

# Student training and employment survey

## Fact sheet

### Background

In accordance with the [Pre-qualified Supplier Policy 2015-16](#) for Queensland Government subsidised training places, pre-qualified suppliers (PQS) must ensure students complete a student training and employment survey within three months of completing or discontinuing training.

### Survey requirements

Pre-qualified suppliers must ensure that:

- students are aware that, when accessing a Queensland Government subsidised training place, it is a requirement that they must complete a student training and employment survey within three months of completing or discontinuing their training
- they effectively manage the survey process to achieve an adequate student response rate
- a completed [departmental survey template](#) is submitted quarterly
- evidence of each student's survey response is retained.

### Survey questions

The survey instrument used and the method of collection are at the discretion of the pre-qualified supplier.

The survey must include the following four questions:

Q1. Which best describes your motivation for undertaking your training (tick only one):

- To help me find a job
- To support my current career and improve my chances for promotion
- To help me change careers
- General interest

Q2. Which best describes your assessment of the quality of your training (tick only one):

- Very satisfied with the overall quality of the training
- Somewhat satisfied with the overall quality of the training
- Somewhat dissatisfied with the overall quality of the training
- Very dissatisfied with the overall quality of the training

Q3. Did you complete your training:

- Yes
- No. If no, please identify the main reason for non-completion (tick only one):
  - Change in interests / personal circumstances
  - Unable to meet requirements of qualification / course
  - Found the training experience to be unsuitable
  - Other

Q4. Which best describes the impact of your training on your current employment or further study status (tick only one):

- Not employed before training, employed after training
- Not employed before training, not employed after training
- Under-employed, employed before training, improved job outcome after training
- Underemployed, employed before training, no improvement in job outcome after training
- Planning to or currently undertaking study with a university
- Employed in an apprenticeship / traineeship

## Survey reporting

Survey reporting is to be submitted on a quarterly basis. The completed survey template must contain the collated data of all students who have completed or discontinued their training during the reportable quarter. This includes a nil report for PQS who have no completions or discontinuing students for the quarter. Pre-qualified suppliers must email the completed template to [supplier.management@dete.qld.gov.au](mailto:supplier.management@dete.qld.gov.au).

Reportable quarter	Timeframe to survey participants	Survey outcomes to be submitted by
1 July to 30 September	1 October to 31 December	14 January
1 October to 31 December	1 January to 31 March	14 April
1 January to 31 March	1 April to 30 June	14 July
1 April to 30 June	1 July to 30 September	14 October

## More information

For more information on pre-qualified supplier requirements, visit [www.training.qld.gov.au/pqs](http://www.training.qld.gov.au/pqs) or email [supplier.management@dete.qld.gov.au](mailto:supplier.management@dete.qld.gov.au).