



SDS Training has been awarded funding for Higher Qualifications Civil & Building Program, during the funding period (October 01<sup>st</sup> 2022 – September 30<sup>th</sup> 2024).

Please send completed form with required evidence to: [enquiries@sdstraining.edu.au](mailto:enquiries@sdstraining.edu.au)

MANDATORY PRE - ELIGIBILITY QUESTIONS – Circle Yes or No to each of these			
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 HLS or SAGT funding during the period of 1/10/2022 to 30/09/2024.	
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 or SAGT Programs.	
Yes	No	I am have accessed eight (8) short courses in total under the CSQ Short Course funding contract during the period of 1/10/2022 to 30/09/2024	
Yes	No	I have accessed funding for 3 HRW Licence Units and/or 3 MPO Units under the CSQ Short Course funding contract during the period of 1/10/2022 to 30/09/2024.	
Yes	No	I am seeking Verification of Competency.	
Yes	No	I am an employee of an Authority (Not including local Councils)	
<b>** IF YOU HAVE SELECTED YES TO ANY OF THE ABOVE QUESTIONS, PLEASE CONTACT US ON 1300 000 737 PRIOR TO CONTINUING**</b>			
Yes	No	N/A	I am a current Apprentice or Trainee &/or I have completed at least 50% of my Registered Training Plan for my Apprenticeship or Traineeship.
PARTICIPANT DETAILS:			
Full Name:			Date of Birth:
Phone Number:		Email:	
Address:			
FUNDING ELIGIBILITY: (please select appropriate response/s)			
I currently hold	Australia/NZ Citizenship <input type="checkbox"/>	Australian Permanent Residency <input type="checkbox"/>	A Visa holder with relevant permission to work <input type="checkbox"/>
<b>**MANDATORY SUPPORTING EVIDENCE REQUIRED**</b>			
Right to Work in Australia Evidence	(1) One Required	<input type="checkbox"/> Green Medicare Card (Current) or My.gov – Medicare snapshot <input type="checkbox"/> Australian or New Zealand Passport (Up to 6 months from expiry) <input type="checkbox"/> Australian or New Zealand Full Birth Certificate or Extract* <input type="checkbox"/> Permanent Resident Visa with permission to work Valid Historical Certificate of Evidence of Residence Status issued by Home Affairs <input type="checkbox"/> Certificate of Evidence of Residence issued by ATO	
I am (MUST SUPPLY EVIDENCE TO MATCH, AS OUTLINED BELOW)	Currently Employed <input type="checkbox"/>	Currently Unemployed <input type="checkbox"/>	Self Employed <input type="checkbox"/>
Permanently work in Queensland – Currently Employed	(1) One Required	<input type="checkbox"/> QLeave Statement (current statement showing credits within last 4 years) <input type="checkbox"/> Relevant current Licence (as per listing on Pg 4)	



		<input type="checkbox"/> Employer letter (on letter head and signed by the employer) confirming employment, role and duties in the Building and Construction industry <input type="checkbox"/> Statutory Declaration providing details of employment including role and duties within the Building and Construction Industry.
<b>Permanently work in Queensland – Self Employed</b>	(1) One Required	<input type="checkbox"/> QLeave Statement (current statement showing credits within last 4 years) <input type="checkbox"/> Relevant current Licence (as per listing on Pg 4) <input type="checkbox"/> ABN/ACN registration showing ownership and Invoices for recent work in the industry <input type="checkbox"/> Statutory Declaration providing details of employment including role and duties within the Building and Construction Industry.
<b>Unemployed eligible worker</b> (unemployed for a period not greater than 4 years who would otherwise meet the requirements of an Eligible Worker)	(1) One Required	<input type="checkbox"/> QLeave Statement (current statement showing credits within last 4 years) <input type="checkbox"/> Relevant current Licence (as per listing on Pg 4) <input type="checkbox"/> Separation Certificate <input type="checkbox"/> Statutory Declaration providing details of employment including role and duties within the Building and Construction Industry.
<b>An active apprentice or trainee, registered in Queensland</b>	(1) One Required	<b>Apprenticeship/Traineeship must be on the CSQ approved listing - <a href="https://www.csq.org.au/apprentice-advance/">https://www.csq.org.au/apprentice-advance/</a></b> <input type="checkbox"/> Employer letter (on letter head and signed by the employer) confirming employment, role and duties in the Building and Construction industry <input type="checkbox"/> DESBT Commencement letter to verify Commencement Date, Registration Number and Qualification
<b>An unemployed cancelled apprentice or trainee in Queensland</b>	(1) One Required	<b>Apprenticeship/Traineeship must be on the CSQ approved listing - <a href="https://www.csq.org.au/apprentice-advance/">https://www.csq.org.au/apprentice-advance/</a></b> <input type="checkbox"/> DESBT Cancellation letter <input type="checkbox"/> DESBT Cancelled apprentice training approval advice

**EMPLOYMENT DETAILS**

I am employed in the Building and Construction Industry as defined by CSQ OR in the last FOUR (4) years I have been employed in the Building and Construction Industry as defined by CSQ <a href="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</a>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
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Name of Employer			
Employer ABN		Dates of Employment	Start
Job Title			Finish (if applicable)

**PARTICIPANT DECLARATION**

<input type="checkbox"/>	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.
<input type="checkbox"/>	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.
<input type="checkbox"/>	I hereby give permission for SDS Training to conduct a DETConnect check.
<input type="checkbox"/>	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.



<input type="checkbox"/>	I have read the "Student Handbook" and any relevant information associated with the CSQ Funding Higher Qualifications Program as found at <a href="https://sdstraining.edu.au/">https://sdstraining.edu.au/</a>
<input type="checkbox"/>	I acknowledge and agree to the terms and conditions of this program, including but not limited to enrolment, training, assessment, fees and cancellation.
<input type="checkbox"/>	I hereby give permission for SDS Training to validate my Apprenticeship/Traineeship status (if applicable)

**Participant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please indicate which courses you would like to participate in

COURSE CODE	COURSE TITLE	INTEREST	PARTICIPANT CO-CONTRIBUTION*	BASE PRICE PER UNIT OF COMPETENCY	CSQ SUBSIDISED AMOUNT
RII40720	Certificate IV in Civil Construction	<input type="checkbox"/>	\$0.00	\$365.67	\$4,388.00
RII50420	Diploma of Civil Construction Management	<input type="checkbox"/>	\$0.00	\$519.23	\$6,750.00
BSB41419	Certificate IV in Work Health and Safety	<input type="checkbox"/>	\$0.00	\$270.00	\$2,700.00

*\*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.*

## CSQ APPROVED LICENCES

*\*Interstate Licences Not Accepted*

Regulator	Description	Licence	Tick Applicable
QBCC	Trade Contractors	Brick & Segmental Paving	<input type="checkbox"/>
QBCC	Trade Contractors	Bricklaying & Block Laying	<input type="checkbox"/>
QBCC	Trade Contractors	Bricklaying and Blocklaying	<input type="checkbox"/>
QBCC	Trade Contractors	Cabinet Making	<input type="checkbox"/>
QBCC	Trade Contractors	Carpentry	<input type="checkbox"/>
QBCC	Trade Contractors	Concreting	<input type="checkbox"/>
QBCC	Trade Contractors	Fire Protection – Install and Maintain – Fire Doors and Fire Shutters	<input type="checkbox"/>
QBCC	Trade Contractors	Fire Protection – Install and Maintain – Fire Collars, Fire-Rated Penetrations and Fire-Rated Joint Sealing	<input type="checkbox"/>
QBCC	Trade Contractors	Fire Protection – Install and Maintain – Fire and Smoke Walls and Ceilings	<input type="checkbox"/>
QBCC	Trade Contractors	Floor Finishing and Covering (Hard Sector)	<input type="checkbox"/>
QBCC	Trade Contractors	Foundation Work (Piling and Anchors)	<input type="checkbox"/>
QBCC	Trade Contractors	Glass, Glazing and Aluminium	<input type="checkbox"/>
QBCC	Trade Contractors	Joinery	<input type="checkbox"/>
QBCC	Trade Contractors	Painting and Decorating	<input type="checkbox"/>
QBCC	Trade Contractors	Plastering Drywall	<input type="checkbox"/>
QBCC	Trade Contractors	Plastering Solid	<input type="checkbox"/>
QBCC	Trade Contractors	Plumbing and Drainage	<input type="checkbox"/>
QBCC	Trade Contractors	Roof and Wall Cladding	<input type="checkbox"/>
QBCC	Trade Contractors	Sheds, Carports and Garages	<input type="checkbox"/>
QBCC	Trade Contractors	Shopfitting (Trade)	<input type="checkbox"/>
QBCC	Trade Contractors	Steel Fixing	<input type="checkbox"/>
QBCC	Trade Contractors	Stonemasonry	<input type="checkbox"/>
QBCC	Trade Contractors	Structural Landscaping (Trade)	<input type="checkbox"/>
QBCC	Trade Contractors	Wall and Floor Tiling	<input type="checkbox"/>
QBCC	Trade Contractors	Waterproofing	<input type="checkbox"/>
QBCC	Builder	Low Rise ( <i>Contractor and nominee supervisor / Site Supervisor</i> )	<input type="checkbox"/>
QBCC	Builder	Medium Rise ( <i>Contractor and nominee supervisor / Site Supervisor</i> )	<input type="checkbox"/>
QBCC	Builder	Open ( <i>Contractor and nominee supervisor / Site Supervisor</i> )	<input type="checkbox"/>
QBCC	Builder	Restricted ( <i>Kitchen, Bathroom &amp; Laundry installation</i> )	<input type="checkbox"/>
QBCC	Builder	Restricted (Shopfitting)	<input type="checkbox"/>
QBCC	Builder	Restricted to structural landscaping	<input type="checkbox"/>
QBCC	Mechanical Services	Plumbing	<input type="checkbox"/>
ESO	Electrical	Electrical Mechanic Licence	<input type="checkbox"/>

**The below can be used as a template, submitted document must include Employer letterhead & be signed by the Employer.**

Employer Template		
<b>Business Name:</b>		
<b>Business Address:</b>	<b>City:</b>	<b>Postcode:</b>
<b>Ph:</b>	<b>Fax:</b>	<b>Email:</b>
<b>ABN:</b>		

Date: / /

SDS Training

E: [enquiries@sdstraining.edu.au](mailto:enquiries@sdstraining.edu.au)

Dear Sir / Madam

**Confirmation of Employer & Employee Status**

I confirm the below information to be true and correct and that the duties detailed are the employee’s substantive role.

I can be contacted on (Ph.) ..... to verify the details outlined on this letter.

<b>Employee Name:</b>	
<b>Job Title:</b>	
<b>Length of Employment:</b>	Commencement Date:..... Cease Date: ..... (If applicable)
<b>Project / Work Site Name:</b>	
<b>Duration at this Site:</b>	
<b>Job Description/Duties:</b> <i>Please ensure to provide <b>detailed</b> information of your job description/role duties performed within the building or construction industry.</i>	..... ..... ..... ..... ..... .....
<b>Apprentice Details (if applicable)</b>	Qualification Name:..... Commencement Date:..... Registration Number:.....

By signing below, I confirm the above-mentioned employee is 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)

**Employer Signature**.....

**Date**.....

**Employer Name**.....

**Position**.....