



VET Programs Guide 2023

Ready to pursue your passion?

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What is VET?

VET is a short way of saying **V**ocational **E**ducational and **T**raining.

If we break it down: Vocational = **job/work** and Education & Training = **learning**

VET is about learning how to do a job/work (whilst at school)

Who makes the decisions about VET Programs?

VET Programs have been developed by those who work in the industry, trainers, employers and other specialists. The Department of Education recognise that VET qualifications provide students with a broad range of skills and knowledge which will support them to pursue their career/pathway.

Whilst at school, how do I learn how to do a job (VET)?

You study a two-year VET program to learn about the industry and how to do the job safely with other students from a variety of schools. Classes are during specific days/times during the school week. Some programs require several extra full day classes.

Who knows about VET at my school?

Schools employ staff (sometimes teachers) who are VET Coordinators. They can explain how studying VET can fit into your individual timetable and how assessment works. They can provide further information about VET programs, advise VET program costings and approve which program is suitable for each student.

Who do I learn VET from?

You learn from industry experts, who are also qualified to teach adults in their industry. These experts (trainers) are employed by a Registered Training Organisation (RTO). An example of an RTO is Federation TAFE. The RTO and trainer must follow all school rules/requirements as guided by the VET Cluster.

In most cases, you learn in a realistic work-place. You are treated like an adult, so behavioural expectations are high.

Can studying VET really help get a job?

Yes it can. We know students who have gained employment because they studied VET. VET allows students to develop the skills that employers are looking for such as accepting responsibility, being organised, asking questions, solving problems and learning how to work together.

VET programs are drawn from a national training package and offers portable qualifications which are recognised throughout Australia.



'Students already have many talents and interests, which can be passionately pursued by studying a VET Cluster Program.'

The VET Cluster enables students from different schools with similar interests, to meet and study a VET program together. Many students love the learning and meeting other like-minded new friends.

In 2022 we had 647 students enrol in over 20 programs from 29 schools.'

Sheree Chevalier
VET Cluster Partnership Manager



More information and videos about VET can be found on our website www.highlandslen.org or scan the QR code.



VET Cluster

What is the HLEN VET Cluster?

The Highlands LLEN VET Cluster is a long-running partnership between a cluster of schools (over 30 secondary education providers within Ballarat and surrounding regions) and the Highlands Local Learning and Employment Network (HLEN).

Our Cluster is proud to provide a diverse range of programs for students, that are nationally recognised and Victorian Curriculum and Assessment Authority (VCAA) approved.

The VCAA is an independent statutory body responsible to the Victorian Minister for Education, serving both government and non-government schools. The mission of the VCAA is to provide high quality curriculum, assessment and reporting that enables individual lifelong learning.

VET Cluster Vision

The Highlands Local Learning Employment Network (Highlands LLEN) VET Cluster will expand high quality, engaging vocational learning opportunities for secondary students to increase work skills, employability and enhance future pathways.

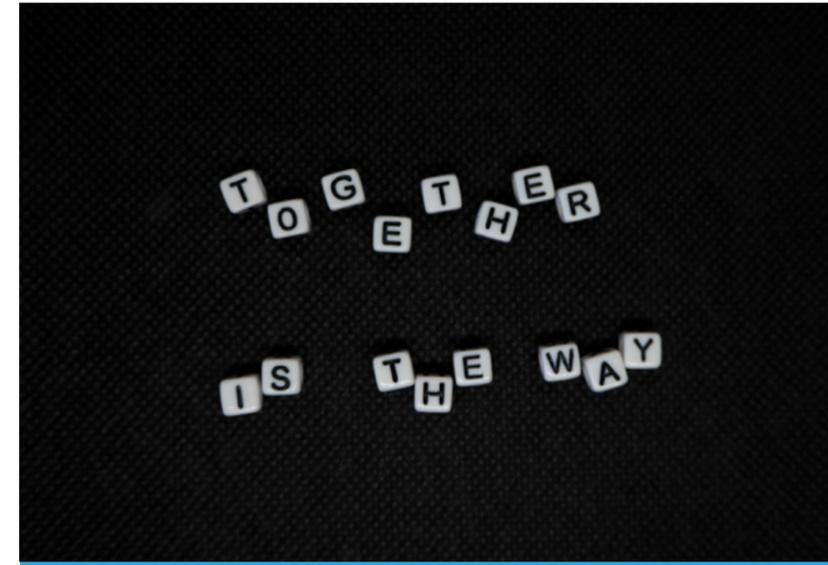
The VET Cluster will foster a sense of collaboration for greater Ballarat students' vocational pathways. VET Programs are a priority, ahead of the interests of any particular school.

VET Cluster Goals

- Maintain engagement with participating schools within the Highlands region
- Improve access to VET for eligible students
- Increase awareness of VET offerings across the VET Cluster
- Continuously improve the quality of VET Programs delivered
- Improve post-school outcomes of VET students
- Improve provision to reflect students, participating schools and employer needs.

2022 Cluster Schools

- Ararat College
- Bacchus Marsh College
- Ballarat Christian College
- Ballarat Clarendon College
- Ballarat Grammar
- Ballarat High School
- Ballarat Specialist School
- Beaufort Secondary College
- Berry Street School
- Catholic Regional College Melton
- Damascus College
- Daylesford Secondary College
- DOTS (developing other talents and skills)
- Gisborne Secondary College
- Highview College
- Indie School
- Lake Bolac College
- Loreto College
- Marian College
- Maryborough Education Centre
- Melton Christian College
- Mercy Regional College
- Mount Clear College
- Mount Rowan Secondary College
- Phoenix P-12 Community College
- St Patrick's College
- Staughton College
- Woodman's Hill Secondary College
- Yuille Park Community College



VET Cluster Objectives

1. Improve access to VET for eligible students by providing VET Programs that individual schools may not be able to offer or by facilitating access to niche VET Programs for small cohorts
2. Operate in a spirit of collaboration and cooperation to support the learning needs of students seeking to access vocational education that cannot be met at an individual school
3. Increase awareness of VET offerings across the VET Cluster through inclusion in subject promotion/selection process
4. Continuously improve the quality of VET Programs delivered through the review of VET Programs
5. Provide opportunities to improve post-school outcomes of VET students
6. Build working relationships with key industry representatives to improve provision to reflect employer and regional employment needs
7. Ongoing collaboration with all VET Cluster providers to meet participating school deadlines for reporting requirements
8. Duty of care (safety) for all students must be adhered to with all parties supporting the students through their senior schooling certificate.

Registered Training Organisations (RTO)

The HLEN VET Cluster partners with the following RTOs:

- Australian Institute of Education and Training www.aiet.edu.au
- Ausdance VIC www.ausdance.org.au
- BGT Jobs and Training www.bgt.org.au
- Box Hill Institute www.boxhill.edu.au
- College of Sound and Music Production www.cosamp.com.au
- Federation TAFE www.federation.edu.au
- Melbourne City Institute of Education www.mcie.edu.au
- Skillinvest www.skillinvest.com.au

Your Trainers

Have lots of experience

Have studied for a Certificate IV in Training and Assessment or higher

May have a Certificate in what they are teaching you or a higher qualification

Are highly regarded in their industry

Are trained to teach ADULTS.

In the classroom your trainer:

- Expects you to attend every scheduled class
- Is under pressure to teach you everything within the time frame
- Treats their time 'like gold'
- Will train and assess you on the Units of Competency (subjects)
- Must keep evidence YOU have done the work
- Can assess you several ways
- Can give you two chances to pass the unit
- Will mark you as either Satisfactory/Not Satisfactory for each unit.



Guidelines for students

Assessment Process

There are many Units of Competency (UoC) that make up a qualification that students will be assessed against. All units must be passed as competent to receive a full qualification.

Students will receive an outline or description of each UoC. An explanation of the requirements to obtain competency will be explained during the VET Program, so students can be assessed. It is the students' responsibility that all assessments are submitted by the due date. All assessment tasks must be completed by the student.

REPORTS AND CERTIFICATES

All students studying a VET Cluster Program receive official written reports. These reports are written by the Program Teachers in Terms 2 and 4. All VET Cluster Program reports use the same template so they will always look different to your school reports.

When students have passed all units, certificates will be sent from the RTO directly to the student's school (which we also call 'home school') at the completion of the Program. Home schools will forward these certificates to students. Completed certificates may not be sent until the following year, in accordance with graduation processes from the various RTOs. Statements of Attainment, which list all units completed, will also be sent to the home school.

APPEALS PROCESS

If a student disagrees with the assessment process or the result issued, the student can formally appeal the decision. If this occurs, please contact the VET Coordinator at the home school.

SCORED ASSESSMENT

Scored Assessment (i.e. course assessed work, a final exam and study score) is available for some VET Programs including:

- Health, Community Services, Dance, Engineering, Equine, Furniture Making, Hospitality, Information Technology, Kitchen Operations, Screen and Media and Music (Sound Production).

PURPOSE OF ASSESSMENT

The assessment process involves the collecting of evidence by the Program Teacher of the students' skills and knowledge as to whether competency has been achieved for each VET unit.

This process is part of the requirement for achieving a qualification as specified in the State or National Training Package.

'There isn't a wrong way to go about learning - it's having a crack at something'

Dianne Semmens, Deputy Vice-Chancellor, Victoria University

Attendance

First year VET classes are held on Thursday afternoons, generally from 1:45pm to 5:00pm and some Friday mornings.

Second year classes are held on Tuesday afternoons from 1:45pm to 5:00pm. Classes generally have a 15 minute break.

In rare cases multiple classes, combined first and second year classes or venue constraints, will mean a change to these standard times.

If students leave their class early, they must provide the VET Program Teacher with a written note from their parent/carer/guardian and advise their home school.

On days where Year 10 or Year 11 exams have been scheduled, students must coordinate with their school teachers to have the exam moved to ensure they do not miss VET.

Students are expected to attend scheduled VET classes even when their home school may have student free days or their year level may be away on camp.

PUNCTUALITY

All students are expected to make their own way and to be on time to class. Students who arrive more than 10 minutes after the class has started will be marked as late; regular lateness may result in being refused entry into the classroom.

ABSENCES

Students absent from VET must notify both their home school and their VET Program teacher of an absence before or on the day of the absence. More than three absences may lead to the potential non-completion of a VET Program.

Reception staff at home schools are not responsible to notify the VET Program Teacher. This must be done by students.

Parents are not encouraged to call the home school/Program Teacher to advise their child's absence. It is the student's responsibility.

If a student leaves the VET Program whilst it is in progress, their attendance will be altered in the Database. This triggers an automatic communication to their nominated parent/carer and their home school.

Students must take responsibility with absences from VET classes and plan to catch up on work missed.

Classes

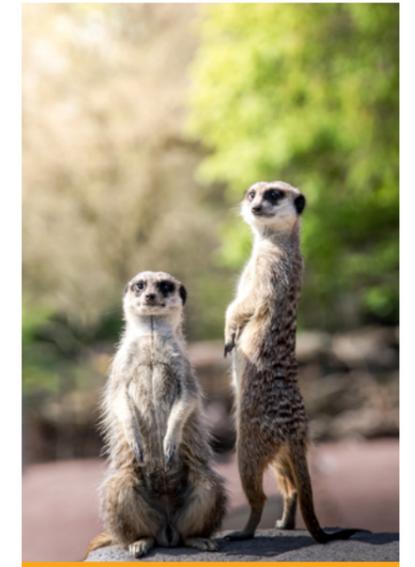
VET classes are longer than most school's timetabled classes. Generally most VET classes include a mix of theory and practical tasks. For most classes in First Year you learn about Health and Safety, a lot of theory and some practical. If you do not complete the Health and Safety unit, you may be asked to leave the program.

Everyone has the right to feel SAFE in their workplace.

In Second Year it is often more practical and less theory. You have to LEARN to do the task BEFORE you can do the task safely.

Tips on how to cope in class:

- Follow your VET Program Teachers instructions
- Check your phone during your break
- Bring food and drink to consume during the break
- Bring pen, paper and possibly a laptop to class
- Do all of your work and submit it by the due date.



Behaviour

Attitude and behaviour is to be of the highest standard while attending VET class, travelling to and from VET class, and during break times.

It is a requirement that all students abide by the VET Program Teacher's rules, the rules of the VET delivery venue and home schools' expectations.

This includes meeting occupational health and safety requirements in and out of the classroom.

Students are not permitted to leave their VET site for the duration of the VET class. Students are to take along drinks/snacks for consumption during break time. This includes classes held during the school holidays or on student free days.

TIP:

Treat the class like a long job interview. Your VET Program Teacher may agree to be a reference contact for your Resume.

More student guidelines

Catch up classes

Where necessary, students may be required to attend 'catch up' classes after school, during the school holidays or on the weekend. The student, parent and/or carers may be required to cover additional costs related to these classes, should they be applied.

Contacts

Any queries or concerns should be directed to the school VET Coordinator of the student's home school. During school holidays, the VET Cluster office may be of assistance. Please phone 03 43 444 150 or 0448 559 246.

Program teachers will also provide their contact details to their program students and school VET Co-ordinators.

Costs

All VET Programs offered through the Highlands LLEN VET Cluster attract costs. Through the clustering arrangements, these costs are kept to a minimum where possible. Program costs will vary according to the purchase of training hours, the materials required by students, trade materials, books and equipment required. The student's home school determines the costs. For more information about the VET fees policy, please contact your home school VET Coordinator.

Follow your School Requirements

Students must gain permission from their school to leave class early on VET days and accommodate travel time. Schools will notify students of the required process.

Students generally change into work clothes once they have left their home school.

Induction

Program teachers run induction sessions, for the following year of VET learning, in Term 4, face to face or online.

During the induction, the Program Teacher should provide the delivery timetable, expectations for their Program and their contact details (phone or email address) to students.

Program Changes

All details of VET Programs and delivery arrangements contained in this booklet are subject to change.

Student enrolment numbers

All Programs require minimum student numbers to proceed.

Study Time

Most participating schools assign 'catch up' study time to Year 11 and 12 students undertaking a VET Program. Students can check with their home school for details. An extra two hours of weekly study time may be required to complete tasks.

Student Support

If a student requires classroom support (Education Support staff) whilst at VET, they need to arrange it through their school. The RTO does not provide extra support to assist individual students.

Student Survey

At least once a year, students will be emailed a survey to complete to determine how they feel about their program. Student names will not be required. The summary of responses will be read by VET Cluster stakeholders so improvements can be made.

Transport

Students are expected to make their own way to and from their VET classes.

VET Delivered in Secondary Schools (VETDSS)

VET Delivered in Secondary Schools (VETDSS) Programs are VET Programs taught to secondary school students which is what the VET Cluster is all about.

Certificates II or III are taught at VETDSS level.

Withdrawing from Class

You have until the last week day in February to withdraw from the VET program, without penalty. Check with your school.

Your pathway

To find out more, speak with your school VET Coordinator or Careers or Pathways Advisor.

Which VET suits you?

How do I decide which VET Program is for me?

Think about what you are good at. You may have a specific talent and/or passion that you want to pursue, or you may just be curious.

Ask students who are already studying VET at your school. What do they like about their program? What don't they like about their program? Do they recommend this VET Program to other students?

Is there a VET Cluster Program that suits your interests? Take your time to read up about each program in this Program Guide.

GET VET Videos

Hear what VET students say is a three-minute video that takes students on a visual journey through a diverse range of VET programs. Listen to VET students talk about their experiences and outcomes. <https://bit.ly/2BqplQw>



Questions to ask yourself when choosing a VET program

What am I passionate about?

What are my strengths?

What career will allow me to follow my passion and enhance my strengths?

What job opportunities will there be in the future?

What qualification will set me on a pathway to get the job I want?

Will a VET Program work with my VCE studies?



'What is the best thing about your VET Program?'

'I'm learning cool stuff that I'm interested in'

'The respect for other people and their various personalities, beliefs, and backgrounds'

'Obtaining the certificate at the end'

'I enjoy doing more hands on things, practical tasks which help me improve on skills'

'The content'

'Making friends that are also interested in the same topic and learning new skills'

'Doing the prac'

'It is gaining me experience for a field/area that I want to study in the future'

'It sets you up for your future job, I will feel confident leaving'

'We meet new people and get to have conversations'

'The teacher'

'You can make new friends from other schools'

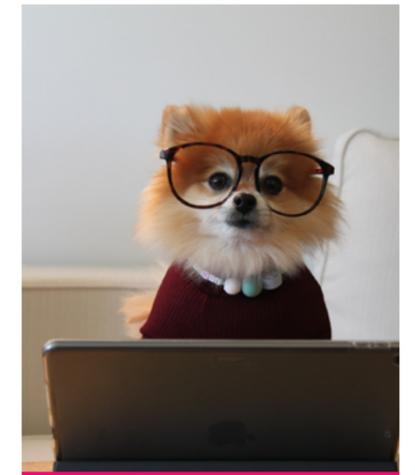
'Learning new things and know at the end I'll be doing what I love most in the real world'

(PAST VET STUDENTS)



How to register

1	COMMUNICATE WITH YOUR VET COORDINATOR		If you have any questions about VETDSS, ask your VET Coordinator. Your application needs school approval. You need to inform your VET Coordinator of the program you want to do and get their approval.
2	APPLY FOR A UNIQUE STUDENT IDENTIFIER (USI) NUMBER		If you haven't got one, you need to apply for one. Go to www.usi.gov.au Write down your number
3	READ ALL RELEVANT DOCUMENTS		With your parent/carer, go to www.highlandslen.org/page/vet-cluster/ Write down your password Read any relevant documentation, including the <i>Enrolment Information and Privacy Collection Notice</i> and <i>Informed Parental/Carer Consent Form</i>
4	FILL OUT YOUR EXPRESSION OF INTEREST (EOI)		On the same web page, locate 1st Year Applications and click on Apply Now You should see 'Submit Expression of Interest' Complete all details, including your <i>USI</i> . Select the 2023 Program of your choice. Your Year Level will be the year you are in for 2023. For example, if you are in Year 10 now (2022), select Year 11. Ensure all areas are completed, including <i>Confidential Medical Information</i>
5	GAIN PARENT CONSENT		Your parent/carer will need to provide a digital signature (typed) as a consent. Select the program you want (make sure you click on the program for 2023).
6	SUBMIT YOUR EXPRESSION OF INTEREST (EOI)		Click Submit . Note: Your EOI does not guarantee you a place in your chosen program.



What happens next?

The Highlands Local Learning & Employment Network (HLLLEN) will review each application, called Expression of Interest (EOI), following VET Cluster Protocol. If your EOI is successful, you will receive an email offering you a place. You/your parents **must accept the offer within seven days**. If this is not done, you may lose your place.

Programs are subject to student numbers. Low numbers can result in a program not running. High numbers can result in several classes running, when timetabling and staffing permit.

Additional requirements

Conditional offer

The placement offer may be conditional. For example, some programs may require you to attend an Interview/information session before you are officially enrolled into the program by the RTO/training provider. You will be advised if this is required.

Language, Literacy and Numeracy

Prior to commencement of Programs, the training provider/RTO will ask students to complete a Language, Literacy and Numeracy evaluation (LLN). You may be asked to do this BEFORE you can be formally accepted into the program. You will be advised if this is the case.

Induction

Once accepted into a program, wait to hear from your RTO (in Term 4) about an Induction and the opportunity to meet your trainer/s.

More information

Occupational Health and Safety (OH&S) Students are required to wear protective footwear and other protective items in class, as required under OH&S legislation. More information will be provided at commencement of each VET Program.

Venue and Timetable Students are expected to make their own way to and from their training venue. The location of classes may vary. A timetable will be released at the beginning of each semester before class starts. Excursions can be vital parts of programs.

Important dates

MONDAY 1 AUGUST 2022

Applications open for 2023 First Year Programs via an Expression of Interest (EOI) application from 9am.

MONDAY 15 AUGUST 2022

11.59pm – First round cut-off date/time*

TUESDAY 16 AUGUST 2022

From 9am to Friday 19 August 5pm, students and parents will receive an emailed offer of a place in the program.

Parents have seven days to accept the offer (via the Database) from date of offer. If acceptance is not received within the time frame, the offer will be withdrawn.

MONDAY 29 AUGUST 2022

Second round offers will be generated as required. Parents have seven days to accept the offer, via the Database.

**Students are encouraged to complete an Expression of Interest after Monday 15 August so they can be considered for Second Round place offerings from Monday 29 August, 2022.*

Agriculture



AHC20116 AGRICULTURE

What it is

Students who are keen on farming are attracted to this program. Students learn basic agricultural/farming concepts.

This qualification enables students to select a livestock production or cropping context as a job focus or, in the case of mixed farming enterprises, both.

Students do routine tasks under direct supervision. Even though they work a lot with others, they are accountable for their own work.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Participate in work health and safety processes AHCWHS201
- ✓ Operate tractors AHCMOM202
- ✓ Assist with soil or growing sampling and testing AHCSOL202
- ✓ Handle livestock using basic techniques AHCLSK205
- ✓ Participate in environmentally sustainable work practices AHCWRK209
- ✓ Carry out regular livestock observations AHCLSK204
- ✓ Monitor water supplies AHCLSK209
- ✓ Assist agricultural crop establishment AHCBAC201
- ✓ Care for health and welfare of livestock AHCLSK202

SECOND YEAR

- ✓ Install, maintain and repair fencing AHCINF202
- ✓ Operate quad bikes AHCMOM217
- ✓ Undertake operational maintenance of machinery AHCMOM204
- ✓ Apply chemicals under supervision AHCHM201
- ✓ Operate basic machinery and equipment AHCMOM203
- ✓ Participate in workplace communications AHCWRK205
- ✓ Work effectively in industry AHCWRK204
- ✓ Identify and mark livestock AHCLSK206
- ✓ Treat weeds AHCPMG201

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Mt Rowan Campus,
Rosehill Road, Mt Rowan

WHEN

1st Year
Thursday 1.00pm to 4.00pm

2nd Year
Tuesday 1.00pm to 4.00pm
5 full days for each year



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
Check with your school for more details.

Workplace recognition

1. Certificate II in Agriculture (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate III in Agriculture (AHC30116)
Certificate IV in Agriculture (AHC40116)
Diploma of Agriculture

Employment

Job roles vary across different industry sectors and may include:

- Assistant animal attendant or stock person
- Assistant farm or station hand
- Assistant farm or station worker
- Assistant farm or station labourer.

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/318a5Cr>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Allied Health Assistance



HLT33015 ALLIED HEALTH ASSISTANCE

What it is

This program provides students with the knowledge and skills that will enhance their employment prospects in the Health industry.

This qualification reflects the role of Allied Health Assistants who support allied health professionals under predetermined guidelines. Depending on the setting, work may include following treatment plans for therapeutic interventions and/or conducting programs under the regular direct, indirect or remote supervision of an allied health professional.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Communicate and work in health or community services CHCCOM005
- ✓ Comply with infection prevention and control policies and procedures HLTINF001
- ✓ Participate in workplace health and safety HLTWHS001
- ✓ Assist with movement CHCCS002
- ✓ Maintain high standard of service CHCCS010
- ✓ Respond effectively to behaviours of concern CHCCS020
- ✓ Work with diverse people CHCDIV001
- ✓ Assist with an allied health program HLTAHA001

SECOND YEAR

- ✓ Interpret and apply medical terminology appropriately BSBMED301
- ✓ Recognize healthy body systems HLTAAP001
- ✓ Take clinical measurements HLTHPS001

Note: Students must complete a minimum of 80 hours and a maximum of 100 hours of structured workplace learning (SWL) over the two years of the program.

Successful completion of all units and SWL entitles the student to receive the full Certificate III in Allied Health Assistance.

Who you learn from

YOUR INDUSTRY EXPERT

Melbourne City Institute of Education (MCIE)
RTO Code 22172

WHERE YOU LEARN

Level 1, 327 Sturt Street,
Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm

Two full days for each year
9.00am to 3.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate III in Allied Health Assistance
(once all units are satisfactorily completed and SWL placement hours achieved)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Completion of a Certificate III in Allied Health Assistance allows graduates to work in a Health setting such as hospitals, aged care facilities, rehabilitation clinics and community health centre settings. <https://ahpa.com.au/allied-health-professions/>

Learn more

Certificate IV in Allied Health Assistance HLT43015
Certificate IV in Operating Theatre Technical Support HLT47515
Diploma of Nursing HLT54115
Advanced Diploma of Nursing HLT64115

Employment

Completion of a Certificate III in Allied Health Assistance allows graduates to work in an Allied Health setting as a:

- Therapy Assistant
- Podiatry Assistant
- Physiotherapy Assistant
- Speech Pathology Assistant
- Occupational Therapy Assistant
- Allied Health Assistant

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3fBC6WF>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Animal Care



ACM20121 ANIMAL CARE

What it is

This qualification describes the skills and knowledge for entry level and support roles in the animal care and management industry, where workers provide care for animals in workplaces such as animal shelters, boarding/day care facilities, sanctuaries and veterinary clinics.

The work activities are routine, performed under supervision and within clearly defined guidelines.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Participate in workplace health & safety processes ACMWHS201
- ✓ Feed and water animals ACMGEN203
- ✓ Assist in health care of animals ACMGEN204
- ✓ Provide reception services for an animal care facility ACMGEN310
- ✓ Provide basic care of domestic cats ACMSPE317
- ✓ Participate in environmentally sustainable work practices ACMSUS201

SECOND YEAR

- ✓ Work in the animal care industry ACMGEN201
- ✓ Complete animal care hygiene routines ACMGEN202
- ✓ Apply communication skills BSBCMM211
- ✓ Provide general care of domestic dogs ACMSPE316
- ✓ Source and provide information for animal care needs ACMGEN205
- ✓ Provide enrichment for animals ACMBEH302

Who you learn from

YOUR INDUSTRY EXPERT

To be confirmed

WHERE YOU LEARN

Ballarat

WHEN

- 1st Year**
Thursday 1.45pm to 5.00pm
- 2nd Year**
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

1. Certificate II in Animal Care (once all units satisfactorily completed).
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Upon completion of the qualification, students will be prepared for entry-level employment in veterinary clinics, animal shelters, pet shops, companion animal services, or animal training services.

The course is a pathway to further study including a veterinary nursing career.

Learn more

- Certificate III in Animal Studies ACM30117
- Certificate III in Companion Animal Services ACM30417
- Certificate IV in Animal Behaviour and Training ACM40321
- Certificate IV in Veterinary Nursing ACM40418
- Diploma of Animal Technology ACM50119

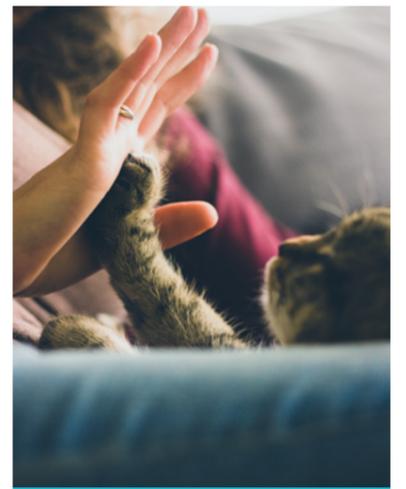
Employment

Possible career outcomes on completion are:

- Animal shelter assistant
- Pet shop assistant
- Animal service provider
- Kennel attendant
- Assistant dog groomer

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2ASe3En>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



FULL CERTIFICATE II

Applied Fashion Design and Technology



MST20616 APPLIED FASHION DESIGN AND TECHNOLOGY

What it is

The Applied Fashion Design and Technology program aims to provide students with the knowledge, skills, and competency that will enhance their training and employment prospects in the fashion design and textile production industry.

This program provides an introductory overview of skills that can be applied in the fashion industry. It includes skills in design and production of garments, millinery and the development of unique fashion and textile designs used in Indigenous Australian culture.

This qualification is designed to be applied in a highly supervised context, such as VET delivered to secondary students.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Work safely MSMWHS200
- ✓ Apply quality standards MSS402051
- ✓ Draw & interpret a basic sketch MSTCL2011
- ✓ Modify patterns to create basic styles MSTCL2010
- ✓ Sew components, complex tasks MSTCL2019
- ✓ Identify design process for fashion design MSTFD2005
- ✓ Use a sewing machine for fashion design MSTFD2006
- ✓ Design a simple garment MSTCL1001

SECOND YEAR

- ✓ Participate in environmentally sustainable work practices MSMENV272
- ✓ Operate computer technologies in TCF workplace MSTGN2014
- ✓ Perform test of inspection to check product quality MSTGN2020
- ✓ Identify fibres, fabrics and textiles to be used in the TCF MSTGN2013
- ✓ Design and produce a simple garment MSTFD2001

Note: TCF refers to textile, clothing and footwear

Who you learn from

YOUR INDUSTRY EXPERT

Box Hill Institute
RTO Code 4687

WHERE YOU LEARN

Ballarat Christian College, Corner
Yarrowee and Vickers St,
Sebastopol

WHEN

1st Year
Thursday 1.45pm to 5.00pm
2nd Year
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
Check with your school for more details.

Workplace recognition

1. Certificate II in Applied Fashion Design and Technology (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Samples of Programs include:

- Certificate III in Applied Fashion Design and Technology MST30819
- Certificate III in Millinery MST30316
- Certificate IV in Clothing Production MST40219
- Bachelor of Fashion Design
- Bachelor of Design

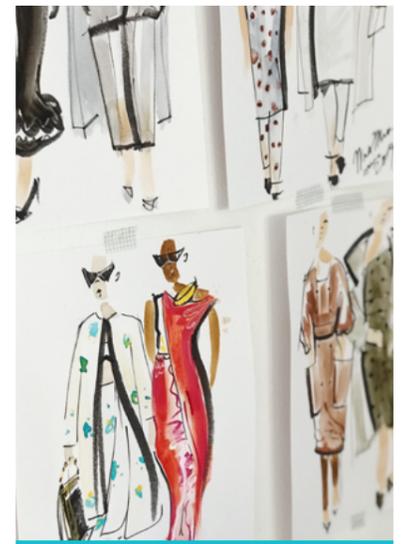
Employment

Job roles related to this qualification include:

- Fashion design assistant
- Production assistant
- Merchandising assistant
- Clothing technician
- Designer

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3ddRRBL>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Automotive



AUR20720 AUTOMOTIVE VOCATIONAL PREPARATION

What it is

Students who love cars and engines are attracted to this program.

Students learn tasks which relate to identifying and inspecting mechanical and electrical components and systems of light vehicles, heavy vehicles, outdoor power equipment, bicycles, marine craft and motorcycles.

This program also covers the skills and knowledge required to perform minor maintenance and repair of an automotive vehicle body.

This prepares students so they can be apprenticeship ready.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Follow safe working practices in an automotive workplace AURASA102
- ✓ Use and maintain tools and equipment in an automotive workplace AURTTK102
- ✓ Carry out basic vehicle service operations AURTTA127
- ✓ Identify automotive mechanical systems and components AURLTA101
- ✓ Remove and replace vehicle front suspension springs AURTTD006
- ✓ Follow environmental and sustainability best practice in an automotive workplace AURAEA002
- ✓ Identify automotive electrical systems and components AURETR103

SECOND YEAR

- ✓ Resolve routine problems in an automotive workplace AURAF104
- ✓ Communicate effectively in an automotive workplace AURAF103
- ✓ Dismantle and assemble multi-cylinder four stroke petrol engines AURTE008
- ✓ Dismantle and assemble single cylinder four stroke petrol engines AURTE007
- ✓ Remove and replace steering assemblies AURTTD007
- ✓ Set up and use welding equipment AURVTW0101

Subject to going on scope.

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Automotive workshop
Building I, (SMB Campus), Grant Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.30pm

2nd Year
Tuesday 1.45pm to 5.30pm
Four full days for both years



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
Check with your school for more details.

Workplace recognition

1. Certificate II in Automotive Vocational Preparation
(once all units are satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Students completing this program and wishing to enter an apprenticeship have experienced a high success rate of 80%.

Learn more

- Certificate III in Light Vehicle Mechanical Technology AUR30620
- Certificate III in Heavy Commercial Vehicle Mechanical Technology AUR31120
- Certificate IV in Automotive Mechanical Diagnosis AUR40216
- Certificate IV in Automotive Electrical Technology AUR40620
- Certificate IV in Motor Sport Technology AUR40320
- Diploma of Automotive Management AUR50116
- Diploma of Automotive Technology AUR50216

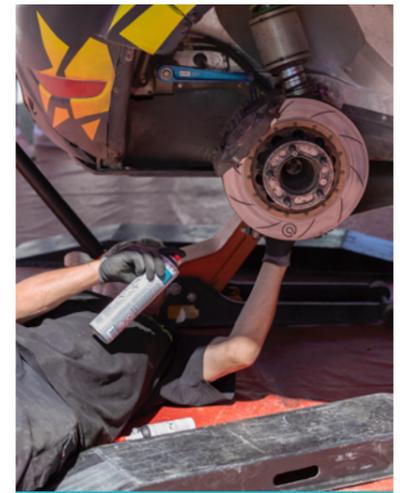
Employment

Job roles related to this qualification include:

- Trades assistant
- Vehicle service assistant
- Automotive service assistant
- Trainee service person
- Automotive trainee

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2zNx4Hy>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Building & Construction

22338VIC BUILDING & CONSTRUCTION (CARPENTRY STREAM)

What it is

This program aims to provide learners with basic industry specific skills and knowledge to enable transition into an apprenticeship within the building and construction industries at the Certificate III level.

This pre-apprenticeship course consists of a core of common cross sector units of competency that provide skills and knowledge in applying basic levelling procedures, carrying out basic measurements and calculations, communicating in the workplace, erecting and safely using working platforms, interpreting basic plans and drawings, preparing and applying for work in the construction industry, working effectively and sustainably in the construction industry and workplace safety practices onsite.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Prepare to work safely in the construction industry CPCCWHS1001
- ✓ Conduct Workplace Communications CPCCCM1014A
- ✓ Work effectively & sustainably in the construction industry CPCCCM1012A
- ✓ Identify and handle carpentry tools and equipment VU22022
- ✓ Interpret and apply basic plans and drawings VU22015
- ✓ Carry out measurements and calculations CPCCCM1015A

SECOND YEAR

- ✓ Perform basic setting out VU22023
- ✓ Apply basic levelling procedures CPCCCM2006
- ✓ Construct a basic sub-floor VU22024
- ✓ Construct basic wall frames VU22025
- ✓ Construct a basic roof frame VU22026
- ✓ Install basic external cladding VU22027



Who you learn from

YOUR INDUSTRY EXPERT

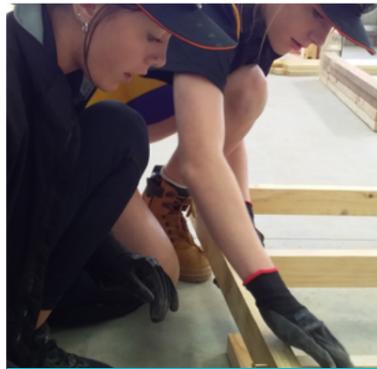
Federation University Australia
RTO code 4909

WHERE YOU LEARN

Building & Construction Training Centre, (SMB Campus), Grant Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm
2nd Year
Tuesday 1.45pm to 5.00pm
and one full day for 1st Year for CI Card



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

Statement of Attainment

(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Many graduates of the Certificate II Programs gain employment as apprentices within their chosen industry.

As an apprentice, students undertake a relevant Certificate III course and real life on the job training with an employer.

Many Certificate III graduates go on into further training including Certificate IV, Diploma and Degree level qualifications.

Learn more

Examples include:

Certificate III in Cabinet Making MSF31113

Certificate III in Carpentry CPC30220

Certificate IV in Building and Construction CPC40120

Diploma of Building and Construction CPC50210

Employment

Job roles related to this qualification include:

Carpenter

Building site manager

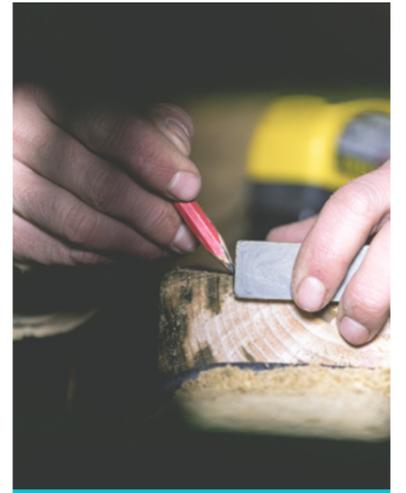
Foreman

Building inspector

Many students start up their own businesses and complete the cycle by becoming employers themselves.

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/37IN8H4>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.

Community Services



CHC32015 COMMUNITY SERVICES

What it is

This program attracts students who love working with and helping people.

Students have the opportunity to learn about the community services sector and explore different areas in this field of work. Work may include day-to-day support of individuals in community settings or support the implementation of specific community-based programs.

Skills will be developed in communication, working with diversity, workplace health and safety, administration support, and responding to clients.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Follow safe work practices for direct client care HLTWHS002
- ✓ Provide first point of contact CHCCOM001
- ✓ Communicate and work in health or community services CHCCOM005
- ✓ Work with diverse people CHCDIV001
- ✓ Identify and respond to children and young people at risk CHCPRT001
- ✓ Plan and apply time management BSBPEF202
- ✓ Promote Aboriginal and Torres Strait Islander cultural safety CHCDIV002
- ✓ Provide first aid HLTAID011
- ✓ Use communication to build relationships CHCCOM002

SECOND YEAR

- ✓ Work within a community development framework CHCCDE003
- ✓ Respond to client needs CHCCS016
- ✓ Implement participation and engagement strategies CHCCDE004
- ✓ Manage personal stressors in the work environment HLTWHS006

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Building S, (SMB Campus)
Grant Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate III in Community Services (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate IV in Community Services CHC42015
Diploma of Community Services CHC52015

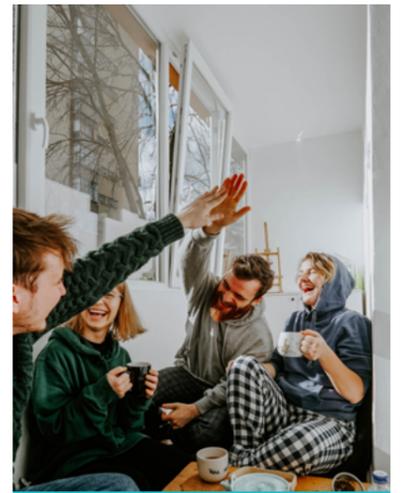
Employment

Job roles related to this qualification include:

- Residential Support Worker
- Community care worker
- Aboriginal Community Development Worker
- Weekend Recreational Activities Officer
- Welfare Support Worker
- Support Worker (Community Services)
- Recreational Activities Officer
- Neighbourhood Centre Worker
- Youth Worker
- Juvenile Justice Officer
- Youth Housing Support Worker
- Assistant Community Worker
- Youth Support Worker
- Accommodation Support Worker

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2Nd737s>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Dance



CUA20120 AND CUA30120 IN DANCE

What it is

1st year students enrol into CUA20120 Certificate II in Dance

This program reflects the role of individuals developing basic technical skills and knowledge to prepare for work in the live performance industry.

2nd year students enrol into CUA30120 Certificate III in Dance

This program reflects the role of individuals working as entry level dancers in the live performance industry. Students are expected to demonstrate application of foundational skills and knowledge for routine activities expected for dance and live performance contexts.

Note: Students will be required to attend a group audition to gain entry into this Program.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Develop basic dance technique CUADAN211
- ✓ Prepare for live performance CUAPRF211
- ✓ Follow safe dance practices CUAWHS111
- ✓ Develop basic level of physical fitness for dance performance CUAWHS211
- ✓ Work effectively with others BSBTWK201
- ✓ Develop basic jazz dance technique CUADAN213
- ✓ Develop basic contemporary dance technique CUADAN215

SECOND YEAR

- ✓ Incorporate artistic expression into basic dance performance CUADAN212
- ✓ Develop and apply creative arts industry knowledge CUAIN211
- ✓ Develop audition technique CUAPRF314
- ✓ Develop performance technique CUAPRF317
- ✓ Increase depth of jazz dance technique CUADAN315
- ✓ Increase depth of contemporary dance technique CUADAN318

Who you learn from

YOUR INDUSTRY EXPERT

Ausdance VIC
RTO Code 20949

WHERE YOU LEARN

Curtain Call Performing Arts Studio
209 Armstrong Street South,
Ballarat

WHEN

1st Year
Thursday 1.00pm to 4.00pm
2nd Year
Thursday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate
This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. CUA20120 Certificate II in Dance and CUA30120 Certificate III in Dance (once all units satisfactorily completed)
2. Statement of Attainment (List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate IV in Dance CUA440120
Certificate IV in Dance Teaching and Management CUA10320
Diploma of Dance Teaching and Management CUA50320
Diploma of Professional Dance (Elite Performance) CCUA51520

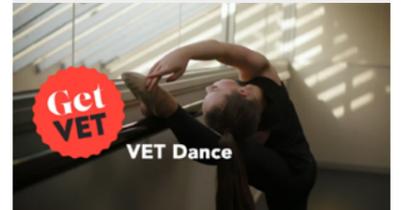
Employment

Job roles related to this qualification include:

- Dance teacher
- Dancer
- Performer
- Choreographer
- Dance therapist
- Dance critic

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3hEHb2p>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Early Childhood Education



CHC30121 EARLY CHILDHOOD EDUCATION AND CARE

What it is

This program is designed for students who are passionate about childhood education and are looking to further their education in the sector.

Students will develop skills in a variety of early childhood education and care areas including ensuring the health and safety of children, working within legal and ethical guidelines, using approved learning frameworks to guide practice and developing cultural competence.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Support inclusion and diversity CHCECE030
- ✓ Participate in workplace health and safety HLTWHS001
- ✓ Work effectively in children's education and care CHCECE056
- ✓ Meet legal and ethical obligations in children's education and care CHCECE055
- ✓ Work with diverse people CHCDIV001
- ✓ Provide first aid in an education and care setting HLTAID012

SECOND YEAR

- ✓ Use an approved learning framework to guide practice CHCECE34
- ✓ Support children to connect with the natural environment CHCECE037
- ✓ Observe children to inform practice CHCECE038
- ✓ Participate in sustainability work practices BSBSUS211

Note: For the satisfactory completion of assessments students are required to undertake structured workplace learning in a regulated early childhood education and care service. This will involve 70 hours of practical placement.

Who you learn from

YOUR INDUSTRY EXPERT

BGT Jobs and Training
RTO Code 3683

WHERE YOU LEARN

Training Room 5, Barkly Square,
25-39 Barkly Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm
2nd Year
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

Statement of Attainment (Partial Completion of CHC30121)
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Early childhood educators work in day care centres, family day care, pre-schools or kindergartens.

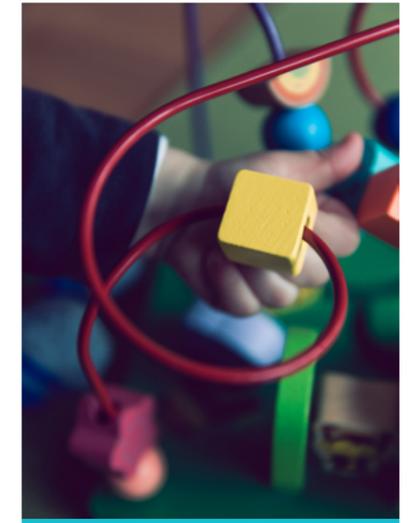
Learn more

Diploma of Early Childhood Education and Care CHC50121
Bachelor of Early Childhood Education
Bachelor of Education

Employment

Job roles related to this qualification include:

- Early childhood educator
- Early childhood education team leader
- Family day care worker
- Pre-school assistant
- Out of school hours care educator
- Centre Manager- Early Childhood Education and Care Services



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Electrotechnology



UEE22011 ELECTROTECHNOLOGY (CAREER START)

What it is

Electrotechnology is a science that deals with the practical application of electricity. This program offers students the opportunity to develop competencies for a work entry program providing grounding in safety and basic skills and knowledge for work in any electrotechnology discipline.

Students will develop a variety of skills including fabrication and assembly, using routine equipment and technologies, solving problems with D.C circuits as well as applying the best practice Occupational Health and Safety regulations to everyday work.

Acceptance into this program is subject to a Language, Literacy and Numeracy (LLN) review.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Apply occupational health and safety regulations, codes and practices in the workplace UEEENEE101A
- ✓ Fabricate, dismantle and assemble Electro technology components UEEENEE102A
- ✓ Fix and secure Electro technology equipment UEEENEE105A
- ✓ Carry out preparatory energy sector work activities UEEENEE122A
- ✓ Carry out routine work activities in an energy sector environment UEEENEE148A
- ✓ Identify and select components, accessories and materials for energy sector work activities UEEENEE179A

SECOND YEAR

- ✓ Solve problems in D.C circuits UEEENEE104A
- ✓ Use of routine equipment/plant/technologies in an energy sector environment UEEENEE141A
- ✓ Apply environmentally and sustainable procedures in the energy sector UEEENEE142A
- ✓ Attach cords and plugs to electrical equipment for connection to a single phase 230 Volt supply UEEENEP024A
- ✓ Provide cardiopulmonary resuscitation HLTAID001

UEE22020 new program code for 2023. Expected on scope October 2022.

Who you learn from

YOUR INDUSTRY EXPERT

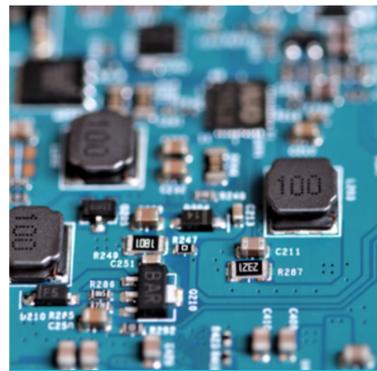
Federation University Australia
RTO code 4909

WHERE YOU LEARN

Building & Construction Training
Centre (SMB Campus),
Grant Street, Ballarat

WHEN

1st Year
Thursday 1.00pm to 6.00pm
2nd Year
Tuesday 1.00pm to 6.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

1. Certificate II in Electrotechnology-career start UEE22011 (once all units satisfactorily completed)
2. Statement of Attainment (List of the Units of Competency which have been successfully completed)

Your possible career/pathway

In the last five years, over 80% of graduating students have commenced employment within the sector as apprentices in Certificate III in Electrotechnology

Learn more

Certificate III in Electrotechnology Electrician (UEE30811)
Further studies also available

Employment

The program provides pathways in the following disciplines:

- Computer Systems
- Data and Voice Communications
- Electrical
- Electronic
- Instrument and Industrial Control
- Rail Signalling
- Refrigeration and Air Conditioning
- Renewable and Sustainable Energy.

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3eavlee>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Engineering



22470VIC ENGINEERING STUDIES

What it is

Engineering can be broadly described as the branch of science and technology concerned with the design, building, use of engines, machines and structures.

This program aims to instil positive perceptions of the engineering related industries. Students are introduced to a wide range of employment opportunities, career choices, study pathways and further training in the engineering, manufacturing and related industries.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Apply principles of occupational health and safety in work environment MEM13014A
- ✓ Apply basic fabrication techniques VU22332
- ✓ Use hand tools MEM18001C
- ✓ Use power tools/hand held operations MEM18002B
- ✓ Perform metal fabrication operations VU22336
- ✓ Report on a range of sectors in the manufacturing, engineering and related industries VU22329
- ✓ Select and interpret drawings and prepare three dimensional (3D) sketches and drawings VU22330
- ✓ Perform basic machining processes VU22331

SECOND YEAR

- ✓ Undertake a basic engineering project MEMPE006A
- ✓ Perform intermediate engineering computations VU22333
- ✓ Perform basic welding and thermal cutting processes to fabricate engineering structures VU22337

Who you learn from

YOUR INDUSTRY EXPERT

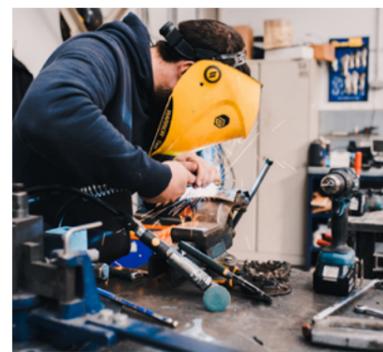
Federation University Australia
RTO code 4909

WHERE YOU LEARN

Manufacturing and Engineering Skills Centre (SMB Campus), Grant Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.30pm
2nd Year
Tuesday 1.45pm to 5.30pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

Scored assessment is available for this program.

Check with your school for more details

Workplace recognition

1. Certificate II in Engineering Studies (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Students completing this program and wishing to enter an apprenticeship have experienced a high success rate of 75%.

Learn more

Certificate III in Engineering- Fabrication Trade MEM30319

Certificate IV in Engineering MEM40119

Diploma of Engineering- Technical MEM50212

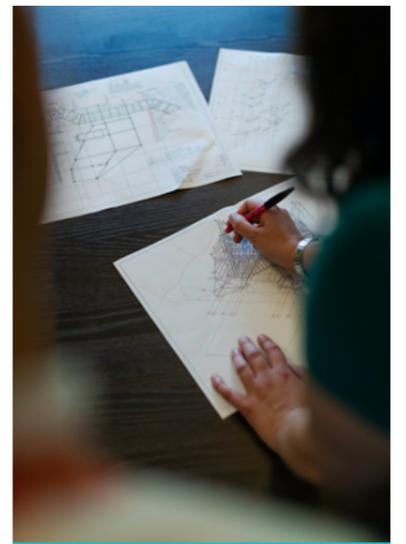
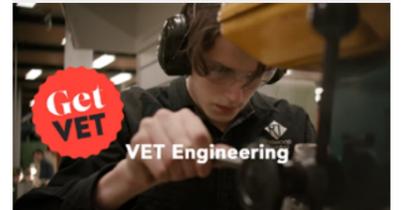
Employment

Job roles related to this qualification include:

- Manufacturing engineer
- Fitter and machinist
- Sheet metal worker
- Production welder
- Fabricator (light and heavy)

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2BmFAgS>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.





Equine Studies

22513VIC EQUINE STUDIES

What it is

Students who love horses are attracted to this program. This program aims to provide students with the knowledge, skills, and competency that will enhance their training and employment prospects in the equine or equine related industries.

This program can support a pathway to employment in different sectors of the equine industry in roles such as stable-hands or stud hands, or further study in a range of equine or equine related qualifications in horse breeding, sport or racing.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Handle horses safely ACMEQU202
- ✓ Apply knowledge of horse behaviour ACMEQU205
- ✓ Work effectively in an equine organization VU22681
- ✓ Identify equine anatomy VU22685
- ✓ Assist in the conduct and organization of an event in the equine industry VU22689
- ✓ Work safely in industries with horses ACMEQU201
- ✓ Assist in the preparation of a horse for an event VU22688
- ✓ Demonstrate basic horse riding or driving skills VU22687

SECOND YEAR

- ✓ Implement horse health and welfare practices VU22682
- ✓ Implement and monitor horse feeding programs VU22683
- ✓ Relate equine form to function VU22684
- ✓ Identify and describe equine physiology VU22685

Who you learn from

YOUR INDUSTRY EXPERT

Skillinvest
RTO Code 4192W

WHERE YOU LEARN

Skillinvest Training Room (Theory),
110 Lydiard Street North, Ballarat

Rosehill Road, Mt Rowan
OR Ballarat Pony Club,
Winter Road, Newington (Full days)

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm
2 full days each Term from
9.00am to 3.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate III in Equine Studies (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

There are many opportunities as outlined below. In addition, Skillinvest employs 300 apprentices and trainees through their group training operations.

Learn more

Programs include:

- Certificate III in Racing (Track Work Rider) RGR30518
- Certificate IV in Racing (Harness Race Driver) RGR40318
- Certificate IV in Horse Breeding RG40619
- Diploma of Equine Allied Health ACM50521
- Diploma of Equine Management ACM50421
- Bachelor of Equine Studies

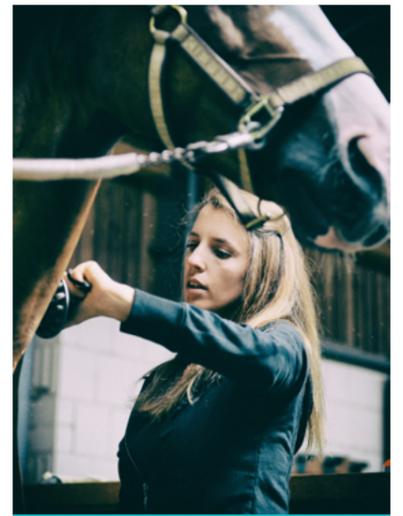
Employment

Job roles related to this qualification include:

- Stable hand
- Animal attendant
- Track rider
- Horse breeder, trainer or manager
- Veterinarian

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2ZOWyyu>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.





Furniture Making

MSF20516 FURNITURE MAKING PATHWAYS

What it is

This program is intended for students interested in exposure to a furniture making or related working environment with a view to entering into employment in that area.

This qualification delivers broad skills and knowledge in a range of furniture making tasks. Completion of the program gives students the experience to apply for apprenticeships, traineeships or general employment in a furniture manufacturing environment or related workplace.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Participate in environmentally sustainable work practices MSMENV272
- ✓ Demonstrate care and apply safe practices at work MSMPCI103
- ✓ Develop a career plan for the furnishing industry MSFFP2002
- ✓ Organise and communicate information MEM16006A
- ✓ Prepare surfaces MSFFP2003
- ✓ Join furnishing materials MSFFP2005
- ✓ Work in a team MSMSUP106
- ✓ Prepare to work safely in the construction industry CPCWHS1001
- ✓ Make simple timber joints MSFFP2006

SECOND YEAR

- ✓ Make measurements and calculations MSFGN2001
- ✓ Undertake a basic furniture making project MSFFP2001
- ✓ Use furniture making sector hand and power tools MSFFM2001
- ✓ Assemble furnishing components MSFFM2002

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Building R (SMB Campus),
Grant Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm
2nd Year (2024)
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

This program is a scored assessment.

Check with your school for more details.

Workplace recognition

1. Certificate II in Furniture Making Pathways (once all units satisfactorily completed)
2. Statement of Attainment (List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Future training and career pathways may include furniture maker, cabinet maker, kitchen and bathroom installer, flooring installer, upholsterer or furniture finisher.

Learn more

A variety of programs are available ranging from Certificate III to Bachelor Degrees.

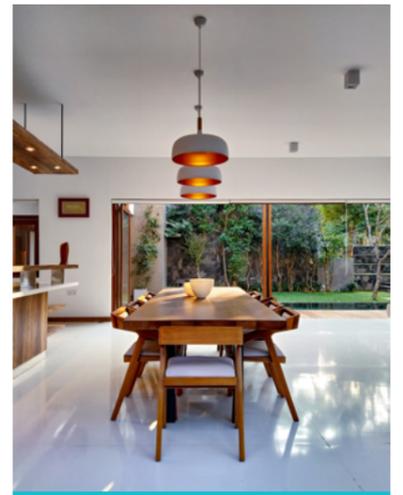
Employment

Pathways could lead to:

- Flooring Technology
- Glass and Glazing
- Interior Decoration Retail Services
- Picture Framing
- Upholstery
- Furniture Design and Technology
- Stained Glass and Leadlighting

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2BhmdpE>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Hospitality



SIT20316 HOSPITALITY

What it is

This program prepares students with a range of hospitality skills and basic knowledge to get started in the hospitality sector. Students are involved in mainly routine and repetitive tasks and work under direct supervision.

This qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Use hygienic practices for food safety SITXFSA001
- ✓ Work effectively with others BSBWOR203
- ✓ Participate in safe work practices SITXWHS001
- ✓ Communicate in the workplace BSBCMM201
- ✓ Source and use information on the hospitality industry SITHIND002
- ✓ Interact with customers SITXCCS003
- ✓ Show social and cultural sensitivity SITXCOM002
- ✓ Prepare and serve non-alcoholic beverages SITHFAB004
- ✓ Provide service to customers SITXCCS006

SECOND YEAR

- ✓ Use hospitality skills effectively SITHIND003
- ✓ Serve food and beverage SITHFAB007
- ✓ Prepare and serve espresso coffee SITHFAB005
- ✓ Provide advice on food SITHFAB016
- ✓ Process financial transactions SITXFIN001
- ✓ Provide responsible service of alcohol SITHFAB002 *Note: This unit has been approved by the Department of Education as it is vital to the job role. Tasting of alcohol is not part of the program.

2023 Program changes expected. Subject to going on scope.

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Prospects Restaurant
(SMB Campus),
Lydiard Street South, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm
Twelve 'Out of Hours' serving sessions for 2nd Year



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate II in Hospitality (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate III in Hospitality SIT30616
Certificate III in Commercial Cookery SIT30816
Certificate III in Patisserie SIT31016
Diploma of Hospitality Management SIT50416

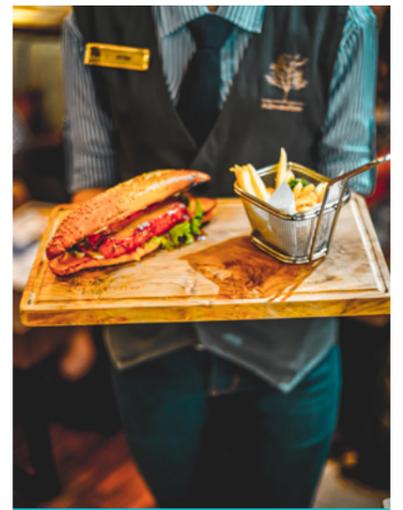
Employment

Possible job titles include:

- Bar attendant
- Café attendant
- Catering assistant
- Food and beverage attendant
- Front office assistant

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/318hr91>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Information Technology

ICT30120 IN INFORMATION TECHNOLOGY

What it is

The information technology (IT) industry has become one of the most robust industries in the world. IT, more than any other industry or economic facet, has an increased productivity, particularly in the developed world and therefore is a key driver of global economic growth, thus an excellent pathway for Secondary School students.

The Certificate III of Information Technology provides the skills and knowledge for a student to work with and manage information and communications technology (ICT) support in small-to-medium enterprises using a wide range of general ICT technologies.

Students will learn and apply a broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Develop and extend critical and creative thinking skills BSBCRT301
- ✓ Securely manage personally identifiable information and workplace information BSBXCS303
- ✓ Work in a team BSBXTW301
- ✓ Apply introductory programming techniques ICTPRG302
- ✓ Operate application software packages ICTICT214
- ✓ Connect internal hardware components ICTICT314

SECOND YEAR

- ✓ Maintain and repair ICT equipment and software ICTSAS309
- ✓ Provide basic system administration ICTSAS312
- ✓ Identify IP ethics and privacy policies in ICT environments ICTICT313
- ✓ Provide ICT advice to clients ICTSAS305
- ✓ Install configure and secure a small office or home office network ICTSAS310
- ✓ Create 3D digital animations CUAANM302

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Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Mt Helen Campus,
University Drive, Mount Helen

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm
Technical architect day at IBM
Industry Guest Speakers cover:
racing cars and DJing, Salesforce,
Neurodiversity in IT, IBM



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate III in Information Technology
(once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate IV in Information Technology (Networking) ICT40120
Diploma of Information Technology ICT50220

Employment

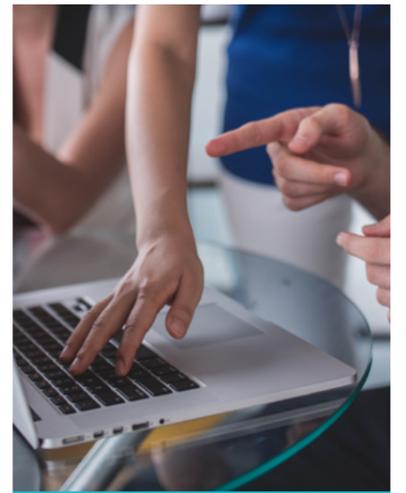
This qualification reflects the role of individuals who are competent in a range of Information and Communications Technology (ICT) roles, including animation, basic cloud computing, basic cyber awareness, digital media skills, generalist IT support services, networking, programming, systems and web development.

Possible job titles include:

- Data entry operator
- Database system administrator
- Computer retail and servicing
- Software designer
- Computer games programmer
- Computer technician
- IT/Network manager

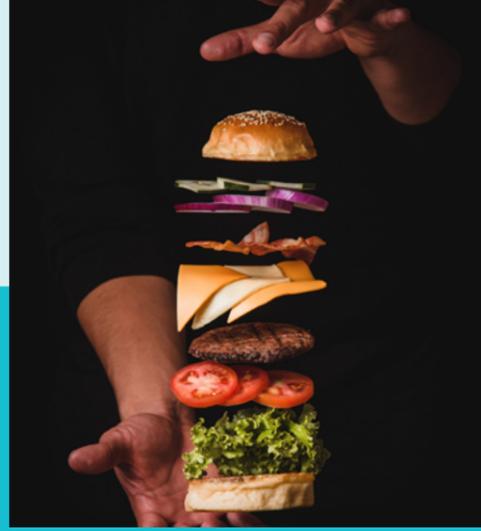
What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3edK4Fe>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.

Kitchen Operations



SIT20416 KITCHEN OPERATIONS

What it is

This program provides the skills and knowledge specific to a 'back of house' role, working in a kitchen.

Students learn a defined and limited range of food preparation and cookery skills to prepare food and menu items.

They are involved in mainly routine and repetitive tasks and work under direct supervision.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Work effectively with others BSBWOR203
 - ✓ Use food preparation equipment SITHCCC001
 - ✓ Prepare dishes using basic methods of cookery SITHCCC005
 - ✓ Clean kitchen premises and equipment SITHKOP001
 - ✓ Maintain the quality of perishable items SITXFA001
 - ✓ Participate in safe work practices SITXWHS001
 - ✓ Use hygienic practices for food safety SITXFA001
 - ✓ Source and use information on the hospitality industry SITHIND002
 - ✓ Participate in environmentally sustainable work practices BSBSUS201
- or
- ✓ Prepare and present simple dishes SITHCCC002

SECOND YEAR

- ✓ Prepare appetisers and salads SITHCCC006
- ✓ Prepare stocks, sauces and soups SITHCCC007
- ✓ Prepare vegetables, fruit, egg and farinaceous dishes SITHCCC008
- ✓ Use cookery skills effectively SITHCCC011
- ✓ Prepare poultry dishes SITHCCC012

Who you learn from

YOUR INDUSTRY EXPERTS

Federation University Australia,
RTO code 4909 &
Melbourne City Institute of
Education (MCIE) RTO Code 22172

WHERE YOU LEARN

Commercial kitchens in Ballarat

WHEN

1st Year
Thursday 1.30pm to 6.30pm

2nd Year
Tuesday 1.30pm to 6.30pm and
12 complete service periods to be
completed in industry in 2nd Year



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate II in Kitchen Operations (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

This qualification provides a pathway to work in kitchen operations in organisations such as restaurants, hotels, catering operations, clubs, pubs, cafés, coffee shops and institutions such as aged care facilities, hospitals and schools.

Learn more

- Certificate III in Commercial Cookery SIT30816
- Certificate III in Patisserie SIT31016
- Certificate III in Hospitality SIT30616
- Diploma of Hospitality Management SIT50416

Employment

Possible job titles include:

- Breakfast cook
- Catering assistant
- Fast food cook
- Sandwich hand
- Takeaway cook

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/318hr91>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Music (Sound Production)



CUA30920 MUSIC - SOUND PRODUCTION

What it is

This program provides a broad overview of the music industry which provides students with the knowledge, skills, and competency to enhance their employment prospects in the music and creative arts industries.

Students communicate with live performers and learn the practical skills and knowledge to record, mix and edit sound sources.

Students record a basic music demo and mix it in a studio environment.

Students connect with the music industry and mix the sound for professional and school based musicians (bands/soloists) in local music venues, churches and online.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Implement copyright arrangements CUACMP311
- ✓ Work effectively in the music industry CUAIND313
- ✓ Plan a career in the creative arts industry CUAIND314
- ✓ Develop basic audio skills and knowledge CUASOU211
- ✓ Perform basic sound editing CUASOU212
- ✓ Compile and replay audio material CUASOU302

SECOND YEAR

- ✓ Operate sound reinforcement systems CUASOU306
- ✓ Install and disassemble audio equipment CUASOU308
- ✓ Mix music in studio environments CUASOU321
- ✓ Record and mix basic music demos CUASOU317
- ✓ Manage audio input sources CUASOU412

Who you learn from

YOUR INDUSTRY EXPERT

College of Sound and Music Production (COSAMP)

RTO Code 41549

WHERE YOU LEARN

Media Studio, Mount Clear College,
59 Olympic Avenue, Mount Clear

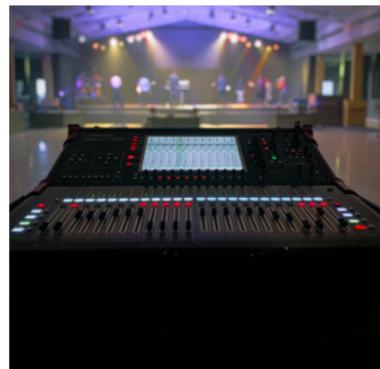
WHEN

1st Year

Tuesday 1.45pm to 5.00pm

2nd Year

Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

This program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate III in Music (Sound Production)
(Once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate IV in Live Production and Technical Services CUA40420

Diploma of Music CUA50820

Advanced Diploma of Music CUA60520

Bachelor of Music (Audio)

Employment

The job roles that relate to this qualification may include:

- Assistant sound technician
- Assistant music/band manager
- Musician
- Sound assistant
- Road crew
- Music engineer
- Live mixer



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Outdoor Recreation



SIS20419 OUTDOOR RECREATION - ONE YEAR OF LEARNING

What it is

This program introduces students to a range of outdoor recreation environments including open water, bushland and mountainous terrains. Students are taught essential technical and facilitation skills under the direct supervision and guidance of experienced leaders.

This program's duration is for one year.

What you learn

You learn from the following subjects (Units of Competency):

- ✓ Participate in workplace health and safety HLTWHS001
- ✓ Assist in conducting outdoor recreation sessions SISOFD001
- ✓ Minimise environmental impact SISOFD002
- ✓ Maintain sport, fitness and recreation industry knowledge SIXIND002
- ✓ Respond to emergency situations SISXEMR001
- ✓ Abseil single pitches using fundamental skills SISOABS001
- ✓ Top rope climb single pitches, artificial surfaces SISOCLM001
- ✓ Bushwalk in tracked environments SISOBWG001
- ✓ Surf small waves using basic manoeuvres SISOSRF001
- ✓ Provide first aid HLTAID011
- ✓ Ride bicycles on roads and pathways, easy conditions SISOCYT002

Subject to going on scope.



Who you learn from

YOUR INDUSTRY EXPERT

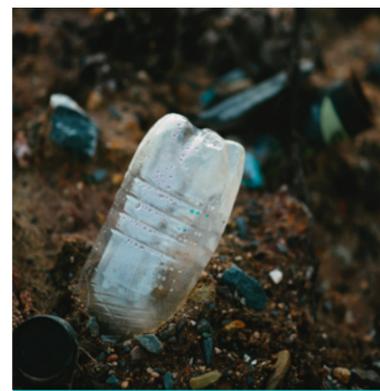
Federation University Australia
RTO code 4909

WHERE YOU LEARN

Federation University, SMB
Campus and a variety of other recreational locations.

WHEN

Thursday 1.45pm to 5.00pm
Approximately an average of three full day deliveries per term, however these will not be evenly spread & times will vary depending on activity.



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate .
Recognition of up to three VCE VET units at Units 1 and 2 level. Check with your school for more details .

Workplace recognition

1. Certificate II in Outdoor Recreation (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Students will learn skills to support them to work in outdoor and indoor recreation environments, adventure learning centres or camps.

The combined skills and knowledge provided by this qualification do include leadership experience, so further training is recommended.

Learn more

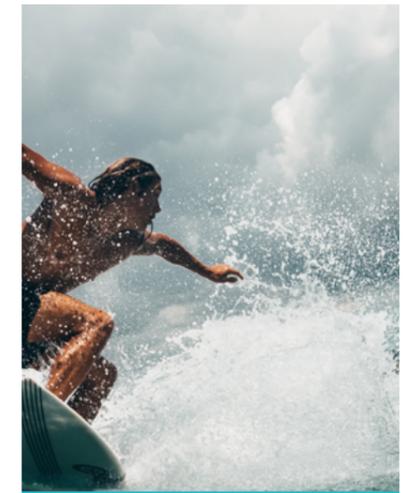
- Certificate III in Outdoor Leadership SIS30619
- Certificate III in Aquatics and Community Recreation SIS31015
- Certificate IV in Outdoor Leadership SIS40621
- Diploma of Outdoor Leadership SIS50421
- Bachelor of Outdoor and Environmental Education

Employment

Student can seek work for any type of organisation that delivers outdoor recreation activities including commercial, not-for-profit and government organisations.

Possible job titles include:

- YMCA assistant
- Outdoor activity assistant
- Pool assistant
- Camp/recreation assistant



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Plumbing



22569VIC PLUMBING (PRE-APPRENTICESHIP)

What it is

The Certificate II in Plumbing (Pre-apprenticeship) will prepare graduates with the skills and knowledge for entry into an apprenticeship (Certificate III in Plumbing) in one of the various sectors of the plumbing industry.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Apply WHS requirements, policies and procedures in the construction industry CPCCWHS2001
- ✓ Prepare to work safely in the construction industry (CI card) CPCCWHS1001
- ✓ Use and apply basic levelling equipment for plumbing VU23052
- ✓ Use basic plumbing hand tools VU23054
- ✓ Use basic power tools VU23055
- ✓ Use plumbing pipes, fittings and fixtures to simulate plumbing installations VU23056
- ✓ Fabricate simple plumbing pipe systems VU23048
- ✓ Apply basic sheet metal practices VU23046

SECOND YEAR

- ✓ Carry out interactive workplace communication CPCPCM2039A
- ✓ Perform basic oxy-acetylene welding and cutting VU23050
- ✓ Prepare to work in the plumbing industry VU23051
- ✓ Identify career pathways in the plumbing industry VU23049
- ✓ Cut and penetrate building material and structures VU23047
- ✓ Produce technical drawings CUAACD303
- ✓ Carry out measurements and calculations CPCCM1015
- ✓ Use basic electric welding equipment and techniques VU23053
- ✓ Read and interpret plans and specifications CPCCM2001

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Building and Construction Training
Centre (SMB Campus),
Grant Street, Ballarat

WHEN

1st Year
Thursday 8.00am to 12.00pm

2nd Year
Thursday 1.00pm to 5.00pm
One Full Day in 1st Year



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.
Check with your school for more details.

Workplace recognition

Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Apprenticeship

Learn more

Certificate III in Plumbing CPC32413
Six specialist streams: Water, Sanitary, Drainage, Mechanical services, Roofing and Gas services.

Employment

You may choose to work for a major construction company, for a boutique building group or even for yourself one day.

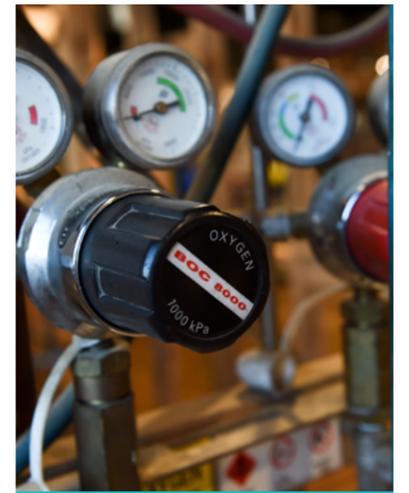
Possible job titles include:

- Plumber
- Gasfitter
- Roof plumber
- Plumber and drainer

Many students start up their own businesses and complete the cycle by becoming employers themselves.

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/2BmGp9s>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.

Retail Cosmetics



SHB20116 RETAIL COSMETICS

What it is

Students who love make-up are attracted to this program.

This program will prepare students to enter retail sales in the beauty industry. Students complete tasks to sell and demonstrate beauty or cosmetic products. They follow known routines and procedures and work under direct supervision.

This qualification provides a pathway to work as a retail sales consultant in any business that sells beauty or cosmetic products and services. This can include beauty and hairdressing salons, retail outlets and department stores.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Contribute to health and safety of self and others BSBWHS201
- ✓ Advise on beauty products and services SHBBCCS001
- ✓ Design and apply make-up SHBBMUP002
- ✓ Conduct salon financial transactions SHBXCCS001
- ✓ Communicate as part of a salon team SHBXIND002
- ✓ Organise personal work requirements SIRXIND003
- ✓ Research and apply beauty industry information SHBBRES001

SECOND YEAR

- ✓ Comply with organisational requirements within a personal services environment SHBXIND001
- ✓ Use social media tools for collaboration and engagement ICTWEB201
- ✓ Produce visual merchandise display SIRRMER001
- ✓ Receive and handle retail stock SIRRINV001
- ✓ Design and apply make up for photography SHBBMUP003
- ✓ Recommend products and services SHBXCCS004
- ✓ Sell to the retail customer SIRXSL001
- ✓ Design and apply remedial camouflage make-up SHBBMUP004

SHB20121 new program code for 2023. Expected on scope soon.

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Unistyle Salon (SMB Campus) Level 1, P Building, Lydiard Street South, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm

Four compulsory days, two days in Term 2 holidays and two days in Term 3 holidays (9.00am to 4.30pm)



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

1. Certificate II in Retail Cosmetics
(once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

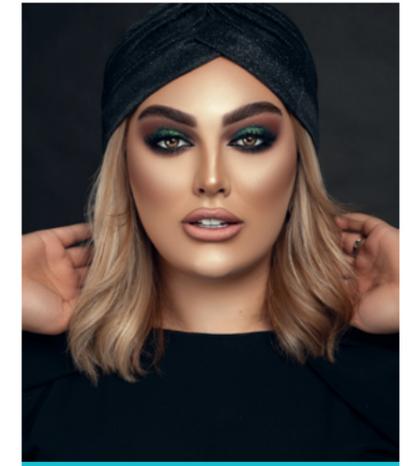
Learn more

Certificate III in Beauty Services SHB30121
Certificate III in Make-Up SHB30221
Certificate IV in Beauty Therapy SHB40121
Diploma of Beauty Therapy SHB50121

Employment

Possible job titles include:

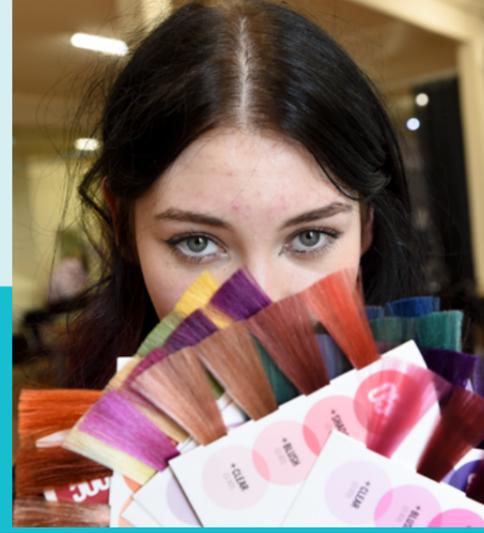
- Retail sales assistant
- Beauty therapist
- Make-up artist
- Aromatherapist
- Retail sales manager



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Salon Assistant



SHB20216 SALON ASSISTANT

What it is

This program provides a pathway into a hairdressing apprenticeship.

Students develop basic skills and knowledge to assist with client services in the hair and beauty industry.

Routine and repetitive tasks are completed under direct supervision and with guidance from hairdressers who manage the client service.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Contribute to health and safety of self and others BSBWHS201
- ✓ Maintain and organise tools, equipment and work areas SHBHIND001
- ✓ Provide shampoo and basin services SHBBAS001
- ✓ Dry hair to shape SHBHDES001
- ✓ Provide head, neck and shoulder massages for relaxation SHBBAS002
- ✓ Greet and prepare clients for salon services SHBXCCS003
- ✓ Apply hair colour products SHBHCLS001

SECOND YEAR

- ✓ Comply with organisational requirements within a personal service environment SHBXIND001
- ✓ Produce visual merchandising displays SIRRMER001
- ✓ Braid hair SHBHDES002
- ✓ Conduct salon financial transactions SHBXCCS001
- ✓ Recommend products and services SHBXCCS004
- ✓ Communicate as part of a team SHBXIND002

Who you learn from

YOUR INDUSTRY EXPERT

Federation University Australia
RTO code 4909

WHERE YOU LEARN

Unistyle Salon (SMB Campus),
Lydiard Street North, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate. Check with your school for more details.

Workplace recognition

1. Certificate II in Salon Assistant (once all units satisfactorily completed)
2. Statement of Attainment
(List of the Units of Competency which have been successfully completed)

Your possible career/pathway

The combined skills and knowledge do not provide for a job outcome as a hairdresser. This qualification is intended to prepare individuals for further training.

Learn more

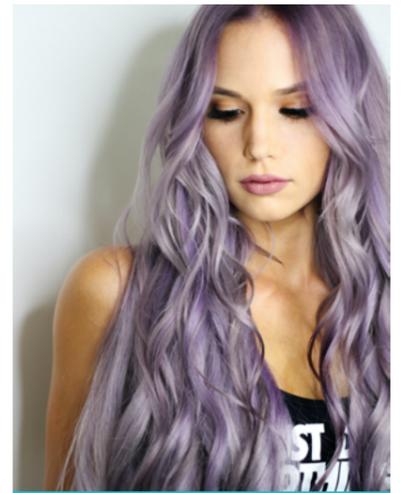
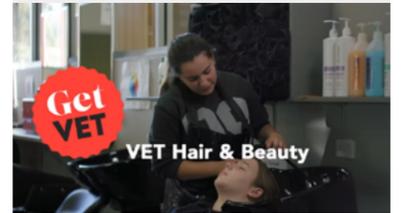
- Hairdressing Apprenticeship
- Certificate III in Hairdressing SHB30416
- Certificate III in Barbering SHB30516
- Certificate IV in Hairdressing SHB40216
- Diploma of Salon Management SHB50216

Employment

- Possible job titles include:
- Salon assistant
 - Hairdresser
 - Beauty therapist
 - Retail sales assistant/manager

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/37FTjeQ>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.



Screen & Media

CUA20220 CREATIVE INDUSTRIES & CUA31020 SCREEN & MEDIA

What it is

Students complete Certificate II in Creative Industries CUA20220 in 1st Year and Certificate III in Screen and Media CUA31020 in 2nd Year.

Students learn the skills and knowledge to work in different creative environments mainly focusing on multimedia, gaming and media industries.

What you learn

You learn from the following subjects (Units of Competency):

FIRST YEAR

- ✓ Apply work health and safety practices CUAWHS312
- ✓ Develop digital imaging skills CUADIG212
- ✓ Develop and apply thinking and problem-solving skills BSBCRT201
- ✓ Maintain interactive content CUADIG211
- ✓ Follow a design process CUADES201
- ✓ Develop and apply creative arts industry knowledge CUAIND211
- ✓ Perform basic vision and sound editing CUAPOS211
- ✓ Operate digital media technology packages ICTICT215
- ✓ Develop drawing skills to communicate ideas CUAACD201
- ✓ Work effectively with others BSBTWK201

SECOND YEAR

- ✓ Write content for a range of media CUAWRT301
- ✓ Author interactive sequences CUADIG312
- ✓ Explore and apply the creative design process to 2D forms CUADES302
- ✓ Create visual design components CUADIG304
- ✓ Create 2D digital animations CUAANM301
- ✓ Apply work health and safety practices CUAWHS312
- ✓ Apply critical thinking skills in a team environment BSBCRT311
- ✓ Work effectively in the creative arts industry CUAIND311
- ✓ Develop drawing skills to communicate ideas CUAACD201
- ✓ Maintain interactive content CUAACD201
- ✓ Follow a design process BSBDES201



Who you learn from

YOUR INDUSTRY EXPERT

Australian Institution of Education and Training (AIET)

RTO Code 121314.

WHERE YOU LEARN

Loreto College,
1600 Sturt Street, Ballarat

WHEN

1st Year
Thursday 1.45pm to 5.00pm

2nd Year
Tuesday 1.45pm to 5.00pm



What you get

Upon successful completion of the program, students are eligible to obtain:

School recognition

Credit/Unit eligibility towards your relevant Senior Secondary Certificate.

The 2nd Year program is a scored assessment. Check with your school for more details.

Workplace recognition

1. Certificate II in Creative Industries and Certificate III in Screen and Media (once all units satisfactorily completed)
2. Statement of Attainment (List of the Units of Competency which have been successfully completed)

Your possible career/pathway

Learn more

Certificate IV in Screen and Media CUA41220

Diploma of Screen and Media CUA51020

Advanced Diploma of Screen and Media CUA60620

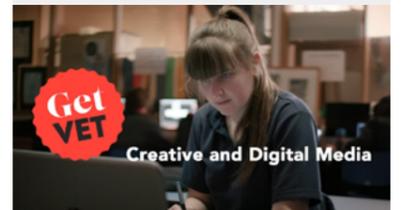
Employment

Certificate II in Creative Industries - The job roles that relate to this qualification may include Production Assistant (Film and Television), Junior Production Crew, Trainee Production Crew and Radio Production Assistant.

Certificate III in Screen and Media - The job roles that relate to this qualification may include editing assistant, content creator, assistant sound technician, assistant audio visual technician, assistant radio producer, podcast producer, community radio producer, community radio presenter, junior animator, camera assistant and technical production assistant.

What the program looks/sounds like

Watch a **Get VET** video of a student explaining the program, by accessing <https://bit.ly/3d9B5ne>



Note: Program commencement subject to enrolment numbers. Units of Competency are subject to change. Check with your school VET Coordinator regarding costs and if this program is suitable for you. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals. All details are accurate at the time of publication.





Structured Workplace Learning (SWL)

What is SWL?

Structured Workplace Learning (SWL) is a dynamic program that offers students (mainly Year 11 and 12) the opportunity to gain work placement in local businesses or industry.

The goal of SWL is to increase on-the-job experience for young people and connect them with local employers.

SWL Portal

The SWL Portal is an easy to use site that lists current placement opportunities in the Highlands Region.

Schools (Careers or Pathways Advisors) and students can explore available opportunities which are being added to the Portal on a regular basis, so be sure to keep checking for updates.

www.workplacements.education.vic.gov.au

How SWL links with VET Programs

SWL is on-the-job training during which a student is expected to master a set of skills or competencies related to their VET program.

Many VET programs include opportunities for students to participate in SWL.

Host employers supervise and instruct the students as they practise and extend the industry skills they have learned in their VET programs.

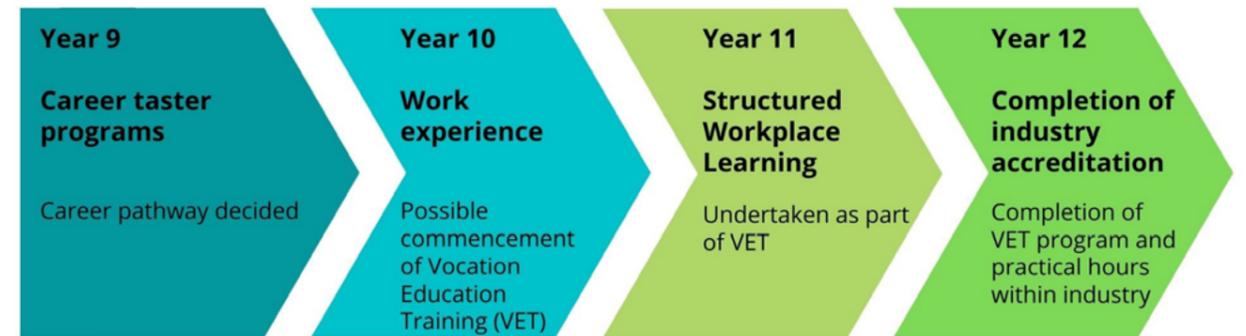
For further information refer to <https://workplacements.education.vic.gov.au/guides/student/>

SWL benefits for students and employers

SWL is not compulsory for the majority of VET programs, as we navigate our way through COVID. For some programs it is a requirement as part of an assessment. Students will be advised of this. We encourage all students to take the opportunity to learn in a real workplace.

Benefits to students

- Develop an understanding of the expectations of employers
- Opportunity to learn in a real industry setting
- Experience of participating in an adult environment
- Determine if the industry is suitable as a career option
- Understand how theory in class is applied at a workplace
- Gain vocational skills and competencies (a requirement of some VET programs)
- Acquire transferable skills which can relate to any workplace such as communication, team work and problem solving.



"I learnt how to study independently, to problem solve and work well as a team.

I now travel Australia installing and programming robotic and automation machinery.

Pay is great and the job is both mentally and physically challenging."

Ben Marshall, Industrial Technician (Phoenix P-12 Community College)

Benefits for employers

- Contribute to the development of young people
- Influence the training that students receive before they join the workforce
- Develop the skills of existing employees involved in training students
- Promote the industry as a career to young people
- Build closer relationships with schools and the local business community
- Meet young people they can potentially offer apprenticeships to, or employ.

When a student goes into the workplace, the employer can expect:

- Contact from the VET Program Teacher, who will advise the type of activities the student may undertake in the workplace, to meet required learning outcomes
- The student will have a diary/SWL journal which records the tasks undertaken during the work placement and hours of work undertaken
- The student will be prepared for the placement and understand what is expected during the placement
- The student will follow the workplace regulations, along with co-workers.
- The student is keen to learn and appreciates the opportunity
- To be advised who to contact should any problems arise with the placement
- To appoint a workplace mentor or supervisor to regularly check on the student's progress and complete and sign the student's diary/SWL journal.

SWL VET requirements

- SWL agreement forms are signed by students, parent/carer/guardian, work placement employer and the School Principal, PRIOR to each SWL commencing
- Students are expected to accept start and finish times, dress code and other conditions for each SWL placement
- Students need to ensure that their diary or SWL journal is taken and completed each day of each SWL placement
- Students are to contact their school VET Coordinator with any queries, concerns or absences relating to SWL.





106 – 110 Lydiard Street South, Ballarat Central, 3350
PO BOX 583

Call (03) 4344 4155

Email admin@highlandslen.org

Visit www.highlandslen.org

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VET CLUSTER

 www.facebook.com/VETCluster/

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