



# Trade to Teach

## Internship Program

## Frequently asked questions

This document outlines the frequently asked questions (FAQs) for the Trade to Teach Internship Program pilot (T2T Program) and is subject to change at the department's discretion.

If, after reviewing this FAQ document your question isn't answered, please contact the Trade to Teach Internship program team by email at [TradetoTeach@qed.qld.gov.au](mailto:TradetoTeach@qed.qld.gov.au).

Information about becoming a teacher with the department is available on the [Teach Queensland Website](#).

### **Course**

#### **1. How do I enrol in the Initial Teacher Education (secondary) (ITE) program?**

When you apply for the T2T Program, you should also enrol in the Bachelor of Education (secondary), specialising in Industrial Technology and Design (ITD)) at one of the T2T Program partner Higher Education Institutions (HEIs) – [Central Queensland University](#) (CQU) or the [University of Southern Queensland](#) (UniSQ). Contact the HEI directly to understand their entry requirements and enrolment process. Also talk to them about recognition of prior learning (RPL) based on your trade qualification and industry experience, and a possible trade-entry pathway.

If you are a successful with your T2T Program application, you will receive a conditional offer in the T2T Program, pending evidence of your enrolment with a partner HEI.

#### **2. How will I know if I will be accepted into the ITE program?**

An offer of placement will be sent to you from the partner HEIs. Please contact the partner university/HEI with enquiries.

#### **3. Do I need complete the ITE program on campus or can I complete the ITE program online?**

The department does not have a preference how you complete your ITE program as long as all requirements of the program are met and you graduate in a maximum of four years.

#### **4. Who will pay for my course fees?**

You will be responsible for payment of any course fees (including tuition). Information regarding assistance with course fees is available on the HEI's website/s.

#### **5. I wanted to study at another HEI. Do I have to study at a HEI the department chooses?**

To be eligible for the Trade to Teach Program pilot you must be enrolled in an eligible ITE program at one of the HEIs partnering with the T2T Program.

#### **6. I have already started an ITE degree. Am I eligible to apply?**

To be eligible for the T2T Program:

- you must not yet be enrolled in an ITE program; or
- if you have commenced an ITE program, you must have completed less than one year at the time applications open

#### **7. I have a condition which requires support. How will this be provided?**

It is recommended that at the time you apply for enrolment in the undergraduate ITE program, you contact your HEI to discuss what student supports are in place. Also advise the T2T Program team of your support needs at the time of application.



**8. I have previously commenced an ITE program but couldn't complete it due to circumstances. Am I eligible to apply?**

You are eligible to apply if you have completed less than one year and you are accepted into an eligible program at a participating HEI.

**9. I have a trade qualification from a non-English speaking country. Can I apply?**

Yes, however you will need to contact the HEI as you may be required to complete an International English Language Testing System (IELTS) test or complete an English Bridging Course to be eligible for enrolment.

**10. What if I do not meet the minimum entry requirements for the HEI as my trade qualification is not suitable?**

If you are not eligible for enrolment due to your trade qualification not being suitable, a bridging course at university may bring your qualification up to a sufficient standard to be accepted into the HEI. Please consult with the relevant HEI to confirm requirements.

**11. What if my trade qualification is not recognised by the HEI to give me RPL?**

You can still apply to the HEI to commence the ITE course, however you will be required to meet minimum entry requirements and complete the full requirements of the ITE undergraduate degree. Please contact the HEI for more information

**12. Do I complete a Teaching Performance Assessment (TPA) in the final-year of my ITE program?**

Yes, you are required to complete all ITE program requirements including a TPA. Please see your HEI provider for further information on graduation requirements.

**13. Do I have to successfully complete Literacy and Numeracy Test for Initial Teacher Education (LANTITE)?**

Yes, you are required to complete all ITE program requirements including LANTITE. Please see your HEI provider for further information on graduation requirements.

**14. What are the dates of the ITE program offerings?**

Please refer to the HEI ITE program sites for information.

**15. Can I commence mid-year?**

No, the T2T Program is only accepting applications for intention to commence at the start of 2023.

**16. Do I have to enrol full-time?**

Yes, the T2T Program is only accepting full-time applications with the intention to graduate by no later than the end of 2026. Please note that RPL may make it possible to complete the degree in a shorter time. This needs to be discussed with the HEI.

**Year 1**

**17. Will I need to complete Professional Experience (PEX) placements in the first year?**

Yes, you will need to complete PEX as per the requirements of your enrolled ITE program. See the relevant ITE program for dates and duration of PEX.

**18. Where will I be placed for my PEX during my first year of study?**

Placements for PEX in your first year of study will be arranged by the HEI.

**19. Am I eligible for any other financial support to help me with this?**

The PEX in your first year of study will be unpaid.

**Year 2, 3 and 4 - Internship**

**20. Where will I be placed during the internship?**

Your internship placement will be determined based on the needs of the department at the time, however personal circumstances and preferences will be considered.

**21. Will I be required to move? If yes, is teacher accommodation available? Can my family come with me? Will it be the same school in which I will complete my minimum service period when I graduate my ITE program?**

If you are required to relocate, your family will be able to relocate with you. Unfortunately, teacher accommodation cannot be guaranteed. Accommodation can be discussed with your Regional Human Resources team once a position has been determined. Your preference to stay in the same school

for both your internship and your minimum service period will be considered once you graduate from your ITE program, however this cannot be guaranteed.

**22. What will the expectations and workload be?**

You will commence employment as an intern “teaching” at a 0.5FTE in 2024. HEI’s have confirmed that their programs are designed to be flexible which will allow interns to complete their study while also working in their internship positions with the department.

**23. How will the teaching load be structured across the academic year?**

The half teaching load will be for the whole of the academic year for a maximum of three years. The department will work with HEI’s and schools in determining the flexibility of the 0.5 workload arrangement. Interns will have an opportunity to provide input into this, as they may prefer how they manage their internship and coursework.

**Eligibility**

**24. I can’t commence study in 2023, can I apply again in 2024?**

No, this is currently pilot program only and there may not be additional intakes for the T2T program.

**25. My trade qualification is not in an ITD area. Will I be accepted into the program?**

No, you should have a trade qualification (apprenticeship and Trade Certificate III) in an ITD area. For example, fitting and turning/machining, metals engineering, carpentry, joinery, plumbing, electrical or mechanics. Similar ITD trades may be considered.

**Apply**

**26. How do I apply for the program?**

Applications will open via [Smart Jobs](#) on 12 September 2022. Further information can be found on our [webpage](#).

**27. What documents do I need to provide?**

- Resume
- Copy of trade qualification(s)
- Statement of industry service
- Copy of Birth Certificate
- Evidence of Australian Citizenship/Permanent Residency

**28. Do the documents need to be certified by a JP?**

No, however certified copies of relevant documents are preferred.

**Incentive**

**29. What can I spend the \$20,000 on? Do I need to keep receipts?**

The \$20,000 scholarship payment is provided to reduce the financial impacts of undertaking a career change. There are no requirements on how you spend the funds and you do not need to keep receipts for departmental purposes.

**30. If I have already commenced an ITE program, will I be entitled to receive the scholarship payment?**

Yes, however your entitlement to the scholarship payment will be calculated as outlined below:

Portion of ITE Program Completed	Entitled to Scholarship	Percentage of Scholarship Entitlement	Value of Scholarship Entitlement
Not yet Commenced	Yes	100%	\$20,000
Completed up to 50% of first year	Yes	100%	\$20,000
Completed greater than 50%, but not full year	Yes	50%	\$10,000
Completed full first year	No	0%	\$0

**31. Is the program payment taxed?**

Yes, the payment is taxed in accordance with Australian Taxation Office tax rates.

**32. How will I receive the program payment?**

Payments will be made in four instalments and will be paid directly to your nominated bank account.

**Employment****33. Where will I teach when I graduate my ITE program?**

Positions will be determined based on the needs of the department, however, personal circumstances and preferences will be considered.

**34. Do I have a say in where I teach?**

You can nominate your preferred location and the department will consider your request. Positions will be determined based on the needs of the department, however, personal circumstances and preferences will be considered.

**35. Where are the priority locations?**

Priority locations are rural, remote and regional schools in Central Queensland, Far North Queensland, North Queensland and Darling Downs South West Regions.

**Salary****36. What will I be paid during the internship?**

Interns will be paid at Band 1, Step 1 – this is currently \$2,551.10 per fortnight - \$66,556 gross per annum of the salary scale for the first year of the internship (not including superannuation), and will be paid on Band 1 Step 2 for the second and remaining internship years. These amounts are subject to change in line with annual enterprise bargaining increases

**37. Will I receive the same conditions as a state school teacher? i.e. accrual of leave**

Yes, as an intern you will be employed on a temporary contract and you will accrue leave entitlements (sick leave, long service leave) and will be entitled to payment across vacation periods during your internship.

**Scholarship conditions****38. When does my T2T Program minimum service period commitment start?**

The T2T Program minimum service period commences from when you start your permanent employment in a Queensland State school following successful completion of the T2T Program requirements (graduation from the ITE degree) and are provisionally registered with the Queensland College of Teachers.

**39. Is there a requirement to work full-time upon completion of the internship?**

At the completion of the internship, participants are required to complete a T2T Program minimum period of service with the department, however it is not specified that it is required to be at full-time.

**40. What happens if I don't meet the T2T Program minimum service period commitment? Do I have to repay the funds?**

If you are unable to complete the full T2T Program minimum service period, you may be required to repay part or all of the scholarship funds. The department will assess these on a case by case basis, exercising discretion for applicants who are unable to complete the full T2T Program minimum service commitment due to compassionate or extenuating circumstances.

**41. What happens if I complete the internship and realise teaching is not for me? Do I have to repay the funds?**

You may be required to repay the full amount of the scholarship funds and any additional costs (e.g. relocation costs) paid by the department. The department will assess circumstances on a case by case basis, exercising discretion for applicants who are unable to complete the full T2T Program minimum service commitment due to compassionate or extenuating circumstances.

**General****42. What are the benefits of teaching in a rural or remote location?**

There are many benefits to teaching in a priority location:

- Immerse yourself and become a valued member of the community
- Subsidised housing is available in many rural and remote locations
- Access to Centres for Learning and Wellbeing (CLaW) and Teacher Learning Centres (TLCs)
- Financial allowances may be available:
  - Locality Allowance
  - Recognition of Rural and Remote Service (RoRRS) Scheme