth Certificate/Birth Certificate Extract <i>*A commemorative birth certificate cannot be accepted</i> <input type="checkbox"/> Passport <input type="checkbox"/> Medicare Card (Green Card Only – Must Provide a Colour Copy) <input type="checkbox"/> Visa <input type="checkbox"/> Certificate of Evidence of Residence Status (CERS) | |
| Residency/Address Evidence | (1) One Required | <input type="checkbox"/> Queensland Driver's Licence <input type="checkbox"/> Heavy Vehicle or Marine Licence <input type="checkbox"/> Australian Electoral Commission Document <input type="checkbox"/> Utilities Account <input type="checkbox"/> Council Rates Notice <input type="checkbox"/> Real Estate Agent Statement | |
| I am | Currently Employed <input type="checkbox"/> <i>(Go to Section 3)</i> | Currently Unemployed <input type="checkbox"/> <i>(Go to Section 4)</i> | Self Employed <input type="checkbox"/> <i>(Go to Section 5)</i> |

SECTION 3 – Currently Employed Participants – EMPLOYMENT DETAILS

I am employed in the Building and Construction Industry as defined by CSQ
[https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=\(1\)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94](https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=(1)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94) YES NO

Name of Current Employer

Employer ABN

| | |
|-----------|---------------------------|
| Job Title | Date Employment Commenced |
|-----------|---------------------------|

****Documentation Supporting your stated employer, position of employment and current engagement – MUST supply at least ONE (1)****

Relevant Current Licence

Letter from Employer

Statutory Declaration

SECTION 4 – Unemployed Participants – PAST EMPLOYMENT DETAILS

In the last FOUR (4) years I have been employed in the Building and Construction Industry as defined by CSQ
[https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=\(1\)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94](https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=(1)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94) YES NO

Name of Past Employer

| | | |
|--------------------|---------------------|--------|
| Past Employer ABN | Dates of Employment | Start |
| Previous Job Title | | Finish |

****Documentation Supporting your stated past employment. Details to be included are - past employer, position of employment, date of commencement and conclusion. – MUST supply at least ONE (1)****

Current Leave Membership Statement

Separation Certificate

Statutory Declaration

SECTION 5 – Self Employed Participants – EMPLOYMENT DETAILS

I am currently employed in the Building and Construction Industry as defined by CSQ
[https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=\(1\)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94](https://www.csq.org.au/building-and-construction-industry-definitions-glossary/#:~:text=(1)%20The%20building%20and%20construction,repairing%20any%20of%20the%20following%E2%80%94) YES NO

****Documentation Supporting your stated employer, ABN, Address, position of employment and current engagement – MUST supply at least ONE (1)****

Current Leave Membership Statement

Copy of at Least ONE (1) Recent Job Invoice

Statutory Declaration

PARTICIPANT DECLARATION

- I declare that the information and supporting documentation provided is true and correct to the best of my knowledge. I understand it is a serious offence to provide false or misleading information.
- I declare that I have not previously completed the Unit of Competency /ies or Qualification that I am requesting funding for and accept that I will be responsible for payment of ALL course fees where it is proven that false or misleading information has been provided.
- I hereby give permission for SDS Training to conduct a DETConnect check.
- I hereby give permission for CSQ to contact me for the purposes of including but not limited to, a review and destination survey as well as current and future CSQ products and services.
- I have read the "Student Handbook" and any relevant information associated with the CSQ Funding Higher Level Skills Construction Program as found at <https://sdstraining.edu.au/>
- I acknowledge and agree to the terms and conditions of this program, including but not limited to enrolment, training, assessment, fees and cancellation.

| COURSE CODE | COURSE TITLE | INTEREST | PARTICIPANT CO-CONTRIBUTION |
|-------------|--|--------------------------|-----------------------------|
| RII30820 | Certificate III in Civil Construction Plant Operations | <input type="checkbox"/> | \$0.00 |
| RII30920 | Certificate III in Civil Construction (<i>various streams available</i>) | <input type="checkbox"/> | \$0.00 |

**Please note that for workplace delivery minimum numbers may apply.*

***Each participant may only undertake **a maximum of one qualification** listed above.*

**All units of competency must be completed with a competent result within the contracted dates in order to receive subsidy. If you are unable to complete your course within this time frame, you are required to cover the full cost of training; feel free to discuss with our team.*

Participant Signature: _____

Date: _____

The below can be used as a template, submitted document must include Employer letterhead.

| Employer Template – CSQ Eligibility Requirements | | |
|--|--------------|------------------|
| Business Name: | | |
| Business Address: | City: | Postcode: |
| Ph: | Fax: | Email: |
| ABN: | | |

Date: / /

SDS Training

E: enquiries@sdstraining.edu.au

Dear Sir / Madam

Confirmation of Employer & Employee Status

I confirm the below information to be true and correct.

I can be contacted on (Ph.) to verify the above details.

| | |
|--------------------------------|---|
| Employee Name: | |
| Employer Name: | |
| Job Title: | |
| Length of Employment: | Commencement Date:..... Cease Date: (If applicable) |
| Employment Status: | <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual <input type="checkbox"/> Self Employed |
| Job Description/Duties: | <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| Self Employed | <input type="checkbox"/> Include copies of de-identified invoices, contacts or correspondence to evidence engagement in the Building and Construction Industry <i>within the last month.</i> |

Signature.....

Date.....

Name.....

Position.....