

Our reference: CIT FOI 2025–001

[REDACTED]

By email: [REDACTED]

DECISION ON YOUR ACCESS APPLICATION – CIT FOI 2025-001

Dear [REDACTED]

I refer to your access application made under the *Freedom of Information Act 2016* (FOI Act) received by the Canberra Institute of Technology (CIT) on 2 January 2025 (enclosed as Attachment A).

In your application you requested access to the following information:

“For Semester 1 2025:

- a) The amount of the 600 fee-free TAFE slots that were allocated to and utilised by a student to enroll (sic) into a course*
- b) The amount of the 600 fee-free TAFE spots allocated to CIT that was filled by students from the priority learner cohort. (For example: if all 600 fee-free slots were used, was it filled by 600 priority learners or was there say 400 priority learners from 600 fee-free placements?)*
- c) The distribution of fee-free placements to each course that was offered on the fee free list, with a distinction between priority learner placements and standard fee-free placements. (For example:
 - * Certificate III in Hospitality SIT30622 – 8 priority fee-free learners, 2 standard fee-free learners, total 10 fee-free learners*
 - * Certificate III in Information Technology ICT30120 – 20 priority fee-free learners, 0 standard fee-free learners, total 20 fee-free learners...)**
- d) How many priority and standard fee-free placements were enrolled into the course Certificate IV in Cyber Security C4-BD75 (For example: 20 priority learners, 5 standard learners, Total 25 fee-free learners).*
- e) How many students total have enrolled into Certificate IV in Cyber Security C4-BD75*
- f) How many enrolments are from Australian citizens/permanent residents (domestic students), and how many are from international students. The above two questions might best be expressed as the following single line answer (example): Cyber Security C4-BD75 – 112 domestic students, 15 international students, total 127 students”*

Authority

I am a Senior Executive officer appointed as a CIT Information Officer to make decisions about access to government information, in accordance with section 18 of the FOI Act.

Timeframes

In accordance with section 40 of the FOI Act, CIT has 30 working days to respond to your access request. As your request was received on 2 January 2025 the due date for this request is 14 February 2025.

Document Search

A search of records held by CIT were undertaken to identify and locate the requested information within scope of your access request. These searches were conducted electronically and included a review of all files held in CIT student administrative databases.

This information has been extracted from those databases and is provided below with contextual and explanatory statements that explain the information provided in response to each element of your request:

“For Semester 1 2025:***a) The amount of the 600 fee-free TAFE slots that were allocated to and utilised by a student to enroll into a course***

CIT Response – As at 5 January 2025, CIT had recorded **348** Fee-Free TAFE enrolments for Semester 1, 2025, along with **234** Fee-Free TAFE offers to applicants assessed as eligible. The Fee-Free TAFE course offers are aligned to a variety of approved Fee-Free TAFE courses for Semester 1, 2025. The number of offers is conservatively modelled to fill the allocation of 600 places from January to June 2025, while ensuring a proportional distribution across the variety of priority sector Fee-Free TAFE courses for Semester 1, 2025.

b) The amount of the 600 fee-free TAFE spots allocated to CIT that was filled by students from the priority learner cohort. (For example: if all 600 fee-free slots were used, was it filled by 600 priority learners or was there say 400 priority learners from 600 fee-free placements?)

CIT Response – As at 5 January 2025, of the 348 Fee-Free TAFE enrolments for Semester 1, 2025, 279 are for Fee-Free TAFE eligible priority learners. To date more than 85% of all Fee-Free TAFE enrolled places since 1 January 2024 have been aligned to ACT learners that identify with one or more priority learner groups.

c) The distribution of fee-free placements to each course that was offered on the fee free list, with a distinction between priority learner placements and standard fee-free placements. (For example:

** Certificate III in Hospitality SIT30622 – 8 priority fee-free learners, 2 standard fee-free learners, total 10 fee-free learners*

** Certificate III in Information Technology ICT30120 – 20 priority fee-free learners, 0 standard fee-free learners, total 20 fee-free learners...)*

CIT Response – As at 5 January 2025, the 348 Fee-Free TAFE enrolments for Semester 1, 2025 were for the following courses. Table 1 lists the number of enrolments by Fee-Free TAFE approved course and includes a breakdown by Fee-Free TAFE eligible priority learners (priority learner placements) and Fee-Free TAFE eligible learners (standard fee-free placements).

Table 1 – Fee-Free TAFE Enrolments for Semester 1, 2025 (data at 5 January 2025)

Semester 1, 2025 Fee-Free TAFE course name	Eligible		Total Enrolments
	Priority learners	Eligible learners	
Certificate II in Animal Care	10	2	12
Certificate II in Construction Pathways	1	0	1
Certificate II in Electronics	12	2	14
Certificate III in Business	30	0	30
Certificate III in Dental Assisting	2	3	5
Certificate III in Early Childhood Education and Care	24	3	27
Certificate III in Health Services Assistance	4	0	4
Certificate III in Hospitality	5	0	5
Certificate III in Individual Support (Ageing)	17	1	18
Certificate III in Individual Support (Disability)	5	0	5
Certificate III in Information Technology	19	0	19
Certificate IV in Alcohol and Other Drugs	2	0	2
Certificate IV in Allied Health Assistance	9	1	10
Certificate IV in Building and Construction	2	4	6
Certificate IV in Community Development	2	0	2
Certificate IV in Community Services	19	2	21
Certificate IV in Cyber Security	21	26	47
Certificate IV in Information Technology	14	5	19
Certificate IV in Leadership and Management	2	2	4
Certificate IV in Mental Health	23	1	24
Certificate IV in School Based Education Support	11	1	12
Certificate IV in Work Health and Safety	5	3	8

Certificate IV in Youth Work	8	0	8
Diploma of Building and Construction (Building)	5	7	12
Diploma of Early Childhood Education and Care	1	0	1
Diploma of Information Technology	2	1	3
Diploma of Travel and Tourism Management	3	1	4
Bar Service	8	0	8
Battery Electric Vehicle Inspection and Servicing Skill Set	1	0	1
Communication for the Workplace	1	1	2
Introduction to Education Support	0	1	1
Literacy for the Workplace	3	1	4
Networking and Web Development	4	1	5
Numeracy for the Workplace	2	0	2
Preparatory Skill Set for Professional Graphic Design Practice	1	0	1
Preparing for Work	1	0	1
Grand Total	279	69	348

d) How many priority and standard fee-free placements were enrolled into the course Certificate IV in Cyber Security C4-BD75 (For example: 20 priority learners, 5 standard learners. Total 25 fee-free learners).

CIT Response - Table 1 details as at 5 January 2025 the Certificate IV in Cyber Security C4-BD75 recorded a total of **47** Fee-Free TAFE enrolments for Semester 1, 2025, of which **21** enrolments were for Fee-Free TAFE eligible priority learners (priority fee-free learners) and **26** enrolments were for Fee-Free TAFE eligible learners (standard fee-free learners).

e) How many students total have enrolled into Certificate IV in Cyber Security C4-BD75

CIT Response – As at 5 January 2025, the Certificate IV in Cyber Security C4-BD75 recorded a total of **64** CIT enrolments for Semester 1, 2025.

f) How many enrolments are from Australian citizens/permanent residents (domestic students), and how many are from international students

CIT Response – As at 5 January 2025, the **64** CIT enrolments for the Certificate IV in Cyber Security C4-BD75 for Semester 1, 2025 are broken down to: **46** enrolments for Fee-Free TAFE students, **17** enrolments for standard students, **1** enrolment for a commercial student, and **0** international students. All 64 CIT enrolments in the Certificate IV in Cyber Security C4-BD75 were domestic student enrolments and **0** international student enrolments.

Decision

I have decided to release all information identified by CIT that is within the scope of your access request in full. My reasons for this decision are outlined below.

Statement of Reasons

In reaching my decision on your access application, I have taken the following into account:

- Your original access application.
- The FOI Act.
- The ACT Ombudsman FOI Guidelines
- Consultation undertaken under section 38 of the Act.
- The documents and information which fall within the scope of your request.

As a decision maker I am required to decide if release of the documents found to be within the scope of your request are within the public interest. Schedule 1 of the FOI Act provides categories of documents where release is not considered to be in the public interest. On reviewing the documents and information within the scope of your request, I do not consider that any of these documents and information falls within the categories prescribed under schedule 1 of the FOI Act.

As I am not satisfied that any of the documents within the scope of your request are exempted from release in accordance with Schedule 1 of the FOI Act, I am required to consider the factors favouring disclosure and non-disclosure as found in Schedule 2.

Section 17(1) of the FOI Act sets out the test, to be applied to determine whether disclosure of information would be contrary to the public interest. Taking into consideration the information contained in the documents, I have identified that the following public interest factors are relevant to determine if release of the information contained within these documents is within the 'public interest'.

Factors favouring disclosure:

I consider that the following factors favouring disclosure apply in relation to these documents.

- ensure effective oversight of expenditure of public funds (section 2.1 (a) (iv)).
- promote open discussion of public affairs and enhance the governments accountability (section 2.1 (a) (i)).

I consider the information requested would, on balance would ensure effective oversight of expenditure of public funds and promote open discussion and accountability as the information requested provides insight into the application of fee free training at CIT for Semester 1 2025 (as at 5 January 2025).

Factors favouring non-disclosure:

I have not identified any factors in favour of non-disclosure.

Consideration of Factors

Taking into account the factors favouring disclosure and factors favouring non-disclosure and having

undertaken the test under section 17 of the Act I consider that the factors favouring disclosure are of greater weight than the factors favouring non-disclosure. Accordingly, I have decided to fully release the information sought in your access request.

Charges

You have not been charged for this request as it falls below the 50 page threshold in accordance with section 104(2)(4) of the FOI Act.

Disclosure Log

Section 28 of the FOI Act requires publication of access applications and any information subsequently released on CIT's disclosure log at:

[https://cit.edu.au/about/freedom of information/disclosure log](https://cit.edu.au/about/freedom-of-information/disclosure-log).

In accordance with section 28(4) of the FOI Act, this decision letter and documents released will be published on the CIT disclosure log between 3 and 10 days of the date of this letter. Your personal information will be removed prior to publication.

Review Rights

You may apply to the ACT Ombudsman to review my decision under section 73 of the FOI Act. An application for review must be made in writing within 20 days of the date of my decision.

You may submit a request for review of my decision to the ACT Ombudsman by writing in one of the following ways:

Email (preferred): actfoi@ombudsman.gov.au
Post: The ACT Ombudsman
GPO Box 442
CANBERRA ACT 2601

More information about ACT Ombudsman review is available on the ACT Ombudsman website at: <http://www.ombudsman.act.gov.au/improving-the-act/freedom-of-information>.

Yours sincerely



Meghan Oldfield
Executive Director, Corporate Services
CIT Information Officer
11 February 2025