



# Women in STEM Cadetships and Advanced Apprenticeships

## Round 1 Factsheet

### Summary

The objective of the [Women in STEM Cadetships and Advanced Apprenticeships program](#) is to provide grants to higher education providers and employers, to improve the participation of women in STEM Fields of Education.

The program supports cadetship and advanced apprenticeship models of course delivery that are designed to:

- increase the number of women with STEM qualifications in the labour force.
- help women to upskill in STEM or gain job relevant skills to help build a STEM career; and
- produce graduates with practical workplace skills in STEM sectors vital to Australia's future productivity.

Eligible higher education providers (providers) were allocated [employer reserved places](#) (ERPs) based on the results of an application process conducted by the Department of Education (the department). Each ERP is equivalent to a 0.5 equivalent full-time study load (EFTSL) . Grant amounts are paid twice per year to a provider and/or employer and will only be made in relation to students enrolled in an ERP, as opposed to a Commonwealth Supported Place (CSP).

### Providers

#### Deed of Agreement

It is a condition of eligibility that providers, when requested:

- enter into a Deed of Agreement (DoA) with the Commonwealth
- enter into a restricted access arrangement with employer partners in relation to the allocated ERP
- ensure students study at an average of 0.5 EFTSL per year. Please see the program's [Frequently Asked Questions \(FAQs\) page](#) for more information.

## Restricted access arrangement

The term “restricted access arrangement”, as defined in Schedule 1 of the [Higher Education Support Act \(HESA\) 2003](#), is an arrangement between the provider and employer which limits or restricts enrolments in some or all places in the course. There is no legal requirement for how this agreement is achieved. This is a matter for the provider and employer. However, if requested by the department, a provider must be able to produce details about the limitation or restriction on enrolment.

## Reporting

Providers in receipt of a grant under the program are required to report on progress and performance twice per year in the format requested by the department. Progress Report templates will be provided by the department one month before the due dates outlined in Table 2, Schedule 2 of the provider DoA.

## Grant funding breakdown

Providers will receive the core grant component equivalent to the Commonwealth Grant Scheme funding they would receive to deliver the same course, if the employees enrolled in a Commonwealth Supported Place (CSP). These amounts are detailed in the DoA.

- For a Diploma, the provider will receive the total grant amount in four payments (paid per reporting period) over the two years of part-time study (0.5 EFTSL)
- For an Associate Degree, the provider will receive the total grant amount in eight payments (paid per reporting period) over the four years of part-time study (0.5 EFTSL)

## FEE-HELP loan fee offset

If an employee (student) takes out a FEE-HELP loan (see section on Employee/Students), an additional [loan fee offset payment](#) will be paid to the provider by the Commonwealth as an up-front payment made on behalf of the student towards their relevant unit of study. This is to ensure that the total of a student’s FEE-HELP loan, after the automatic loan fee is applied, will be no more than if the student was enrolled in a CSP or if the student paid their fees upfront.

The payment of the loan fee offset amount will be applied to provider’s grant payment and will be determined through the progress reports.

## Employers

It is a condition of eligibility that employers:

- where requested, agree to enter into a deed of agreement with the Commonwealth (body corporate entities only); and
- enter into a restricted access arrangement in relation to their employees’ ERP.

Employers do not need to be in a STEM-related industry to participate but must agree with the provider to support students under the program for the purposes set out in subsection 52(3) of the [Higher Education Support \(Other Grants\) Guidelines 2022](#) (such as releasing the student from work),



that allow the employee to study at an average of 0.5 EFTSL per year over the duration of the course of study. Please see the program's [Frequently Asked Questions \(FAQs\) page](#) for more information.

## Grant Funding Breakdown

The maximum grant amount an eligible employer can receive for the program is \$5,000 per year, per employee enrolled in a course.

Under Round 1, the grant will be paid twice per year to employers (body corporate entities only) or through providers (non-body corporate employers), following the acceptance of the progress reports by the department. It is calculated as  $(\$5000/2) \times$  number of students for each half-year reporting period.

To be eligible for grant payments, employees/students must study at an average of 0.5 EFTSL per year. The grant must only be used to support the provision of courses of study for students under the program and for purposes set out in [subsection 52\(3\) of the Higher Education Support \(Other Grants\) Guidelines 2022](#):

- to provide flexible working arrangements to support the provision of higher education and enable employees to undertake study
- to collaborate with higher education providers on the development or design of courses of study
- work-based assessment
- supervision
- providing study equipment and resources
- reimbursing employees for expenses relating to their study
- work integrated learning; and
- associated program administration.

## Body corporate employers

The Commonwealth, as represented by the department, executes DoA with body corporate employers only. A DoA will, at a minimum, set out:

- the grant amount
- conditions for payment of the grant
- study conditions to be provided under the program - the conditions provided for study is to be agreed upon with the student and provider; and
- progress reporting requirements and due dates.

Body corporate employers will receive the payment of the grant (\$2,500 per half-year reporting period) directly from the Commonwealth, as dictated in their DoA and subject to the acceptance of their progress report.

## Reporting

Employers in receipt of a grant under the program are required to report on progress and performance twice per year in the format requested by the department. Progress report templates



will be distributed by the department to employers by their provider one month before the due dates outlined in Table 2, Schedule 2 of the employer DoA.

## Non-body corporate employers

Employers who are non-body corporate entities are not required to enter into a DoA with the Commonwealth or submit progress reports. Non-body corporate employers will be paid through the provider to support any purpose as outlined in subsection 52(3) of the *Higher Education Support (Other Grants) Guidelines 2022* (see above). The use of the payment is to be agreed following discussion between the provider and employer.

## Employees/Students

Women enrolled in an allocated ERP must be:

- enrolled part-time; and
- employed by an employer that agrees with the provider or with the Commonwealth to provide conditions (including by releasing the student from work) that allow those students to study over the duration of the course of study.

Students participating in the program will be liable for the Student Contribution Amount (SCA) for their relevant unit of study and will be required either to:

- a) pay their fees upfront
- b) access a FEE-HELP loan to pay all or part of the student tuition fees (subject to eligibility requirements).

More information about the program can be found in the [Higher Education Support \(Other Grants\) Guidelines 2022](#), or the program's [FAQs page](#).

