

AVETMISS: Exempt reporting requirements for RTOs granted an exemption by their VET Regulator

On 24th November 2017, the Council of Australian Governments (COAG) Industry and Skills Council (CISC) endorsed a revised [National VET Data Policy](#) effective from 1 January 2018. The policy identifies two exemption categories: National security, border protection and policing exemption and Delivery of emergency or safety community services exemption.

RTOs need to contact their VET Regulator for an exemption from submitting AVETMISS compliant data to the National VET Provider Collection, and provide evidence to support their claim - refer to clause 5.9 of the [National VET Data Policy](#). Exemptions do not apply until the Regulator has approved the exemption in writing.

NCVER does not have the authority to grant reporting exemptions.

1. National security, border protection and policing exemption (paragraph 5.3)

- applies to specific programs or students where security may be jeopardised, that is where the collection or submission of data would conflict with defence or national security legislation; or could jeopardise the security of defence or national security personnel.

RTOs covered by this exemption must:

- collect annual aggregate competency commencement and completion data that does not identify the student, their location, or other fields deemed within the scope of the exemption for each program and subject
- submit aggregate data directly to NCVER for all activity covered by the exemption, by the end of March of the year following the year in which the training occurred
- collect and report full AVETMISS data directly to NCVER under the normal reporting process for any training delivered that does not jeopardise the safety personnel.

2. Delivery of emergency or safety community services exemption (paragraph 5.5)

- applies to RTOs providing emergency or safety related services to the community; is a registered charity; provides volunteers, employees, contractors or other students with nationally recognised training for which no payment is received; and the ability of the RTO to provide services to the community may be adversely impacted if the collection and submission of AVETMISS compliant data is required on all students.

RTOs covered by this exemption must:

- advise students prior to commencement of training that an exemption from submitting AVETMISS data applies, and that training activity will not appear on the students USI transcript
- report full AVETMISS data to the National VET Provider Collection, at least annually, for all students who provide a USI to the RTO (this exemption no longer applies when a USI is provided)

- collect annual aggregate competency commencement and completion data that does not identify the student, their location, or other fields deemed within the scope of the exemption for each program and subject (where a USI is not provided by a student) submit aggregate data directly to NCVET for all activity covered by the exemption, by the end of March of the year following the year in which the training occurred, as outlined below.

Reporting aggregated data

- Where an exemption has been granted by a Regulator, RTOs will need to report annual aggregate competency commencement and completion data that does not identify the student, their location, or other fields deemed within the scope of the exemption.
- The data to be collected:
 - accredited programs and subjects delivered including skills sets in the period 1 Jan - 31 Dec 2023
 - total number of students for each program, subject and skill set
 - total number of commencing enrolments in each program, subject and skill set
 - total number of completions in each program, subject and skill set.

Example:

Training Activity Jan-Dec 2018				
Program ID	Program Name	Total number of students enrolled in the program	No of commencements	No of completions
DEF40912	Certificate IV in Defence Safety Coordination	25	12	8

- You will be able to upload your aggregated data to NCVET using the secure web address which will be provided to you.
- Reporting can be undertaken from 1 January 2024 with the deadline being 31 March 2024.
- NCVET will contact RTOs who have been granted an exemption toward the end of 2023 to provide further information about how they can meet their reporting obligations for submitting aggregated competency commencement and completion data to NCVET.

What help is available?

Please contact your VET Regulator to apply for an exemption under the National VET Provider Policy.

The [Department of Employment and Workplace Relations](#) can assist with any queries relating to the [National VET Data Policy](#).

Information on an individual student exemption from reporting a USI can be found at: [USI exemptions | Unique Student Identifier](#)

NCVET has a dedicated Client Support team to help you with your AVETMISS related queries and can be contacted as follows:

Contacting the AVETMISS support team			
Fill out our contact form	Email: support@ncver.edu.au	Phone: 08 8230 8400	Toll free: 1800 649 452