



Australian Government

Great Barrier Reef  
Marine Park Authority

# CHECKLIST Education Permit

Application information  
Version 3 September 2020

The following information is required to be submitted for education permit applications.

## Background

1. The [Great Barrier Reef Marine Park Regulations 2019](#) require specific information to be provided with a Marine Parks application before the Great Barrier Reef Marine Park Authority (the Authority) considers the application to be properly made.
2. The following checklists provide the minimum information requirements to be submitted with the relevant application for Marine Park permission. These checklists are not exhaustive and in some cases, the Authority may require further information from the applicant to address specific aspects of the proposal. Please note: information about the applicant (such as ACN if a company, ABN for a trading name, postal address, email address and phone number) is also required when submitting an application.
3. Submitting the required minimum information at the time of application reduces the need for the Authority to seek further information from applicants during the assessment process. This leads to shorter [assessment timeframes](#).
4. A program qualifies as an education program if it involves the systematic education of the participants in a particular skill or topic, where none of the participants are tourists. Education programs typically include clear learning goals, a formal curriculum or lesson plan and a formal assessment or recognition of whether the participants have achieved the learning goals. If you are unsure whether your program qualifies for an education permit, please contact [assessments@gbrmpa.gov.au](mailto:assessments@gbrmpa.gov.au).
5. Further information on the permission application process and the assessment process of education permit applications can be found in the [Application Guidelines for joint permissions](#).

## Education programs – new permit applications

The following checklist details the minimum information to be submitted when applying for a new permit. Applications can be made through [Permits Online](#).

### General information

1. Title of the proposed education program.
2. Learning outcomes and lesson plan of the proposed education program.
3. Proposed permit term and reason for proposed permit term. The standard recommended permit term for education programs is six years.
4. Details of whether the proposed education program is delivered by an institution or provider registered with the Australian Government's Tertiary Education Quality and Standards Agency (TEQSA) or the Australian Skills Quality Authority (ASQA), or is otherwise accredited. Public and private schools are accredited by their relevant Australian state.
5. Proposed teacher to student ratio. The minimum permitted teacher to student ratio is generally one teacher to every 10 students, except at Lady Musgrave Reef (23-082a) and North West Island Reef (23-049), where one supervisor to every eight students is required.
6. Proposed maximum group size. Please note that group size must not exceed 25 at Lady Musgrave Reef (23-082a) and 60 at North West Island Reef (23-049).

## Location information

7. Proposed locations (refer to the Zoning Plan and Zoning Maps). Please note that extractive activities in Marine National Park Zones, Buffer Zones and Preservation Zones are unlikely to be permitted for education programs. Extractive activities include the collection of marine products, take of animals and installation of equipment.

A permit from Queensland Park and Wildlife Services and Partnerships (QPWS&P) is required to camp in National Parks ([www.qld.gov.au/camping](http://www.qld.gov.au/camping)) on islands and the mainland adjoining Marine Parks (including beaches).

8. Proposed access to the Australian Institute of Marine Science Restricted Access Special Management Area requires approval from the Australian Institute of Marine Science (email: [research\\_office@aims.gov.au](mailto:research_office@aims.gov.au)).
9. Proposed access to the Great Palm Islands and surrounding areas (particularly the Palm Island Group Habitat Protection Zone HP-18-5146 and Great Palm Island Conservation Park Zone CP-18-4054) requires approval from the Palm Island Aboriginal Shire Council (email: [reception@palmcouncil.qld.gov.au](mailto:reception@palmcouncil.qld.gov.au), phone: 07 4770 0200).

Please note that the Great Palm Island is a sensitive location for Traditional Owner heritage values and activities in this area and surrounding reefs are generally discouraged.

10. For proposed entry to the Scientific Research Zone associated with a research station – agreement for the Authority to seek the research station manager’s advice on the application.

## Activity information

11. Description of proposed activities.
12. Details of proposed equipment to be installed, including:
- Dimensions (width, height, length);
  - Number of equipment to be deployed in total over the life of the permit and per location;
  - Duration of deployment(s); and
  - Fixing/securing methods.
13. Details of proposed collections of marine products (seawater, sediment etc.) and marine plants including:
- Amount to be collected in total over the life of the permit;
  - Ultimate fate of collections (for example, manipulated in the field, returned to site, retained); and
  - Collection methods.
14. Details of proposed collections of fish, invertebrates and other animals, including:
- Scientific and common name of taxa;
  - Number of specimens to be collected in total over the life of the permit, per taxon per year, and per taxon per location per year;
  - Size or age of specimens;
  - Ultimate fate of collected specimens (for example, manipulated in the field, returned to site, retained);
  - For temporary collections – maximum holding duration;
  - For temporary collections - details of any manipulations (for example, measurements, tagging etc.); and
  - Collection methods.

Please note that the collection and manipulation of coral for education programs is generally discouraged.

## **Education programs – permit continuation applications**

The following checklist details the minimum information to be submitted when applying for the continuation of a permit. Applications can be made through [Permits Online](#).

1. Details of any proposed changes to the education program (refer to the checklist for new applications).
2. Any reports required under the previous permit (refer to reporting conditions of previous permit).

## **Education programs – permit variation applications**

The following checklist details the minimum information to be submitted when applying for a variation to an existing permit. Variation applications can be submitted via email to [assessments@gbmpa.gov.au](mailto:assessments@gbmpa.gov.au)

1. Details of proposed changes to the education program (refer to the checklist for new applications). Please note that any changes to core matters of the permit (including locations and permit term) require the continuation of a permit.
2. An explanation why the proposed changes are requested.