



Guidance for TEOs on the end of the Targeted Training and Apprenticeship Fund

This document provides information to TEOs on the end of the Targeted Training and Apprenticeships Fund (TTAF), including the impacts on Fees Free.

- › The Targeted Training and Apprenticeship Fund was introduced in July 2020. It targeted industry skill needs, where demand from employers for these skills was expected to grow during New Zealand's recovery period from the impacts of COVID-19.
- › The TTAF covered learner fees from 1 July 2020 until 31 December 2022 for study and training in apprenticeships, and targeted areas including:
 - Primary industries
 - Construction
 - Community support
 - Manufacturing and mechanical engineering and technology
 - Electrical engineering
 - Road transport
 - Conservation
 - Information technology

What happens when the TTAF ends in December 2022?

The Targeted Training and Apprenticeship Fund covers fees up to 31 December 2022. The TTAF is unable to pay the full fees for courses and programmes that will continue beyond this date. In some cases the Fund will cover a portion of the fees. In instances where the full fees are not covered by the TTAF, you must charge the learner the remaining balance unless they are eligible for Fees Free and have entitlement available.

The TTAF allocation for each learner enrolled at your organisation can be found in the My Targeted Training and Apprenticeships App in Ngā Kete.

How funding for provider-based courses will be calculated

For funding purposes, qualifications are made up of courses. The start and end date of an individual course (not the start date/end date of the qualification) is used to determine the fees that are covered. The TEC will apportion fees based on the portion of the course that occurs before 31 December 2022, based on the total number of days in the course. This will be calculated using the course start and end dates recorded in the SDR, and the course fees recorded in STEO.

TTAF will pay the full fees where:

- The course starts prior to 1 January 2023 and ends on or before 31 January 2023; or
- The amount payable by the learner is calculated to be a \$10 or less.

The TTAF will also cover 100% of any CSSF associated with enrolments that start in 2022 (i.e. we will not apportion the CSSF).

Any remaining fees must be charged to the learner or their student loan. Learners eligible for Fees Free who have entitlement available may be covered by Fees Free, and should be reported in your All Enrolments and Costs return.

How funding for work-based programmes will be calculated

TEOs reporting TTAF actuals are expected to charge fees via the TTAF Fees Actuals template for training until 31 December 2022 only. Fees that cover periods beyond this date (e.g. one off programme enrolment fees or annual fees) should be apportioned based on the percentage of days that occur before 31 December 2022.

TEOs on an agreed fees arrangement will have this calculated for them, based on the information reported in the Industry Training Register and the TTAF Schedule of Fees.

Any remaining fees must be charged to the learner. Learners eligible for Fees Free who have entitlement available may be covered by Fees Free, and should be reported in your Programmes and Fees return.

We cannot accept changes to TTAF funding after August 2023

The final date for reporting new or changed TTAF funded courses and programmes will be **31 August 2023**. Following this date, any fees reported by a TEO will not be covered, and the TEO will also not be allowed to charge these fees to the learner. It is therefore vital that all fees have been reported to us correctly before this date.

Do you need to check the eligibility of your qualifications?

It's important to check that you have received approval for all qualifications that you believe meet the TTAF eligibility criteria. To receive funding, you must have submitted a request to the TEC, even if the qualification is already listed on the TTAF list of Qualifications and Programmes.

If you're unsure whether your organisation has received approval for a qualification, contact your Relationship Advisor or the Customer Contact Group for assistance.

How does the end of the TTAF affect Fees Free?

While enrolled in TTAF eligible courses and programmes, learners were not using their entitlement to Fees Free. Following the end of TTAF, we expect a significant rise in the number of learners accessing Fees Free.

Learners who wish to access Fees Free for eligible programmes or courses continuing into, or starting in 2023 will need to check the 2023 eligibility criteria on feesfree.govt.nz once it is available. They may need to complete a statutory declaration to confirm their eligibility with the TEC.

Learners who started using Fees Free entitlement prior to accessing TTAF will be able to continue to use Fees Free until they have used their full entitlement.

Please refer to the diagram below as needed.

How to report enrolments that are transitioning from TTAF to Fees Free

Reporting provider-based courses

TEOs will need to wait until the first Fees Free reporting rounds of 2023 to begin reporting any courses that start after 1 January 2023.

However, any provider-based courses that start in 2022 but continue into 2023 (and may be partially covered by Fees Free in accordance with the transition rules above) should be reported in your 2022 Fees Free All Enrolments and Costs returns as normal. You may start reporting these enrolments to us as soon as the 2023 eligibility statuses become available. When we validate your returns, the validation for the eligibility of learners enrolled in TTAF eligible courses will check their 2023 eligibility status instead of 2022.

When filling out the return, always remember to report the full EFTS (equivalent full-time student) and fees you have charged the learner for their course, including the portion that should be covered by TTAF. The TEC will apportion these fees and EFTS automatically when calculating Fees Free allocations and entitlement use, to ensure the correct amount has been covered. TEOs do not need to complete this calculation themselves.

TTAF will cover all CSSF associated with enrolments that are partially covered by TTAF, and these will not be counted against a learner's entitlement for Fees Free.

Reporting work-based programmes

TEOs reporting TTAF actuals are expected to charge fees via the TTAF Fees Actuals template for training until 31 December 2022 only.

TEOs will need to wait until the first Fees Free reporting rounds of 2023 to begin reporting fees incurred after 1 January 2023. TEOs should report only the fees that apply to training delivered from 1 January 2023.



We ensure New Zealand's future success.

Can a TTAF learner access Fees Free in 2023?

