CSQ Funding

STUDENT HANDBOOK

For more information on NICS policies and procedures, refer to the NICS website and Student Handbook General

NATIONALLY RECOGNISED
TRAINING

National Institute of Construction Skills (NICS)
RTO Number: 30048

WELCOME TO NATIONAL INSTITUTE OF CONSTRUCTION SKILLS

The Master Painters, Decorators & Signwriters Association of Queensland Union of Employers is now trading as National Institute of Construction Skills (NICS).

The team is proud to welcome you on board. We trust that you will find the time we share challenging, rewarding and fun.

Our aim is to equipt you with the knowledge, skills, and confidence to carry out your duties and responsibilities in the workplace. We will also offer you an opportunity to build your confidence and motivation with a view to prepare you for a competitive market.

During your time with us, you will be exposed to a variety of experiences and challenges. Our courses provide a mix of theory and practical skills training.

Upon enrolling, you have rights and responsibilities, most of which are outlined in this handbook. You are welcome to ask us for further information if you have questions, which are not covered in this handbook.

As a registered training organisation, National Institute of Construction Skills is responsible for compliance with the 2025 RTO Standards which is regulated by the Australian Skills Quality Authority (ASQA).

We provide the highest quality training to ensure that you are fully equipped with exceptional knowledge and skills to be an ambassador for the painting industry.

The quality of your experience at National Institute of Construction Skills depends largely on your motivation and commitment. We feel that we have in place an ideal learning environment.

Meet the challenge and we will do our very best to ensure that the benefit to you exceeds your expectations.

Regards,

Chris Munday

President

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About Construction Skills Queensland (CSQ) Funding

Purpose of this Handbook

This handbook explains how Construction Skills Queensland (CSQ) funding operates for eligible participants undertaking training with NICS in Queensland.

It provides:

- An overview of CSQ-funded programs
- Eligibility criteria and evidence requirements
- Participant, employer, and provider obligations
- Information about co-contribution fees

This handbook must be read in conjunction with our NICS_08_002 Student Handbook General V22 alongside relevant CSQ Program Contracts, Program Schedules, and Supplier Guides.

What is CSQ?

Construction Skills Queensland (CSQ) is an *independent, non-for-profit, industry-funded body* that subsidises training for workers, apprentices, trainees and career seekers in the Queensland building and construction industry**.** Its funding comes from an industry training levy applied to construction projects in Queensland.

Purpose of CSQ Funding

CSQ funding exists to support and subsidise training in the Queensland building and construction sector — helping people upskill, gain licences/qualifications, and meet industry competency standards. It does not replace national training packages but *supports delivery of training under nationally recognised qualifications and competencies*. Construction Skills Queensland

CSQ funding supports three main programs:

1. Short Courses Program – micro-credentials/skills sets targeting safety, licensing, plant operation, supervisory skills, etc.
2. Higher Qualifications Program – subsidised full nationally recognised qualifications (e.g., Cert IV, Diploma) for eligible workers.
3. Skills Assessment & Gap Training (SAGT) Program – helps experienced workers get initial formal qualifications through RPL and targeted training**.**

CSQ Funded training

All training offered by NICS to students completing a CSQ funded program may use one or more of the following methodologies:

- Online learning
- Face to face learning including using digital means (Microsoft Teams/Zoom)
- Practical on-site learning and assessment activities under the supervision of a NICS Trainer
- Practical activities at a suitably equipped training centre under the supervision of a NICS Trainer

All formal learning may be undertaken face to face, online, MPA Online (NICS Student online Portal), or via virtual classrooms, Microsoft Teams or Zoom. Where necessary, training may be conducted on site using our mobile training facility or at training centres at Salisbury, Caboolture or Cairns (minimum numbers apply).

All students are provided with our NICS online Student portal, our Online Student Management System and our online learning management system to access this handbook and our Student Handbook General. These documents are also available for download from our website www.nics.com.au.

Short Courses (Building), offered by CSQ are current from **1 October 2025 to 30 September 2026**
Skill Set Program (Waterproofing) offered by CSQ are current from **1 August 2025 to 31 July 2027**
Skill Assessment and GAP Training Building offered by CSQ from **01 October 2025 to 31 August 2026**

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High Qualifications Building offered CSQ are current from **19 August 2024 to 28 February 2026**
Short Course (Trade Ready) offered by CSQ are current from **12 January 2026 to 31 December 2026**

Enrolment Information

Enrolment in a CSQ funded course will be conducted online and through virtual means wherever possible. However, all students are required to present eligibility evidence during their Pre Enrolment and Induction process with NICS.

Below is a NICS Step by Step enrolment Guide – Applying for CSQ Funding

Purpose

This step-by-step guide forms part of the NICS enrolment process and explains the step-by-step process students must follow to apply for Construction Skills Queensland (CSQ) funding as part of NICS pre-enrolment Process.

Step 1: Gain an understanding of the various types of CSQ Funding options

Students can gain current information via visiting our NICS website, or by requesting information from our team by emailing admin@nics.com.au

Step 2: Check Your Eligibility

Before you indicate that you would like to be considered for a CSQ funding position with your chosen CSQ Program, students are encouraged to thoroughly read the program eligibility requirements and required supporting evidence they will need to provide NICS to consider their application.

Check the eligibility requirements relevant to your CSQ funding choice

- Short Course (Building)
- Skills Assessment & Gap Training (SAGT)
- Higher Qualification Building (Higher Level Skills)
- Skill Sets Program (Waterproofing)
- Short Course (Trade Ready)

Step 3: Determining Eligibility

Once the student has evaluated their individual circumstances against the relevant eligibility criteria and they wish to proceed with their application they should move onto collecting and collating their required evidence.

Should students be unsure of what type of CSQ funding applies to their individual circumstances we recommend providing a brief summary of your circumstances to our Admin / enrolments team via email at admin@nics.com.au or you can call us between 0800-1600 (AEST – Brisbane QLD).

Step 4: Gather Your Evidence

You must provide evidence to support your eligibility and meet CSQ funding requirements

Common evidence that students frequently provide are listed below:

- Photo ID – Driver Licence (QLD or other state), Proof of age card, Current Passport
- Proof of Age – Driver Licence (QLD or other state), Proof of age card, Current Passport
- Citizenship / Aust Resident / Visa Status – Current Australia Birth Certificate, Australian Passport or Citizenship Certificate, New Zealand Passport, Current Green Medicare card
- Proof of Queensland residency - Current QLD Driver's Licence (the address on your Licence must match the address on your enrolment form and be current)
- Utility bill in the student's name showing the student's current residential address (Phone bill, car Rego – Registration renewal), Bank statement (you may be able to download this from your bank

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institution online portal) Students are required to blank out confidential banking information before providing it to NICS)

Visa Holders only

- Foreign Passport (with valid visa) including Australian Permanent Residency documentation, Visa Entitlement Verification Online (VEVO) check (for eligible visa holders)

Step 5: Making an informed decision (Seek Clarification / Ask Questions)

All potential students, parents / legal guardians, employers (where applicable) etc. are required to read all information provided to them via our website, emails received, NICS Student online portal etc. to make an informed and educated decision about their enrolment options, rights and responsibilities.

All parties are encourage to ask questions and seek clarification if needed at any time throughout the enrolment process by contacting our enrolments team on admin@nics.com.au or you can call us between 0800-1600 (AEST – Brisbane QLD).

Step 6: Confirm your intention to enroll with NICS

Once you have reviewed all of the information provided to you and you have asked any questions you may have you will confirm your intention to enroll by sending the enrolments team an email at admin@nics.com.au

The template below provides you with a guide on what information we require from you.

Subject: New Interest to Enrolment – student name – 00/00/2026

Hi Enrolment team,

I would like to confirm my interest in enrolling with NICS, please see my details below.

Full legal name:

Preferred name (if applicable):

DOB:

Email:

Mobile:

Residential address:

Step 7: Developing your PMA online (NICS Student online portal access)

Once the enrolment team receives your information, they will commence using all your credentials provided to generate your unique access to our NICS online portal.

Should we need anything further from you or we need to clarify any information we will contact you via either email, SMS or phone call to clarify or request additional information.

Once all is finalised the enrolment team will send you an email with your individual NICS online portal credentials as well as detailed instructions on how to access the portal and some trouble shooting tips.

Step 8: Accessing NICS Student online portal

As soon as practical students should access the NICS Student online portal and complete the below steps:

Students must complete the following:

a) Complete Enrolment and Funding Requirements

Students are required to complete all enrolment tasks listed in their pre-enrolment and Induction section of their student portal this will include, providing supporting evidence in line with NICS online enrolment process (Drivers Licence, Medicare card, Birth Cert / Passport etc.)
Students must ensure that the copy of documents they provide are in colour, clearly legible and not missing information.

Students must complete all CSQ eligibility application information including providing CSQ funding documentation and enrolment ID evidence where it differs from NICS enrolment Is evidence.

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b) Continue completing Pre Enrolment and Induction tasks

- Proceed to complete the LLND (Language, Literacy, Numeracy and Digital) assessment
- Participate in NICS Student Support Plan Program (watch videos and complete forms if applicable)
- Complete any additional requirements relevant to your specific chosen CSQ Funding eligibility
  e.g. providing evidence of being an eligible worker by uploading stat Declarations or company reference letters
- Read and review NICS Privacy and confidentiality tasks including CSQ Student Consent and Declaration forms, NICS consent and declaration statements
- Review and sign NICS policies and procedures such as Complaints, Privacy / Media Release forms, student code of conduct etc.

(Students should thoroughly check their individual student portal as these requirements may be updated throughout the year based on 2025 RTO Standards and Funding recommendations and privacy notices.)

Step 9: Notify NICS of your enrolment task completions

Once a student has successfully completed all Pre Enrolment and Induction tasks, please advise the NICS enrolment team so that they can commence conducting an Enrolment and Funding quality check on your electronic student profile to ensure we have all the information required for the various Government reporting processes.

Subject: Enrolment & Funding Tasks completed– student name – 00/00/2026

Hi Enrolment team,

I would like to confirm my interest in enrolling with NICS, please see my details below.

Full legal name:

Preferred name (if applicable):

DOB:

Email:

Mobile:

Residential address:

Thank you

Step 10: Identify successful applicant – determine eligibility status for enrolment and funding

Once a student has advised the NICS enrolment team of successful pre-enrolment and induction completion, the NICS enrolment team will review your submission and evidence provided and give feedback should we be requiring amendments or additional supporting evidence.

Step 11: Developing an enrolment contract / Funding agreement

Once the NICS enrolment team has received confirmation that students have finalised their enrolment, a quality check on the students' CSQ eligibility is conducted. Communication confirming the status of eligibility will be conferred to the student via email.

Step 12: Development of Formal Training documentation

Once a student has been successful in obtaining a position in line with their chosen Program / funding model, NICS will develop and provide to learner a:

- NICS COE Letter (Confirmation of enrolment letter)
- CSQ Confirmation of Funding Status (Email is sent directly from Admin / enrolments team)
- Training schedules (Program overview of online, onsite attendance etc.)
  (Students will be notified of their access to NICS Student online portal workshops which provide students with information such as identifying upcoming dates, times and locations for upcoming training.

Step 13: Issue invoice

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Students whose CSQ Funding program require payment either in instalments or as a student contribution fee will have an invoice generated and emailed to them providing information in relation to their CSQ program including clear information on what the invoice relates to and including all their NICS identifier information.

Step 14: Pay Required Fees

Once students receive their invoice, they are required to promptly make payment using the information provided on invoice.

Step 15: Payment receipt Issued to students

Once NICS finance team has received a student's payment into our nominated bank account then the student will be provided with a payment receipt via email.

Please note:

Payments made using the strip payment system may be processed at a different rate than electronic bank transfers or over the phone credit card payments.

Stripe is an online payment platform that allows organisations to accept and manage electronic payments securely over the internet.

It is commonly used by businesses, RTOs, and organisations to take payments for services, enrolments, subscriptions, and invoices.

Step 16: Start Training

Once all steps are completed:

- Eligibility confirmed
- Evidence verified
- Forms verified
- Fees Paid

Your enrolment is activated and you will receive access to first unit of competency training & learning resources through NICS online Student portal.

Your Trainer & Assessor or a member of our Student Support team will contact you in relation to your commencing your study and arranging with your specifics for your first onsite training day.

Short Course (Building) Information

Constructions Skills Queensland (CSQ) funds experienced workers who do not hold formal certification (Statement of Attainment) for selected units of competency required to carry out their role in their field.

Short courses provide the opportunity for skilled workers to attain selected units of competency (up to a maximum of 8 in a twelve-month term). What this means is that you can do more than one short course, providing you do not exceed the maximum number in a year.

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Short Course (Building) Funded Units of Competency

Short Course Building	• BSBESB402 Establish legal risk management requirements of new business venture • CPCCBC4047A Quality assure fire-rated lining system • CPCCWC3003 Install dry wall passive fire-rated systems • CPCPCM4011 Carry out work-based risk control processes • CPCPCM4012 Estimate and cost work • CPPFES2039 Identify, inspect, and test passive fire and smoke containment products and systems • CPPFES2035 Identify, inspect and test fire and smoke doors • CPCCPD3031 Work safely with lead painted surfaces in the painting industry • CPCPCM2043 Carry out WHS requirements • CPCCCM2004 Handle construction materials

Short course (Building) Enrolment Eligibility Evidence

Eligibility evidence (a minimum of three (3) evidence documents must be provided from the list below however students may use one document (1) to meet the criteria for more than one category listed below)

Identity Verification (Mandatory)

Student identity (including DOB)	Acceptable evidence: Current Australian Passport • Australian Birth Certificate • Foreign Passport (with valid visa) • Driver Licence (QLD or other state) • Proof of Age Card

Citizenship / Aust Resident / Visa Status	Evidence to confirm eligibility to work and study in Australia. Acceptable evidence: • Australian Passport or Citizenship Certificate • New Zealand Passport • Australian Permanent Residency documentation • Visa Entitlement Verification Online (VEVO) check (for eligible visa holders) Evidence of humanitarian or refugee visa holder: • Copy of visa confirming currency status with right to work in Australia • Copy of formal correspondence from Department of Home Affairs

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Queensland residency	• Current Driver's Licence (the address on your licence must match the address on your enrolment form)
	• Utility bill in the student's name showing the student's current residential address

Short Course (Building) Funding Eligibility Requirements

For short courses Program - eligible participant means:
To be eligible to participate in this program, a student **MUST** be

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Criteria One (1)

a) An Australian or New Zealand Citizen or permanent resident.

or

b) A participant who has the right to work and study in Australia clearly stated on their Visa documentation and has been employed in the building and construction industry for a period of six (6) months or more

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Students also need to provide evidence to support Criteria Two (2)

Criteria Two (2)

And either

c) An Eligible Worker in Queensland building & Civil construction Industry

or

d) An unemployed eligible worker (unemployed for a period of not more than six (6) months and previously substantially engaged in building/ civil construction

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VISA Interpretation

"Students must hold a current and valid visa and comply with all associated visa conditions for the duration of their enrolment."

Important information to consider:

Participants are not eligible if they are:

a) An employee of a government authority (with some council exceptions)

(If this is relevant to your circumstances, please speak to the NICS Admin team who can assist you with a more comprehensive eligibility review prior to enrolment.)

b) Currently enrolled and participating in a Queensland secondary school program.

c) A contracted Trainer & /or Assessor or an existing worker of an RTO (Registered Training Organisation)

d) Funded by another authority or such other source for delivery of the same training being undertaken as part of this program.

e) Participants seeking a Verification of Competency (VOC)

f) Funded for more than eight (8) short course programs (either in the building specific and/or civil specific) in the current calendar year (**1 October 2024 – 30 September 2025**) at the time of enrolment

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The below table outlines the acceptable criteria for the definition of an eligible worker as dictated by CSQ Funding legislative and regulatory requirements and the evidence that students must provide to the NICS Enrolment & Compliance team.

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Eligible Worker	Evidence
Employed and substantially engaged in the Queensland building and construction Industry **Or**	Employer Letter on company letterhead, dated and signed by the employer which confirms: a) The role of the participant and b) The duties being undertaken by the participant that demonstrate substantial engagement in the industry priorities identified in the supporting resources **Or**
Unemployed for less than 6 months, in a role which would meet the employed and substantially engaged requirements of an Eligible worker	Statutory Declaration providing details of employment which would ordinarily be on an employer letter. **Or** Copy of ABN / CAN registration showing ownership and invoices for recent work in the industry
Or Self Employed and substantially engaged in the Queensland Building and construction industry	**Or** Statutory Declaration providing details of business registration and recent work in the industry

Short Course (Building) Fee Structure

Unit of competency	Student Co contribution	*Full cost FFS	*Admin Fee*
BSBESB402 Establish legal risk management requirements of new business venture	$0	$400.00	*$50.00*
CPCCBC4047A Quality assure fire-rated lining system	$ 200.00	$550.00	*$50.00*
CPCCWC3003 Install dry wall passive fire-rated systems	$ 0	$450.00	*$50.00*
CPCPCM4011 Carry out work-based risk control processes	$ 0	$500.00	*$50.00*
CPCPCM4012 Estimate and cost work	$ 0	$450.00	*$50.00*
CPPFES2039 Identify, inspect, and test passive fire and smoke containment products and systems	$ 0	$250.00	*$50.00*
CPPFES2035 Identify, inspect and test fire and smoke doors	$ 0	$250.00	*$50.00*
CPCCPD3031 Work safely with lead painted surfaces in the painting industry	$ 0	$150.00	*$50.00*
CPCPCM2043 Carry out WHS requirements	$ 0	$250.00	*$50.00*
CPCCCM2004 Handle construction materials	$ 0	$250.00	*$50.00*

*Payment arrangements – Short course (Building)

Upon successful enrolment and confirmation of eligibility, students will receive an invoice for the student contribution and admin fee amount. Invoices are strictly seven (7) days and must be paid prior to the commencement of training. The full course fee (full cost FFS*) must be paid in full at the time of enrolment or before training commences.

Failure to pay invoices by the due date may result in the student's enrolment being suspended until all outstanding fees are paid.

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Skills Assessment & Gap Training (SAGT) Information

Constructions Skills Queensland (CSQ) funds experienced workers who do not hold a formal qualification in their industry sector, to gain recognition of prior learning (RPL).
RPL refers to the acknowledgement of pre-existing skills and knowledge because of formal training, work experience and/or life experience.

To complete a qualification under this program, students must be able to gain formal recognition, through RPL, for not more than ten (10) units of competency from the qualification prior to undertaking gap training and assessment in the remainder of the qualification and complete a minimum of two units of competency through formal gap training.

Achieving RPL requires the submission of an application, a range of evidence in support of any existing knowledge and skills and third-party reports. In addition, students will participate in a competency conversation to ascertain the level and depth of knowledge already possessed by the student.
A participate is only eligible to complete one qualification across this contract term and cannot complete a funded Higher Skills qualification in the same delivery period.

Skills Assessment & Gap Training (SAGT) Funded Units of Competency

Skills Assessment & Gap Training (SAGT)	• CPC30620 Certificate III in Painting and Decorating • CPC31220 Certificate III in Wall and Ceiling Lining • CPC31020 Certificate III in Solid Plastering • CPC31420 Certificate III in Construction Waterproofing • CPC31320 Certificate III in Wall and Floor Tiling

Skill Assessment & Gap Training (SAGT) Enrolment Eligibility Evidence

Eligibility evidence (a minimum of three (3) evidence documents must be provided from the list below however students may use one document (1) to meet the criteria for more than one category listed below)

Identity Verification (Mandatory)

Student identity (including DOB)	Acceptable evidence: Current Australian Passport • Australian Birth Certificate • Foreign Passport (with valid visa) • Driver Licence (QLD or other state) • Proof of Age Card

Citizenship / Aust Resident / Visa Status	Evidence to confirm eligibility to work and study in Australia. Acceptable evidence: • Australian Passport or Citizenship Certificate • New Zealand Passport • Australian Permanent Residency documentation • Visa Entitlement Verification Online (VEVO) check (for eligible visa holders)
	Evidence of humanitarian or refugee visa holder: • Copy of visa confirming currency status with right to work in Australia • Copy of formal correspondence from Department of Home Affairs
Queensland residency	• Current Driver's Licence (the address on your licence must match the address on your enrolment form)

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	• Utility bill in the student's name showing the student's current residential address

Skill Assessment & Gap Training (SAGT) Funding Eligibility Requirements

Skill Assessment & Gap Training (SAGT) - eligible participant means:

To be eligible to participate in this program, a student **MUST** be

Criteria One (1)

    a) An Australian or New Zealand Citizen or permanent resident.

or

    b) A participant who has the right to work and study in Australia clearly stated on their Visa documentation and has been employed in the building and construction industry for a period of six (6) months or more

Students also need to provide evidence to support Criteria Two (2)

Criteria Two (2)

And either

    c) An Eligible Worker in Queensland building & Civil construction Industry

or

    d) An unemployed eligible worker (unemployed for a period of not more than six (6) months and previously substantially engaged in building/ civil construction

    e) Able to demonstrate RPL (Recognition of Prior Learning) experience in 70% or more of the competencies required to complete the full qualification

VISA Interpretation

"Students must hold a current and valid visa and comply with all associated visa conditions for the duration of their enrolment."

Important information to consider:

Participants are not eligible if they are:

    a) an apprentice or trainee.

    b) through direct credit, be able to achieve more than 50% of the number of the units required to meet the minimum 70% of the competencies for the recognition process.

    c) an Employee of an authority.

    d) currently enrolled and participating in a Queensland secondary school program.

    e) a contracted trainer or assessor or existing worker of an RTO.

    f) funded by an authority or such other source for delivery of the same training being undertaken as part of this program.

    g) those Participants seeking a Verification of Competency (VOC) services under this agreement.

    h) funded for more than one qualification under this program and the Higher Qualification Program which is 1 x Building or 1 x Civil in the same program period (refer to exceptions) except for CPC31420 Certificate III in Waterproofing

The below table outlines the acceptable criteria for the definition of an eligible worker as dictated by CSQ Funding legislative and regulatory requirements and the evidence that students must provide to the NICS Enrolment & Compliance team.

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Eligible Worker	Evidence

Employed and substantially engaged in the Queensland building and construction Industry
 	
Or
	Employer Letter on company letterhead, dated and signed by the employer which confirms:
	   a) The role of the participant and
	   b) The duties being undertaken by the participant that demonstrate substantial engagement in the industry priorities identified in the supporting resources
	Or

Unemployed for less than 6 months, in a role which would meet the employed and substantially engaged requirements of an Eligible worker	Statutory Declaration providing details of employment which would ordinarily be on an employer letter. **Or** Copy of ABN / CAN registration showing ownership and invoices for recent work in the industry
Or Self Employed and substantially engaged in the Queensland Building and construction industry	**Or** Statutory Declaration providing details of business registration and recent work in the industry

Skill Assessment & Gap Training (SAGT) Fee Structure (RPL Applications)

Unit of Competency	* Student Co contribution	Full cost FFS	*Admin Fees*
CPC30620 Certificate III in Painting and Decorating	$500.00	$2500.00 # additional information included below	$50.00
CPC31220 Certificate III in Wall and Ceiling Lining	$500.00		$50.00
CPC31020 Certificate III in Solid Plastering	$500.00		$50.00
CPC31420 Certificate III in Construction Waterproofing	$500.00		$50.00
CPC31320 Certificate III in Wall and Floor Tiling	$500.00		$50.00

Skill Assessment - Including 3 units of GAP training included, $450.00 per additional units of competency for

*Payment arrangements – Skill Assessment & Gap Training (SAGT) (RPL Applications)

Upon successful enrolment and confirmation of eligibility, students will receive an invoice for the student contribution and Admin fee amount. Invoices are strictly seven (7) days and must be paid prior to the commencement of the recognition process.

For FFS (Fee for Service) Students A nonrefundable deposit of $1500.00 is required to recure their position, and payable prior to commencement of training, with the balance of outstanding fees to be paid in instalments. Failure to pay invoices by the due date may result in the student's enrolment being suspended until all outstanding fees are paid.

Higher Qualifications Building (Higher Level Skills) Information

Higher level skill training provides eligible individuals with access to subsidised training in selected Certificate IV level or above qualifications.
The funding provides opportunity for individuals to attain the necessary higher-level skills required to secure an employment outcome or advance their career in the construction industry.
A participate is only eligible to complete one qualification across this contract term and cannot complete a funded Skills Assessment and Gap Training.

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Higher Qualification Building (Higher Level Skills) Funded Units of Competency

Higher Qualifications Building (Higher Level Skills)	• 11002NAT Certificate IV in Fire Systems Compliance – Passive Stream

Higher Qualification Building (Higher Level Skills) Enrolment Eligibility Evidence

Eligibility evidence (a minimum of three (3) evidence documents must be provided from the list below however students may use one document (1) to meet the criteria for more than one category listed below)

Identity Verification (Mandatory)

Student identity (including DOB)	Acceptable evidence: Current Australian Passport
	• Australian Birth Certificate
	• Foreign Passport (with valid visa)
	• Driver Licence (QLD or other state)
	• Proof of Age Card

Citizenship / Aust Resident / Visa Status	Evidence to confirm eligibility to work and study in Australia. Acceptable evidence: • Australian Passport or Citizenship Certificate • New Zealand Passport • Australian Permanent Residency documentation • Visa Entitlement Verification Online (VEVO) check (for eligible visa holders) Evidence of humanitarian or refugee visa holder: • Copy of visa confirming currency status with right to work in Australia • Copy of formal correspondence from Department of Home Affairs
Queensland residency	• Current Driver's Licence (the address on your licence must match the address on your enrolment form) • Utility bill in the student's name showing the student's current residential address

Higher Qualification Building (Higher Level Skills) Funding Eligibility Requirements

Higher Qualification Building (Higher Level Skills) **-** eligible participant means:
To be eligible to participate in this program, a student **MUST** be

Criteria One (1)
a) An Australian or New Zealand Citizen or permanent resident.

or

b) A participant who has the right to work and study in Australia clearly stated on their Visa documentation and has been employed in the building and construction industry for a period of six (6) months or more

Students also need to provide evidence to support Criteria Two (2)

Criteria Two (2)
And either
a) An Eligible Worker in Queensland building & Civil construction Industry

or

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> b) An unemployed eligible worker (unemployed for a period of not more than six (6) months and previously substantially engaged in building/ civil construction
>
> c) Able to demonstrate RPL (Recognition of Prior Learning) experience in 70% or more of the competencies required to complete the full qualification

VISA Interpretation

"Students must hold a current and valid visa and comply with all associated visa conditions for the duration of their enrolment."

Important information to consider:

Participants are not eligible if they are:

a) an apprentice or trainee.

b) undertaking the training as part of an apprenticeship or traineeship.

c) an employee of an authority (refer to exceptions).

d) currently enrolled and participating in a Queensland secondary school program.

e) a contracted trainer or assessor or existing worker of an RTO.

f) funded by an authority or such other source for delivery of the same training being undertaken as part of this program.

g) funded for more than one Qualification 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.

h) a participant seeking a Verification of Competency (VOC).

Exceptions:

- a participant whose employer is part of the building and construction industry, undertaking relevant clerical, administration and professional roles.
- a participant whose employer is a local council, who is undertaking roles which would ordinarily be considered an Eligible Worker.

The below table outlines the acceptable criteria for the definition of an eligible worker as dictated by CSQ Funding legislative and regulatory requirements and the evidence that students must provide to the NICS Enrolment & Compliance team.

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Eligible Worker	Evidence

Employed and substantially engaged in the Queensland building and construction Industry
 	
Or
	Employer Letter on company letterhead, dated and signed by the employer which confirms:
	
	    a) The role of the participant and
	    b) The duties being undertaken by the participant that demonstrate substantial engagement in the industry priorities identified in the supporting resources
	
	Or

Unemployed for less than 6 months, in a role which would meet the employed and substantially engaged requirements of an Eligible worker	Statutory Declaration providing details of employment which would ordinarily be on an employer letter. **Or** Copy of ABN / CAN registration showing ownership and invoices for recent work in the industry
Or Self Employed and substantially engaged in the Queensland Building and construction industry	**Or** Statutory Declaration providing details of business registration and recent work in the industry

Higher Qualification Building (Higher Level Skills) Fee Structure

Qualification	* Student Co contribution	Full cost FFS	*Admin Fees*
11002NAT Certificate IV in Fire Systems Compliance – Passive Stream Max claim of 11 units of competency	$163.63 Per unit of competency	$3500.00	Nil

*Payment arrangements – Higher Qualification Building (Higher Level Skills)

Upon successful enrolment and confirmation of eligibility, students will receive an invoice for the student contribution amount. Invoices are strictly seven (7) days and must be paid prior to the commencement of the recognition process.

A deposit amount of $1500 must be paid in full at the time of enrolment or before training commences. This amount is non-refundable and will secure the student's place in the course.

Once students have successfully achieved a successful outcome of 50% of their course study an additional process payment will be provided, and students will be required to pay the $1500.00 within seven (7) days of recipe of invoice.

Higher Qualification Building (Higher Level Skills) - Additional Resource Fees & Other Charges

NICS requires all course fees to be paid by the student either in full or their contribution fee (depending on funding eligibility) prior to commencement of their training. Or payments are to be received in instalments in the case of higher-level skills programs when negotiated with NICS CEO / GM. The equivalent CSQ contribution will be refunded to participants upon successful completion.

For further information, refer to payment arrangements on the following pages. Refer to the tables below for more detailed information on the total amount of fees including student and CSQ contribution fees.

Please note:

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11002NAT Certificate IV in Fire Systems Compliance requires the purchase of various Australian standards including:

Standard	Status
AS 1851-2012 – Routine service of fire protection systems and equipment	**Status: Originally published 2012, with Amendment 1 issued in 2016, and currently listed as AS 1851-2012 Amd 1:2016 [Current].**
S 4072.1-2005 – Components for protection of openings... Part 1: Service penetrations and control joints	Status: *Current edition is AS 4072.1-2005*, available with amendment control sheet; marked as [Current] on Standards Australia.
AS 1905.1-2015 – Components for protection of openings... Part 1: Fire-resistant doorsets	The current edition is AS 1905.1-2015 (2nd edition) incorporating Amendment No. 1 (July 2016).
AS 1905.2-2005 – Components for protection of openings... Part 2: Fire-resistant roller shutters Implication: The AS 1905.2-2005 document is still valid. Use it as-is for training and compliance	Status: The 2005 edition was reconfirmed in 2016, meaning it remains the current valid standard.

Students are responsible for the purchase of these resources. Prices may vary depending on suppliers, condition of standards etc. However, expect to pay in the vicinity of the following:

Standard	Format	AUD (est.)
AS 4072.1-2005	PDF	$76.00
AS 1851-2012 Amd 1:16	PDF	$164.00
AS 1905.1-2015	PDF only	$140.00
	Printed + PDF	$ 216.00
AS 1905.2-2005	PDF	$ 54.00

**Refunds

Higher Qualifications Building (Higher Level Skills) Fee structure attracts a refund equal to or proportionate to the contribution paid by CSQ. To be eligible for this refund, students must ensure all course invoices are paid in accordance with the payment arrangements detailed above.

Skill Sets Program (Waterproofing) Information

Waterproofing Skill Set Program provides eligible individuals with access to subsidised training in selected construction waterproofing skill sets, aligned to industry and regulatory requirements.

This funding supports individuals to develop targeted, job-ready waterproofing skills required to perform specific tasks, meet compliance obligations, or enhance existing trade capabilities within the construction industry.

Participants may access one funded skill set under this program during the contract term. Eligibility for additional funded training, including Skills Assessment and Gap Training, is subject to CSQ program rules and funding availability.

Skill Sets Program (Waterproofing) Enrolment Eligibility Evidence

Eligibility evidence (a minimum of three (3) evidence documents must be provided from the list below however students may use one document (1) to meet the criteria for more than one category listed below)

Identity Verification (Mandatory)

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Student identity (including DOB)	Acceptable evidence:
	Current Australian Passport
	• Australian Birth Certificate
	• Foreign Passport (with valid visa)
	• Driver Licence (QLD or other state)
	• Proof of Age Card

Citizenship / Aust Resident / Visa Status	Evidence to confirm eligibility to work and study in Australia.
	Acceptable evidence:
	• Australian Passport or Citizenship Certificate
	• New Zealand Passport
	• Australian Permanent Residency documentation
	• Visa Entitlement Verification Online (VEVO) check (for eligible visa holders)
	Evidence of humanitarian or refugee visa holder:
	• Copy of visa confirming currency status with right to work in Australia
	• Copy of formal correspondence from Department of Home Affairs
Queensland residency	• Current Driver's Licence (the address on your licence must match the address on your enrolment form)
	• Utility bill in the student's name showing the student's current residential address

Skill Sets Program (Waterproofing) Funding Eligibility Requirements

Higher Qualification Building (Higher Level Skills) **-** eligible participant means:

To be eligible to participate in this program, a student **MUST** be

Criteria One (1)
  a) An Australian or New Zealand Citizen or permanent resident. **or**
  b) A participant who has the right to work and study in Australia clearly stated on their Visa documentation and has been employed in the building and construction industry for a period of six (6) months or more

Students also need to provide evidence to support Criteria Two (2)

Criteria Two (2)
And either
  c) An Eligible Worker in Queensland building & Civil construction Industry (refer to exceptions) **or is**
  d) An unemployed eligible worker (unemployed for a period of not more than six (6) months and previously substantially engaged in building/ civil construction

VISA Interpretation

"Students must hold a current and valid visa and comply with all associated visa conditions for the duration of their enrolment."

Important information to consider:

Participants are not eligible if they are:
  e) an apprentice or trainee.
  f) undertaking the training as part of an apprenticeship or traineeship.
  g) an employee of an authority (refer to Non – Eligible participants 2025 / 2026 Information fact sheet)

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h) currently enrolled and participating in a Queensland secondary school program.

i) a contracted trainer or assessor or existing worker of an RTO.

j) funded by an authority or such other source for delivery of the same training being undertaken as part of this program.

k) enrolled in more than (1) one qualification of skill set at a time under the Program and the skills assessment and Gap training Program.

l) Previously enrolled into the same or equivalent skill set in an earlier program term

m) a participant seeking a Verification of Competency (VOC).

Exceptions:

- a participant whose employer is part of the building and construction industry, undertaking relevant clerical, administration and professional roles.

Funding is not available for any units of competency or skill set:

a) previously participated in or completed by a participant

(Meaning that if a student has been previously enrolled in that unit of competency previously with any RTO regardless of the student having cancelled, withdrawn or completed the unit of competency)

b) Funded by an Authority or such other source

(Student should refer to Examples pf Government Authorities/ Government Owned Corporations 2025 / 2026 Information fact sheet)

c) Where the participant is already enrolled in another qualification during the program delivery period under either building specific or civil specific

d) For participants undertaking the skill set as part of an apprenticeship or traineeship

e) For participants enrolled in a skill assessment and Gap Training Qualification in the same program delivery period

f) For participants completes more than 50% of the skill set through RPL and/or credit transfer

(meaning that if a student is enrolled in the qualification CPC31220 Certificate III in Wall and Ceiling Lining and they are wishing to complete some units as RPL or CT based on their previous experience and study then they would only be able to RPL / CT up to a total of 50% of the course otherwise a student wishing to RPL/CT more than the 50% of the course would no longer be eligible for the funding and would need to proceed with the course as a Fee for service student instead of a funding approved student)

The below table outlines the acceptable criteria for the definition of an eligible worker as dictated by CSQ Funding legislative and regulatory requirements and the evidence that students must provide to the NICS Enrolment & Compliance team

Eligible Worker	Evidence
Employed and substantially engaged in the Queensland building and construction Industry **Or**	Employer Letter on company letterhead, dated and signed by the employer which confirms: a) The role of the participant and b) The duties being undertaken by the participant that demonstrate substantial engagement in the industry priorities identified in the supporting resources **Or**
Unemployed for less than 6 months, in a role which would meet the employed and substantially engaged requirements of an Eligible worker	Statutory Declaration providing details of employment which would ordinarily be on an employer letter. **Or**

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	Copy of ABN / CAN registration showing ownership and invoices for recent work in the industry
Or Self Employed and substantially engaged in the Queensland Building and construction industry	**Or** Statutory Declaration providing details of business registration and recent work in the industry

Skill Sets Program (Waterproofing) Funded Units of Competency

Skill Sets Program (Waterproofing)	- CPCCCA3012*Frame and fit wet area fixtures - CPCCWP2001 Handle waterproofing materials and components - CPCCWP2002* Use waterproofing tools and equipment - CPCCWP2004* Prepare surfaces for waterproofing application - CPCCWP3001*Apply waterproofing process to below-ground level wet areas - CPCCWP3002*Apply waterproofing process to internal wet areas - CPCCWP3003*Apply waterproofing process to above-ground external wet areas - CPCCWP3004*Apply waterproofing remedial processes - CPCCWP3005*Assess construction waterproofing process

Skill Sets Program (Waterproofing) Fee Structure

Unit of competency	Student Co contribution	*Full cost FFS	*Admin Fee*
CPCCCA3012*Frame and fit wet area fixtures	$250.00 Co contribution Fee Is for Whole course QLDLSCSQ03	$3600.00 This is the Whole Course Fee for QLDLSCSQ03	$50.00 This is the Admin Fee for the whole course QLDLSCSQ03
CPCCWP2001 Handle waterproofing materials and components			
CPCCWP2002* Use waterproofing tools and equipment			
CPCCWP2004* Prepare surfaces for waterproofing application			
CPCCWP3001*Apply waterproofing process to below-ground level wet areas			
CPCCWP3002*Apply waterproofing process to internal wet areas			
CPCCWP3003*Apply waterproofing process to above-ground external wet areas			
CPCCWP3004*Apply waterproofing remedial processes			
CPCCWP3005*Assess construction waterproofing process			

*Payment arrangements - Skill Sets Program (Waterproofing)

Upon successful enrolment and confirmation of eligibility, students will receive an invoice for the student contribution and admin fee amount. Invoices are strictly seven (7) days and must be paid prior to the commencement of the recognition process.

For FFS students a deposit amount of $1500 must be paid in full at the time of enrolment or before training commences. This amount is non-refundable and will secure the student's place in the course.

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Once students have successfully achieved a successful outcome of 50% of their course study an additional process payment will be provided, and students will be required to pay the $1500.00 within seven (7) days of recipe of invoice.

Final invoice will be issued prior to completion for the remaining fees which will be a $600.00 Invoice in the form of a completion payment.

Invoices are strictly seven (7) days and must be paid prior to completion of training.

Short Course (Trade Ready) Information

This short course Trade Ready program provides QLD Secondary school attendees the opportunity to access substituted funding while attending High School to gain nationally accredited units of competency (SOA) to assist them in commencing their construction industry career.

Constructions Skills Queensland (CSQ) Trade Ready program provides substituted training (pays your course fees). This program allows the student to enrol in up to eight (8) units of competency only if the "Construction White Card" is required for selected participants. The RTO individual contracts advise RTO's how many units of competency they have specifically been approved for and the period of time in which the individual RTO contract is approved for.

NICS has received our initial approval of three (3) units of competency commencing in early 2026.

Under the Short Course (Trade Ready) program a maximum of up to Two thousand dollars ($2,000.00) is allocated per student, once all applications, approvals and a position in the program have been offered, approved and finalised then students will receive official offers.

This program does require NICS students to have a 100% completion rate. As a result, students wishing to undertake this program will be subject to a comprehensive pre selection (interview) screening process to ensure that the student and their nominated QLD Secondary school meet the various short course (Trade Ready) selection criteria set out by the Constructions Skills Queensland (CSQ).

Assessments will include but not limited to ensuring that the students nominated QLD Secondary School (High School) meets all legislative and regulative requirements set out by the QLD Government.

Students may be required to provide additional supporting documents from their QLD Secondary school upon request.

Short course (Trade Ready) Funded Units of competency

Short Course Trade Ready Program	• CPCCCM2012 Work Safely at Heights • CPCCWHS2001 Apply WHS requirements, policies and procedures in the construction industry • CPCWHS1001 Prepare to work safely in the construction industry

Short course (Trade Ready) Enrolment Eligibility Evidence

Eligibility evidence (a minimum of three (3) evidence documents must be provided from the list below however students may use one document (1) to meet the criteria for more than one category listed below)

Identity Verification (Mandatory)

Student identity (including DOB)	Acceptable evidence: Current Australian Passport • Australian Birth Certificate • Foreign Passport (with valid visa) • Driver Licence (QLD or other state) • Proof of Age Card

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Citizenship / Aust Resident / Visa Status	Evidence to confirm eligibility to work and study in Australia. Acceptable evidence: • Australian Passport or Citizenship Certificate • New Zealand Passport • Australian Permanent Residency documentation • Visa Entitlement Verification Online (VEVO) check (for eligible visa holders) Evidence of humanitarian or refugee visa holder: • Copy of visa confirming currency status with right to work in Australia • Copy of formal correspondence from Department of Home Affairs
Queensland residency	• Current Driver's Licence (the address on your licence must match the address on your enrolment form) • Utility bill in the student's name showing the student's current residential address

VISA Interpretation

"Students must hold a current and valid visa and comply with all associated visa conditions for the duration of their enrolment."

Short Course (Trade Ready) Funding Eligibility Requirements

Short Course Trade Ready - eligible participant means:

To be eligible to participate in this program, a student **MUST** meet all criteria outlined below:

a) An Australian or New Zealand Citizen or permanent resident.
b) A participant who has the right to work and study in Australia and
c) A participant on a valid Visa presented by construction skills QLD
d) A permanent resident of QLD and
e) Remain enrolled in a QLD Secondary school including if entering the program during Year 12, Term 3

Important information to consider:

Participants are not eligible if they are:

f) an Employee of an Authority; (refer to Non – Eligible participants 2025 / 2026 Information fact sheet)
g) apprentice or trainee
h) permanently employed in the Building and Construction Industry
i) currently enrolled in or have previously completed a Construction Skills Queensland Trade Ready Program
j) a contracted trainer or assessor or existing worker of an RTO
k) funded by an authority or such other source for delivery of the same training being undertaken as part of this program.

Short Course (Trade Ready) Fee Structure

Units of Competency	* Student Co contribution	Full cost CSQ Funded	*Admin Fees*
CPCCCM2012 Work Safely at Heights	$0.00	$280.00	$0.00
CPCCWHS2001 Apply WHS requirements, policies and procedures in the construction industry	$0.00	$280.00	$0.00
CPCWHS1001 Prepare to work safely in the construction industry	$0.00	$280.00	$0.00

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*Payment arrangements- Short Course (Trade Ready)

Upon successful confirmation of eligibility and enrolment finalisation, the NICS Finance team will invoice the CSQ Funding authority directly. The full course fee (full cost FFS*) will paid in full upon completion of each unit of competency as progression payments.

Students are not required to make any contribution fee for this course.

Participation in Training

Training is only successful with the full engagement of students s and the trainer. If you are not engaged in your training, you risk falling behind or not completing.

NICS ensures that its training is accessible and engaging for all participants and, where necessary, provides additional support to address specific needs.

Failure to successfully complete your training program, including being issued your qualification or Statement of Attainment will result in any potential refund of fees being revoked.

Issuance of certification

Refer to NICS_08_002 Student Handbook_ General V22

Additional Supporting CSQ Information

2025/2026 CSQ Non – Eligible Participants (Examples of Government Authorities)

Below is a direct extract form the 2025/2026 CSQ Non – Eligible Participants (Examples of Government Authorities) which includes a comprehensive list of Government Authorities / Government Owned corporations.

Employment with one of the below corporations will likely make a potential student ineligible, students are encouraged to contact the NICS enrolment team on admin@nics.com.au prior to finalising enrolled evidence and paperwork.

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The list below provides examples of Government Authorities and Government-Owned Corporations considered Authorities for employment classification. Participants employed by an Authority are not eligible for the CSQ subsidy, unless exempted. Where exemptions apply, Suppliers must refer to their individual contracts for clarification.

Types	Examples
State or Territory Government Departments (including but not limited to)	• Energy and Public Works – QBuild • Transport and Main Roads – RoadTek
State Government-owned Corporations and Statutory Authorities (including but not limited to)	• CS Energy Ltd • CleanCo Queensland • Energy Queensland – Ergon; Energex, Yurika • Essential Energy • Far North Queensland Ports Corporation Ltd (Ports North) • Gladstone Area Water Board • Gladstone Ports Corporation Ltd • Jobs Queensland • Mt Isa Water Board • North Queensland Bulk Ports Corporation Ltd • Port of Townsville Ltd • Powerlink Queensland • QIC Ltd • Queensland Rail • Stanwell Corporation Ltd • Sunwater Ltd • SEQ Water • Unity Water • Urban Utilities
Commonwealth Government Departments & Agencies / Companies and Entities (including but not limited to)	• Australian Army • Australian Navy • Australian Naval Infrastructure Pty Ltd • Australia Post • Australian Universities • Australian Rail Track Corporation Ltd • Defence Housing Australia • High Speed Rail Authority • Mt Isa Mines • NBN Co Ltd • Royal Australian Air Force

2526.NonElig.GovtAuth.Final.V1   This information is subject to change.

CSQ | STRONGER FUTURE IN CONSTRUCTION

2025/2026 CSQ Non – Eligible Participants (Examples of other industries)

Below is a direct extract form the 2025/2026 CSQ Non – Eligible Participants (Examples of other industries) which includes a comprehensive list of Industries that CSQ considers outside of the Building & Construction Industry.

The following industries fall outside the Building and Construction Industry. Participants employed in these industries are not eligible.

Industry	Role/s
Automotive	• Vehicle repairs and maintenance (incl. mobile plant machinery).
Arts, Culture, Entertainment & Design	• Theatre productions including stage and set services. • Live production services. • Film and television production including studio, stage and set services.
Amenity Horticulture & Landscaping	• Arboriculture. • Gardening services. • Turf and sports turf management. • Retail nursery and nursery production.
Amusement Leisure & Recreation	• Aquatic attractions. • Events and festivals. • Go-karting, indoor play & family entertainment centres. • Theme parks and outdoor attractions. • Manufacturers and professional services supplying the industry. • Transportable rides and attractions. • Engineers related to the industry.
Maritime	• Marine industry general purpose hands. • Coxswains, marine engine drivers, engineers, surveyors, crane operators, machine operators. • Deck officers, ships' masters, cooks, integrated ratings. • Marina operations.
Metal, Engineering & Boating	• Primary Metal and Metal Product Manufacturing. • Fabricated Metal Product Manufacturing. • Machinery and Equipment Manufacturing. • Repair and Maintenance. • Other Transport Equipment Manufacturing (Incl. Shipbuilding and Boatbuilding).

CSQ | STRONGER FUTURE IN CONSTRUCTION

2526.NonElig.OtherIndustry.Final.V1   This information is subject to change.

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The following industries fall outside the Building and Construction Industry. Participants employed in these industries are not eligible.

Industry	Role/s
Mining & Drilling	• Resource mining – Coal, minerals. • Drilling and Extractive Industries – oil, gas, quarrying.
Property Developers & Consultants	• Project management.
Property Services	• Cleaning. • Pest control maintenance. • Repairs and maintenance. • Waste management.
Retail & Wholesale Trade	• Sale of goods to the general public and business. • Hire of goods including plant and equipment.
Tourism, Travel & Hospitality	• Accommodation Services. • Cookery, Food and Beverage. • Hospitality. • Events and Exhibitions. • Tourism and Travel.
Transport and Logistics/Supply Chain	• Manufacturing of goods. • Inventory, storage and distribution services. • Transport and delivery of goods/people/livestock via aviation, road, rail and stevedoring operations. • Space transport. • Planning and sourcing of materials and labour.

2526.NonElig.OtherIndustry.Final.V1   This information is subject to change.

2025/2026 CSQ Prescribed List of VISAs

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Below is a direct extract form the 2025/2026 CSQ Prescribed List of VISAs which includes a comprehensive list of Visa types that CSQ considers meeting the funding requirements.

REFUGEE & HUMANITARIAN VISAS

- Pacific Engagement – Subclass 192
- Global special humanitarian– Subclass 202
- Protection Visa – Subclass 866
- Refugee category– Subclass 200
- Refugee category– Subclass 201
- Refugee category– Subclass 203
- Refugee category– Subclass 204
- Humanitarian Stay – Subclass 449
- Temporary protection– Subclass 785
- Temporary Humanitarian Concern – Subclass 786
- Safe haven enterprise– Subclass 790
- Resolution of Status visa–Subclass 851

OTHER VISAS

- Former resident– Subclass 151
- Resident return visa–Subclass 155 and 157
- Special category visa –Subclass 444
- Confirmatory residence–subclass 808

WORKING & SKILLED VISAS

- Business innovation and investment (Permanent)- Subclass 888
- Business innovation and investment (Provisional)- Subclass 188
- Business owner– Subclass 890
- Global Talent Visa - Subclass 858
- Employer nomination scheme– Subclass 186
- Investor– Subclass 891
- Permanent Residence (Skilled Regional) visa (subclass 191)
- Regional sponsor migration scheme– Subclass 187
- Skilled Employer Sponsored Regional (provisional) visa (subclass 494)_Employer Sponsored stream
- Skilled Employer Sponsored Regional (provisional) visa (subclass 494)_Labour Agreement stream
- Skilled independent– Subclass 189
- Skilled nominated– Subclass 190
- Skilled regional provisional– Subclass 489
- Skilled regional– Subclass 887
- Skilled Work Regional (Provisional) visa Main applicant (subclass 491)
- State or territory sponsored business owner- Subclass 892
- State or territory sponsored investor– Subclass 893

FAMILY & PARTNER VISAS

- Adoption–Subclass 102
- Aged dependent relative–Subclass 114
- Aged dependent relative–Subclass 838
- Aged parent–Subclass 804
- Carer–Subclass 836
- Carer–Subclass 116
- Child–Subclass 101
- Child–Subclass 802
- Contributory aged parent (temporary)- Subclass 884
- Contributory aged parent–Subclass 864
- Contributory parent–Subclass 143
- New Zealand citizen family relationship (temporary)–Subclass 461
- Orphan relative–Subclass 117
- Orphan relative–Subclass 837
- Parent–Subclass 103
- Partner (Migrant)–Subclass 100
- Partner (permanent)–Subclass 801
- Prospective marriage–Subclass 300
- Remaining relative –Subclass 115
- Remaining relative –Subclass 835

2526.CSQPrescribedVisas.Final.V1

CSQ | STRONGER FUTURES IN CONSTRUCTION

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Document Version Control

Department / Organisation Title	National Institute of Construction Skills
Document Name	NICS_08_003 Student Handbook_CSQ Funding V9
Version No.	Nine (9)
Effective Date	14/01/2026

Relevant Qualification (If applicable)
All Qualifications on scope of Registration

Authorship and Approval

Name	Position	Role	Action Date
Lauree Skene	RTO Compliance Coordinator	Co Author	14/01/2026
Todd Aitken	General Manager	Co Author	14/01/2026
Paige Reynolds	Admin Coordinator	Reviewer	14/01/2026

Version History

Version No.	Action Date / Person	Summary of Revisions
Nine (9)	14/01/2026 L. Skene T. Aitken P. Reynolds	• Review of approved 2026 "Trade Ready Program Contract" and inclusion of information for students wishing to access the program and funding in 2026. • Implementation of recommendation of a new section as a quick reference guide for students "What you need to do" section. • Inclusion of CSQ various course flyers information and inclusion of CSQ supporting documentation on NICS website.
Eight (8)	07/01/2026 L. Skene T. Aitken P. Reynolds	• Review of all CSQ Contracts for 2025/2026 period to ensure all information is accurate and clear. • Review of standards and amendments made relevant to the course - 1905.1-2005 standards has been superseded and new standard has been replaced. • Review and amendments to estimated standard costings. • Removal of imbedded change of details form, standalone form has been reviewed, created, and published in the NICS online (Student Online Portal)
Seven (7)	06/10/2025 L. Skene	• Revision of document using compliance recommended template etc. • Implemented relevant 2025 RTO standards and referencing. • Included hyperlinks to AQF, ASQA and TGA website as applicable. • Implemented reviewed document naming convention and amendments to document format.
Six (6)	30/09/2024 T. Aitken	• Review of TAS and implementation of changes recommended by Trainers & Assessors

Distribution List

Position	Name	Notes / Area
President	Chris Munday	All relevant Trainers & Assessors and Industry consultation / professionals
General Manager (GM)	Todd Aitken	
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