

# Contract notification

<b>CN number:</b>	<b>2024-04</b>	<b>Date:</b>	<b>12 June 2024</b>
<b>To:</b>	Chief Executive Officer or equivalent		
<b>Purpose:</b>	General information		
<b>Scope:</b>	All 2024-25 VET funding contracts		
<b>Subject:</b>	<b>Important changes to how you log in to SVTS</b>		

## Purpose

This contract notification is to advise training providers that from Tuesday 18 June 2024 you will need a new user account for SVTS as we migrate the hosting of the SVTS application to the Department of Jobs, Skills, Industry and Regions (DJSIR).

## Background

On 1 January 2023, the skills and training portfolio moved from the Department of Education to DJSIR. As part of this move, we now are now transferring the application hosting of SVTS to DJSIR.

## Main points

### We will send you an email with instructions

We'll email you with all the instructions you need to log in to the new SVTS address. Check the email isn't in your junk email folder.

If you're an organisation administrator, we will email you on Wednesday 12 June 2024. We'll email all other users on Monday 17 June 2024.

You'll need to register for a VicGov CIAM account and reset your password via a secure one-time passcode.

### SVTS will be offline

SVTS will be unavailable from **12pm on Friday 14 June 2024** until **9am on Tuesday 18 June 2024** so we can complete the website migration.

We will not be processing claims for payment while SVTS is offline. The first claim processing run will be on the night of Tuesday 18 June 2024.

### New web address for SVTS

You will need to log-in to the new SVTS address from **9am, Tuesday 18 June 2024**.

Please update your web browser bookmarks and favourites with the new SVTS address.

## Current address

## New address

<https://www.education.vic.gov.au/svts>

<https://login.svts.vic.gov.au/>

### We'll only transfer active SVTS users

We will deactivate the accounts for any SVTS user who has not logged-in to SVTS since 1 January 2024. After the migration, your organisation administrator will be able to add, modify and remove SVTS user accounts for your training provider.

### SVTS users since 22 May 2024

We will email any SVTS user who has signed-up to SVTS since 22 May 2024 in the week following the migration. They need to follow a different activation process.

### Register for our training sessions for organisation administrators

Register now for our online training sessions for organisation administrators about how to use the VicGov CIAM user manager system – the portal for creating and managing your organisation's SVTS user accounts.

- **SVTS Org Admin training on VicGov CIAM User Manager** – 12-1pm, Thursday 13 June 2024 – [Registration Link](#)
- **Drop in Q&A session for Org Admins** – 12-12:45pm, Thursday 20 June 2024 – [Registration Link](#)

We'll record the training session for you to watch again later. We'll also publish user guides for completing regular user management tasks.

## Resources

We will email you the VicGov CIAM user guides.

## Critical dates

- 12pm, Friday 14 June 2024 to 9am, Tuesday 18 June 2024 – SVTS will be unavailable, and we will not be processing claims for payment.
- 9am, Tuesday 18 June 2024 – SVTS will be available at the new web address using VicGov CIAM logins only.
- Tuesday 18 June 2024 – we will restart claim processing on this night.

### Ryan Collins

Executive Director

Training Operations and Assurance