



Partner Portal - Eligibility Criteria



Overview

This document outlines the eligibility criteria for each application under the department's Partner Portal. For an organisation to be considered for access to the Partner Portal it must meet the eligibility criteria for at least one of the applications. The eligibility criteria are not the sole determinate in granting organisations access to individual applications. The department has absolute discretion in approving / not approving / withdrawing organisations' access to individual applications.

Organisation Type (Definitions)

- AASN - Australian Apprenticeship Support Network
- GTO – Group Training Organisation
- RTO (SAS) – Registered Training Organisation – Skills Assured Supplier
- RTO (SRTO) - Supervising Registered Training Organisation
- RTO (School) – State / Catholic / Independent Schools delivering VET
- RTO (Other) – Registered Training Organisation
- School Association:
 - Education Queensland
 - Independent Schools Queensland Ltd
 - Queensland Catholic Education Commission

Partner Portal Eligibility Criteria by Application

Apprenticeships Info Self Service (AISS)

Purpose – to provide a search facility for:

- contractual information to organisations registering apprentices and trainees in Queensland, to retrieve and calculate the previous training credit available to the apprentice or trainee.
- award information for Skills Assured Supplier (SAS) Registered Training Organisations (RTOs) to assess student eligibility for funding under the department's VET Investment Programs.

Organisation types eligible for access:

- AASN
- GTO
- RTO (SAS)
- RTO (SRTO)
- RTO (School)
- School Association

AVETMISS Training Activity (ATA)

Purpose – for RTOs to electronically lodge AVETMISS data submissions, access validation error reports, and view submitted NAT file data.

Organisation types eligible for access:

- RTO (SAS)
- RTO (SRTO)
- RTO (Other)

Training Downloads (TD)

Purpose – to enable organisations to download information from departmental databases relevant to their organisation only, including information on apprentice/trainee training contracts, RTO Registrations, Contract information (User Choice, SAS, etc).

Organisation types eligible for access:

- AASN
- GTO
- RTO (SAS)
- RTO (SRTO)
- School Association

Travel and Accommodation RTO Summary (TRACC)

Purpose – to enable Supervising RTOs (SRTO) to electronically verify the attendance of an apprentice or trainee once a claim has been submitted by an apprentice or trainee into the department's Travel and Accommodation Online.

Organisation types eligible for access:

- RTO (SRTO)

Purchasing Online (POL)

Purpose – to enable organisations to apply for funded programs and variations to their existing agreements.

Organisation types eligible for access:

- AASN
- GTO
- RTO (SAS)
- RTO (SRTO)
- RTO (Other)

Organisation Type Application Access Matrix

* An organisation may have more than one organisation type

Organisation Type*	Application				
	AISS	ATA	TD	TRACC	POL
AASN	✓	x	✓	x	✓
GTO	✓	x	✓	x	✓
RTO (SAS)	✓	✓	✓	x	✓
RTO (SRTO)	✓	✓	✓	✓	✓
RTO (School)	✓	x	x	x	x
RTO (Other)	x	✓	x	x	✓
School Association	✓	x	✓	x	x

