

Adult, Community and Further Education (ACFE)

Subsidised Pre-accredited Training @ CERES in 2025

Purpose of Government (ACFE) Subsidised Pre-accredited Training

Primary Purpose

The primary purpose of pre-accredited training is to provide opportunities for adult learners in Victoria to gain the educational capacity and core skills they need for study, work and life. Core skills are defined in the Ministerial Statement on the Future of Adult Community Education in Victoria 2020-25 as language, literacy, numeracy, employability and digital skills (LLNED).

Pre-accredited training addresses the needs of a broad range of Victorians above compulsory school age who are seeking to enhance their educational capacity and core skills.

Pre-accredited modules (courses)

Pre-accredited courses are short modules that focus on creating pathways for learners to further education and training and to employment.

They are designed to be:

- Flexible
- Meet learners' needs and support their return to study
- Improve their English language, literacy, numeracy, employability and digital skills
- Improve qualification pathways, and broaden employment options.

Eligibility

To apply for an ACFE subsidised training place you must be one of the following:

- An Australian or New Zealand citizen, or
- A holder of an Australian permanent visa, or
- An Asylum seeker holding a valid visa that confers eligibility for Skills First training under the Asylum Seeker VET program

All applicants must also be:

- 17 years of age and over and not enrolled at school, or
- under 17 and not enrolled at school with exemption

A person **cannot be enrolled** in an ACFE Board funded pre-accredited program if they are:

- A prisoner held at a prison, within the meaning of the Corrections Act 1986
- Detained under the Mental Health Act 1986; or the *Crimes (Mental Impairment and Unfitness to be Tried) Act 1997* or the *Sentencing Act 1991* at the Thomas Embling Hospital.
- Detained (other than on weekend detention) under the *Children, Youth and Families Act 2005* or the *Sentencing Act 1991* or who is held on remand in the Malmsbury Juvenile Justice Centre or Parkville Youth Residential Centre.

- Non-citizenship/non-permanent residents and asylum seekers not listed above.
- Learn Local provider paid staff.

Evidence of citizenship and age must be provided in the form of:

- A hard copy original
- A certified photocopy (not in electronic form) of the hard copy original
- Confirmation from a Gateway Service Provider that it has connected to the Commonwealth Government's Document Verification Service (the DVS) and verified that an individual's name, date of birth and document number match a current and valid record in the DVS.
- A digital green Medicare card displayed on a Digital Wallet through Express Plus Medicare mobile application on the cardholder's mobile device. The digital card may not be sighted via a screen shot of the card that is emailed or otherwise reproduced.

If you are:	You can provide any one of the following as evidence:
An Australian citizen	<ul style="list-style-type: none"> • Australian birth certificate (including birth extract) • Current Australian passport • Australian citizenship certificate • Current green Medicare card • Australian certificate of registration by descent
A New Zealand citizen:	<ul style="list-style-type: none"> • Current NZ Passport • NZ birth certificate • NZ citizenship certificate • Current green Medicare card
A permanent resident:	<ul style="list-style-type: none"> • Current green Medicare card • Formal confirmation of permanent residence granted by the Department of Home Affairs AND the student's foreign passport or Immicard
An asylum seeker	<ul style="list-style-type: none"> • A 'Referral to Government Subsidised Training – Asylum Seekers' form from the Asylum Seeker Resource Centre or the Australian Red Cross • Confirmation through the Visa Entitlement Verification Online (VEVO) system that the student has a valid visa type accepted for participation.
Over 17 but your citizenship document does not include a date of birth:	<ul style="list-style-type: none"> • Current drivers' licence • Keypass card • Current learners' permit • Proof of age card
Under 17 and have completed year 10 with an 'Exemption From School' <i>NB Evidence of this must be sighted and retained by CERES.</i>	<ul style="list-style-type: none"> • Signed and completed endorsement page from the 'Exemption From School Application Form' ensuring it identifies CERES as the training provider and it details the training to be undertaken. • Correspondence or a certificate signed by the school Principal or a Department of Education Regional Director ensuring it identifies CERES as the training provider and details the training to be undertaken.

<p>Under 17 and have not completed year 10 with an 'Exemption From School'</p> <p><i>NB Evidence of this must be sighted and retained by CERES.</i></p>	<ul style="list-style-type: none"> • Correspondence or a certificate signed by the Department of Education Regional Director ensuring it identifies CERES as the training provider and details the training to be undertaken.
<p>Under 17 and not currently, or never have been, enrolled in a Victorian School</p> <p><i>NB Evidence of this must be sighted and retained by CERES.</i></p>	<ul style="list-style-type: none"> • Correspondence or a certificate signed by the Department of Education Regional Director ensuring it identifies CERES as the training provider and details the training to be undertaken.

Which courses are available?

CERES currently offers ACFE subsidised places to eligible students undertaking the following courses:

- Complete Urban Farmer (25EMPCUF)
- Urban Farmer Basics (25EMPUFB)
- Become a Sustainability Change Maker (25EMPSC)
- Introduction to Working in Therapeutic Horticulture (25EMPIWTH)
- Intro to Landscape Restoration & Ecosystem Management (25EMPILREM)

How to apply

To determine your initial eligibility for an ACFE subsidised place you will need to contact our Adult Learning Coordinator, Christine Pendleton on (03) 9389 0104 or via email at adultlearning@ceres.org.au

Fees

Tuition fees are calculated at \$1.08 per hour with a maximum of \$50* per calendar year for those holding the following current eligible concession cards:

- Health Care Card issued by the Commonwealth
- Pensioner Concession Card
- Veteran's Gold Card

The following are also entitled to concession fees without holding a concession card:

- A dependent spouse or dependent child of a verified primary card holder
- Learners referred to training by the Asylum Seeker Resource Centre or the Australian Red Cross and/or is deemed eligible to engage in training via confirmation that the student holds a valid Visa type.

All **indigenous students** are exempt from paying tuition fees for ACFE-funded pre-accredited programs.

Admin/Amenities and Materials may also be charged in addition to Tuition fees.

Below are the fees for ACFE subsidised course places in 2025.

Module Details	Government Contribution	Student Contribution			
		Tuition \$	Admin/ Amenities \$	Materials \$	Total Fee \$
Intro to Landscape Restoration and Ecosystem Management Code: 25EMPILREM	\$9.35 x 40 hrs	Profile 43	15	17	75
		Conc 43*			75
Introduction to Working in Therapeutic Horticulture Code: 25EMPIWTH	\$9.35 x 40 hrs	Profile 43	15	15	73
		Conc 43*			73
Urban Farmer Basics Code: 25EMPUFB	\$9.35 x 32 hrs	Profile 30	15	25	70
		Conc 30*			70
Become a Sustainability Change Maker Code: 25EMPSC	\$9.35 x 48 hrs	Profile 48	15	35	98
		Conc 48*			98
Complete Urban Farmer Code: 25EMPCUF	\$9.35 x 72hrs	Profile 77	22	45	144
		Conc 50*			117