

Wimmera Southern Mallee VET Cluster



Course Handbook

2020

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This Handbook has been compiled by the Wimmera Southern Mallee VET Cluster Coordinator.

VET Cluster coordination services are provided by Wimmera Southern Mallee LLEN (www.llen.com.au)

Information contained in this document has been sourced from The Department of Education and Training, the Victorian Curriculum and Assessment Authority , Federation University, Longerenong College, Skillinvest, Horsham College and Centre for Participation. Information was correct at the time of publishing.

VET stands for Vocational Educational and Training. VET programs can be undertaken as part of secondary school studies. VET programs offer students nationally or state recognised vocational certificates, which are endorsed for recognition in both the Victorian Certificate of Education (VCE) and the Victorian Certificate of Applied Learning (VCAL) from the Victorian Curriculum and Assessment Authority (VCAA). Students enrolled in VET may also combine study and employment through School Based Apprenticeships and Traineeships which allow students to do an apprenticeship or traineeship while they undertake their VCE or VCAL.

Wimmera Southern Mallee (WSM) VET Cluster

The WSM VET Cluster is a partnership between 17 senior secondary education providers (member schools) within the region and the Wimmera Southern Mallee Local Learning and Employment Network (WSMLLEN). Participating members are from all education sectors; government, catholic and independent. We also have participation from students in non-cluster member schools from other regions where space permits.

Training is delivered by Federation University (Horsham Campus), Longerenong College, Skillinvest, Centre for Participation and Horsham College.

Participating Member Schools:

- Ararat College
- Balmoral Community College
- Birchip P-12 School
- Dimboola Memorial Secondary College
- Edenhope College
- Goroke P-12 College
- Holy Trinity Lutheran College, Horsham
- Hopetoun P-12 College
- Horsham College
- Horsham Special School
- Kaniva College
- Murtoa College
- Nhill College
- Rainbow P-12 College
- Stawell Secondary College
- St Brigid's College, Horsham
- Warracknabeal Secondary College

The WSM VET Cluster is coordinated by Wimmera Southern Mallee LLEN. (WSMLLEN)

A VET in Schools Program is usually made up of VET units of competency delivered by a registered training organisation (e.g. TAFE), the students' home school or other schools within the Wimmera Southern Mallee region.

Entry Level

VET programs are available to Year 10, 11 & 12 students, but students must have their school's approval to enrol.

Is there much reading, writing or maths involved in VET?

Some VET courses require a high level of literacy and/or numeracy. While VET programs incorporate hands-on training, they also include theory based training designed to support practical skills. Students who have low levels of literacy and/or numeracy may find it difficult to successfully complete certain VET courses. If a student is eligible for funding to provide education support at their school, the school must ensure the ES also accompanies the student when they attend VET classes.

VET increases students' learning potential by:

- Broadening VCE/VCAL options
- Assisting in transition from school to work
- Multiplying post-school opportunities and employment prospects
- Providing the opportunity to trial a career and helping students explore possible areas of interest which promote further study and work choices
- Allowing students to develop strong links with industry and local community employers, i.e. students may be offered part-time/casual work
- Developing students' capacity to cooperate, work in a team, make decisions, problem solve and develop leadership skills
- Helping students to gain confidence, communication, skills and knowledge of employers' expectations in a real adult working environment
- Fostering positive feedback by enabling students to demonstrate specific skills and competency

VET gives national or state qualification and skills

Upon successful completion of the program, students are awarded a nationally or state accredited vocational training Certificate or Statement of Attainment.

VET qualifications may articulate directly into further education and training at TAFE through documented pathway agreements.

VET provides access to a range of different technologies related to the type and place of work.

How does VET fit in with my school certificate?

VCAL – VET programs contribute by providing credit towards the Work Related Skills and Industry Specific strands within the VCAL. One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum.

VCE – some VET programs are approved by the Victorian Curriculum and Assessment Authority (VCAA) and can provide credit towards the student's ATAR via either scored assessment or a 10% increment (see below).

Scored Assessment – courses that offer scored assessment will contribute directly to the student's ATAR either as one of the primary four studies, or as a fifth or sixth study. Students undertaking scored assessment as part of their VET course will be assessed via school-assessed coursework and an end-of-year examination set by the VCAA. Students must be registered for scored assessment with their RTO.

10% Increment – where a VCAA approved course does not offer scored assessment but does include a Units 3 & 4 sequence, the student is eligible to receive an increment of 10% of their average primary four ATAR subject scores if they successfully complete the Units 3 & 4 sequence.

Block Credit Recognition – For VET courses not approved by the VCAA, students will be eligible for credit towards their VCE for successful completion of units of competency/modules within their VET subject. For every 90 nominal hours of study completed, students will be eligible for a unit of credit at:

- VCE Units 1 and 2 level for modules completed at Certificate II level
- VCE Units 3 and 4 level for modules completed at Certificate III level.

Details of the credit provided by each course towards VCAL and VCE is included in the course information on the course pages.

This handbook outlines a selection of VET programs available to students at member schools for 2020.

Read the requirements of your selected program carefully.

Please note the printed arrangements regarding times, venues and course outlines are subject to change and will be confirmed before the commencement of the course.

VET Application Process

There are five steps in applying for a VET course

Step 1

Read the handbook and course requirements carefully. If unsure about the options, students should consult with their VET Coordinator, Careers Advisor or MIPS Coordinator at their school.

Step 2

Attend Try VET Day

Step 3

Fill out your enrolment forms. Enrolments for 2020 close Friday 20 September 2019.

All students must submit their completed and signed enrolment forms to their school VET Coordinator prior to this date. Students who submit their forms late may be unable to complete a VET subject in 2020.

Step 4

Students will be notified of a place in the VET program early in Term 4, 2020.

Step 5

Attend Induction Day on Wednesday 30 October 2020 as additional information will be provided regarding your chosen program. Some Registered Training organisations will conduct pre-training reviews and language, literacy and numeracy assessments.

VET Course Requirements

Students enrolling in a VET program through the WSM VET Cluster will be required to complete a Code of Conduct and Medical Forms. Further to this, additional course requirements set out by the WSM VET Cluster must be adhered to. It is important that parents and students take time to read the following course requirements before submitting an enrolment form.

1. Absences

Students are required to notify their school VET Coordinator of their absence in advance.

2. Punctuality

All students are expected to arrive on time to class. Non-adherence to set class times will be reported to the student's home school.

3. Work Requirements

All tasks as assigned by the program teacher are to be completed by the due date. Refer to the Registered Training Organisation's policies in relation to resitting of assessments.

4. Unique Student Identifier (USI)

All students doing nationally recognised training need to have a Unique Student Identifier (USI). This includes students doing Vocational Education Training (VET) in schools.

A USI is a reference number made up of numbers and letters. Creating a USI is free. It creates a secure online record of your nationally recognised training that you can access anytime and anywhere, and it's yours for life.

The USI is linked to the National Vocational Education and Training (VET) Data Collection, and this means an individual's nationally recognised training and qualifications gained anywhere in Australia, from different training organisations, will be kept all together.

The USI will:

- link a student's VET achievements, regardless of where in Australia they did the course
- let students easily access secure digital transcripts of their achievements (transcripts will be available from January 2016)
- give students more control over their VET information.
- Application or a USI is done online, by going to www.usi.gov.au.

5. Program Costs

Courses may attract fees for materials, books and equipment. Costs will vary according to the materials required by students.

*** Please Note:** program costs in this handbook are subject to change.

6. Reports

All students undertaking a VET program will receive official written progress reports. These reports are issued by the respective training providers for each program and supplied to the students' home school. Parents will receive a copy of these reports in term two and four. Completed certificates or statements of attainment will be sent directly to students' home school at the completion of the program.

7. Student behaviour

Currently, there are approximately 300 students undertaking VET programs through the WSM VET Cluster. To ensure the success, continuity and availability of VET programs to all students, it is imperative that students abide by the program teachers' rules and the policies and procedures of the host school or registered training organisation whenever they are on site. This includes meeting Occupational Health and Safety requirements in and out of the classroom. Attitude and behaviour are to be at a high standard.

8. Withdrawal from a VET program

VET programs are successful because students are able to access programs offered by member schools. It should be noted by students and parents that failure to abide by the above course requirements may result in a student being withdrawn from a program.

9. Course changes

Please note: All course details and delivery arrangements contained in this booklet are subject to change.

All courses require minimum student numbers to proceed. For further information on VET programs, please refer to the Victorian Curriculum and Assessment Authority website:

www.vcaa.vic.edu.au/vet

10. Victorian Training Guarantee

If you are enrolled at a school, you will not be able to receive a government-subsidised training place for a course through the Victorian Training Guarantee, unless you are undertaking the course as part of a School-Based Apprenticeship or Traineeship. The Government supports schools in other ways to offer vocational training to their students, so you should discuss all your options with your school. <http://www.education.vic.gov.au/training/learners/vet/Pages/fundingfaq.aspx>

11. Access & Equity

WSM VET Cluster is committed to the goals of access and equity and aims to provide opportunities for VET students, VET program and WSM VET Cluster staff that foster fairness, equity, and respect for social and cultural diversity that is free from discrimination, harassment and vilification.

Structure Workplace Learning

Structured Workplace Learning is a key feature of VET programs. Although it may not be a requirement in order to complete every course, all students are encouraged to complete a minimum of one week (40 hours) work placement in a related industry. This will enhance their learning and prospects of attaining an apprenticeship or entry into further training.

Structured Workplace Learning may involve an employer accepting a student on a one day a week basis or a one-week block.

Structured Workplace Learning enables the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will undertake tasks to build on their skills and knowledge and complete a log book of tasks undertaken.

If a student is having difficulties finding a structured work placement, WSMLLEN will offer assistance, through the VET Cluster, to source a suitable placement. SWL placements are listed online via the SWL portal. See page 25 for more information.

It is the responsibility of the student however, to ensure that all paperwork associated with structured work placements are completed and returned in a timely fashion. Students will need to meet the work placement requirements of the course to the best of their abilities.

Benefits of workplace learning

- Practical skill development
- Builds employer contacts
- Improves confidence in the workplace
- Development of personal skills and maturity
- Preparation for entering the workforce
- Adds relevant work experience to resume
- Opportunity to obtain an industry based reference
- Exposure to workplace dynamics
- Opportunity to learn about industry practices and procedures
- Allows skills and knowledge obtained in the classroom to be applied in the work environment

SWL recognition is available for students who undertake SWL in an industry aligned to the VCE VET program they are enrolled in. SWL recognition is also available for students undertaking a school-based apprenticeship or traineeship (SBAT). In order to receive VCE or VCAL credit students need to maintain and complete their Workplace Learning Record (WLR). WLRs are available for download on the relevant [VCE VET programs](#) page.

National Qualification Levels



How can parents help their teenager?

- Speak to them about their interests, study areas, career goals and plans for past school years
- Encourage them to speak to people you know in your network - friends, family, work colleagues, etc about work opportunities
- Help them to prepare themselves for the professional workforce by talking to them about your experiences
- Ensure they attend the placement preparation workshops being run in their home schools

For more information please contact:

VET Cluster Coordinator

Ph: 03 5381 0122, E: vet@llen.com.au

Structured Workplace Learning is a key feature of VET programs. All students are encouraged to complete a minimum of one week (40 hours) work placement in a related industry, however, the number of hours will vary depending on the course. This will enhance their learning and prospects of attaining an apprenticeship or entry into further training.

Structured Workplace Learning may involve an employer accepting a student on a one-day-a-week basis or a one-week block.

Structured Workplace Learning enables the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will undertake tasks to build on their skills and knowledge and complete a log book of tasks undertaken.

The SWL online portal lists local and state-wide work placement opportunities. Students can search the portal by region, industry or course to find an appropriate work placement.

For local Wimmera and Southern Mallee opportunities please visit <http://workplacements.education.vic.gov.au/llens/wsmlen/>. Select 'share with your teacher' when you find an appropriate opportunity and your teacher can match you to the position before you arrange to attend an interview.

<http://www.workplacements.education.vic.gov.au/llens/wsmlen/>



HOME SEARCH GUIDES VIDEOS LLENS ABOUT US CONTACT US

Local Learning and Employment Network (LLEN)

Wimmera Southern Mallee Local Learning & Employment Network

Wimmera Southern Mallee LLEN supports student work placements in the local government areas of Horsham, Hindmarsh, West Wimmera and Yarriambiack.



Wimmera Southern Mallee LLEN helps school students undertaking VET as part of their VCE and VCAL studies, including School-based Apprenticeships and Traineeships (SBATs), to access Structured Workplace Learning (SWL) placements in industry and business. We have contacts with employers in retail, agriculture, hospitality and other sectors.



Search for a work placement online
Local and state-wide opportunities available

SEARCH WITHIN LLEN REGION

Any Industry...

Any Course...

Optional: Keyword

☒ SWL ☐ SBAT

Search Now

Parents of VET students!

Does your child have a USI Number

Important

Every VET student must have a Unique Student Identifier (USI) Number to enrol in a course and to obtain their qualification or certificate.

- A USI number is kept for life and you cannot create another one.
- Make sure you write down, print or take a screen shot of your USI.
- It is not easy to retrieve your lost USI so we recommend keeping a backup copy in a safe place at home.

ID required

Your child will need at least 1 or preferably 2 forms of identification



Please make sure your child has their USI with them on the first day of their VET course.



- Your child must have a USI to enrol on the first day of VET classes
- A USI is free and easy to create online
- To create a USI, your child should go online to www.usi.gov.au and follow the steps outlined.



STATE
SCHOOLS'
RELIEF

*Confidence
to connect*

Boots shown for illustrative
purposes only

State Schools' Relief now providing VET in Schools **Work Boots**

State Schools' Relief now provide leather safety work boots to students enrolled in VET in Schools (VETis) programs.

Without the right footwear disadvantaged students are unable to participate in their VETis studies. State Schools' Relief now provide these work boots to assist student to remain in school.

This opportunity is available to any student based on the normal assessment of student need conducted in your school. Boots are provided directly from State Schools' Relief at **no cost to students, parents or schools.**

Boots are made to Australian Standard (AS2210.3 class 1), comprising of a composite safety toe and a sole resistant to most oils, acids and chemicals. **Available in black or camel.**

Applications can be made now by your welfare team through our online application portal www.ssr.net.au/schools

1/8 Johnston Court Dandenong, VIC, 3175

Phone: (03) 8769 8400

Web: www.ssr.net.au



*Confidence
to connect*



Education
and Training

State Schools' Relief acknowledges the
support of the Victorian Government

AHC20116 – CERTIFICATE II IN AGRICULTURE



COURSE SUMMARY

The Certificate II in Agriculture aims to equip students with experience, knowledge and skills that will enhance employment prospects in a range of rural industries including intensive animal production, broad-acre cropping, grazing and agribusiness. Furthermore, the course provides a foundation for further study in agriculture through several pathways including apprenticeships, full time, part time and online options. Participants will develop skills in a range of areas including safety, machinery operation, fencing, welding, agronomy, farm chemicals and livestock husbandry.

PROGRAM STRUCTURE

Delivered over 2 years

VENUE

Longerenong College

DAYS/HOURS

Every second Wednesday 9.30am to 3.00pm

RTO CONTACT

Nick Wachsmann (03) 53622260
nick.wachsmann@longy.com.au

SCORED ASSESSMENT AVAILABLE

No.

This training is delivered with Victorian and Commonwealth funding. Individuals with a range of abilities and backgrounds are encouraged to apply.

CONTRIBUTIONS TOWARDS VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

CONTRIBUTION TOWARDS VCE

Students will be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence.

ATAR CONTRIBUTION

Students who receive a Units 3 and 4 sequence will be eligible for an increment towards their ATAR (10% of the average of the primary four scaled studies).

WORK PLACEMENT

A minimum of 200 hours work placement is required, normally completed on alternate Wednesdays when attendance at Longerenong College is not required.

MATERIALS FEE

To be paid by the student:

\$125.00 (first year)

\$110.00 (second year)

CLOTHING / EQUIPMENT

Closed boots and appropriate clothing for weather required.

POTENTIAL CAREER PATHS (WITH OR WITHOUT FURTHER STUDY)

- Farm hand or Feedlot assistant
- Shearing shed hand or rouseabout
- Farm machinery operator/contractor
- Fencing contractor

POTENTIAL CAREER PATHS (FURTHER STUDY LIKELY TO BE REQUIRED)

- Farm overseer/manager
- Agronomist or Livestock agent
- Precision Agriculture consultant
- Agribusiness professional, Rural merchandiser or marketing specialist
- Agricultural research assistant or Scientist

POTENTIAL STUDY OPTIONS/CAREER PATHS (GENERAL OR IN SPECIALISED FIELDS)

- Certificate III/IV (apprenticeship or full time study)
- Diploma of Agronomy (full or part time or online)
- Diploma of Agribusiness
- Advanced Diploma of Agribusiness management
- Degree and post graduate study

FIRST YEAR UNITS

AHCOHS201	Participate in OHS processes
AHCBAC202	Assist agricultural crop maintenance
AHCINF202	Install, maintain and repair fencing
AHCLSK205	Handle livestock using basic techniques
AHCINF204	Fabricate & repair metal or plastic structures
AHCLSK209	Monitor water supplies
AHCMOM204	Undertake operational maintenance of machinery
AHCPRK203	Move and handle pigs
AHCWOL201	Pen sheep
HLTFA201B	Provide basic emergency life support

SECOND YEAR UNITS

AHCWRK204	Work effectively in the industry
AHCWRK209	Participate in environmentally sustainable work practices
AHCCHM201	Apply chemicals under supervision
AHCBAC201	Assist agricultural crop establishment
AHCBAC204	Prepare grain storages
AHCLSK211	Provide feed for livestock
AHCMOM202	Operate tractors
AHCMOM212	Operate quad bikes
AHCPCM201	Recognise Plants
AHCWOL203	Carry out wool pressing
AHCWRK201	Observe and report on weather

** Unit selection is a sample only and should be discussed with your training provider to successfully customise a package to meet industry needs.

ARARAT

5/56 High Street
Ararat VIC 3377
t (03) 5352 9811

BAIRNSDALE

Level 1/912 Aplin Street
Bairnsdale VIC 3875
t (03) 335 006

BALLARAT

110 Lyndell Street Nth
Ballarat VIC 3306
t (03) 9392 4500

DANDENONG

390 Thomas Street, PO Box 234
Dandenong VIC 3175
t (03) 336 008

DONALD

67 Meadows Street
Donald VIC 3440
t (03) 5497 7821

HORSHAM

15-17 Bambrook Road, PO Box 930
Horsham VIC 3420
t (03) 5367 6600



AUR20716 - Certificate II in Automotive Vocational Preparation

COURSE SUMMARY

The Certificate II in Automotive Vocational Preparation is a work ready pre-employment program designed to meet the needs of students wishing to pursue a career in the automotive industry. This program aims to enable students to develop a defined range of skills appropriate to entry level positions in the automotive industry and to apply known solutions to a limited range of predictable problems associated with an understanding of basic automotive technologies.

PROGRAM STRUCTURE

Delivered over two years

VENUE

Automotive Training Workshop
Longerenong College

DAYS/HOURS

Wednesdays 9.30am to 3.30pm

RTO CONTACT

Ian Westhead (03) 5381 6200
ian.westhead@skillinvest.com.au

WORK PLACEMENT

A minimum of 40 hours work placement is recommended.

SCORED ASSESSMENT AVAILABLE

No

CONTRIBUTION TOWARDS VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

CONTRIBUTION TOWARDS VCE

Students will be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence.

ATAR CONTRIBUTION

Students who receive a Units 3 and 4 sequence will be eligible for an increment towards their ATAR (10% of the average of the primary four scaled studies).

This training is delivered with Victorian and Commonwealth funding. Individuals with a range of abilities and backgrounds are encouraged to apply.





AUR20716 - Certificate II in Automotive Vocational Preparation

POTENTIAL CAREER PATHS

Light Vehicle Mechanic
Heavy Vehicle Mechanic
Earthmoving and Mobile Plant
Automotive Electrician
Motorcycle Mechanic

MATERIALS FEE

Refer to the Fees & Charges link on the Skillinvest website (www.skillinvest.com.au)

POSSIBLE STUDY PATHWAYS

Certificate III (apprenticeship)
Certificate IV (post trade)
Diploma

CLOTHING / EQUIPMENT

Safety boots required
No singlets

FIRST YEAR

AURAEA002	Follow environmental and sustainability best practice in an automotive workplace
AURASA002	Follow safe working practices in an automotive workplace
AURETR003	Identify automotive electrical systems and components
AURLTA001	Identify automotive mechanical systems and components
AURTTK002	Use and maintain tools and equipment in an automotive workplace
AURTTA027	Carry out basic vehicle servicing
AURTTB007	Remove and replace brake assemblies
AURTTJ003	Remove and replace wheel and tyre assembly

SECOND YEAR

AURAF003	Communicate effectively in an automotive workplace
AURAF004	Resolve routine problems in an automotive workplace
AUMAF001	Apply for jobs and undertake job interviews
AURAF009	Carry out research into automotive industry
AURETK001	Identify, select and use low voltage electrical test equipment
AURETR046	Remove and refit vehicle batteries
AURETR047	Recharge vehicle batteries
AURETR048	Construct and test basic electronic circuits
AURTTE007	Dismantle and assemble single cylinder four-stroke petrol engines
AURTTA004	Inspect and service engines



CARPENTRY

22338VIC - Certificate II in Building and Construction

COURSE SUMMARY

The outcomes of the qualification will enable the participant to develop skills in the following areas:

- safe handling of selected hand and power tools
- interpreting workplace documents and plans
- performing building related calculations
- communicating effectively in the workplace
- researching pathways and job opportunities in the construction industry
- safety requirements on a work site
- components of building structures
- basic quality principles in the construction industry
- awareness of building codes and standards

PROGRAM STRUCTURE

Delivered over two years

VENUE

Building Training Workshop
Longerenong College

DAYS/HOURS

Wednesdays 9.30am to 3.30pm

This training is delivered with Victorian and Commonwealth funding. Individuals with a range of abilities and backgrounds are encouraged to apply.



WORK PLACEMENT

A minimum of 40 hours work placement is recommended.

SCORED ASSESSMENT AVAILABLE

No

CONTRIBUTION TOWARDS VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

CONTRIBUTION TOWARDS VCE

Students will be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence.

ATAR CONTRIBUTION

Students who receive a Units 3 and 4 sequence will be eligible for an increment towards their ATAR (10% of the average of the primary four scaled studies).

RTO CONTACT

Ian Westhead (03) 5381 6200
ian.westhead@skillinvest.com.au



22338VIC - Certificate II in Building and Construction

POTENTIAL CAREER PATHS

Builder
Building Site Manager
Building Inspector
Landscaper

MATERIALS FEE

Refer to the Fees & Charges link on the Skillinvest website (www.skillinvest.com.au)

POSSIBLE STUDY PATHWAYS

Carpentry Apprenticeship
Architecture
Building Engineering
Interior Design

CLOTHING / EQUIPMENT

Safety boots required
No singlets

CORE UNITS

CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry
HLTAID002	Provide basic emergency life support
CPCCWHS1001	Prepare to work safely in the construction industry
VU22014	Prepare for work in the building and construction industry
VU22015	Interpret and apply basic plans and drawings
CPCCCM1015A	Carry out measurements and calculations
CPCCCM2006	Apply basic levelling procedures
CPCCCM1012A	Work effectively and sustainably in the construction industry
CPCCCM1014A	Conduct workplace communication

ELECTIVE UNITS

VU22022	Identify and handle carpentry tools and equipment
VU22023	Perform basic setting out
VU22016	Erect and safely use working platforms
VU22030	Carry out basic demolition for timber structures
VU22024	Construct basic sub-floor
VU22031	Construct basic formwork for concreting
VU22025	Construct basic wall frames
VU22026	Construct a basic roof frame
VU22027	Install basic external cladding
VU22028	Install basic windows and door frames
VU22029	Install interior fixings

Course Code CHC32015

(Including Units from CHC22015, Certificate II in Community Services)

The VET Community Services program gives students the opportunity to gain both theoretical knowledge and practical skills. It allows them to demonstrate competency in a range of areas and prepares them to work in various settings within the Community Services industry. The knowledge and skills gained will help students to decide on future pathways and study options.

Program structure

Units 1 and 2

Units 1 and 2 comprises 9 units of competency: five compulsory units and four elective units. On successful completion of Units 1 and 2, students will be eligible for the award of CHC22015 Certificate II in Community Services.

Units 3 and 4

It is recommended that students complete Units 1 and 2 with a minimum of 9 units of competency (five core and four electives) prior to undertaking Units 3 and 4.

Units 3 and 4 comprises three core units selected from CHC32015 Certificate III in Community Services.

On successful completion of Units 3 and 4, students will be eligible for:

- a statement of attainment towards the completion of CHC32015 Certificate III in Community Services
- a VCE Units 3 and 4 sequence.

VCE VET Unit entitlement

Students who complete Units 1 and 2 of CHC32015 Certificate III in Community Services (incorporating CHC22015 Certificate II in Community Services) will be eligible for up to the three units of credit towards their VCE at Units 1 and 2 level.

Students who complete the scored compulsory units in Units 3 and 4 of CHC32015 Certificate III in Community Services will be eligible for a Units 3 and 4 sequence.

Students who are able to undertake further training to complete CHC32015 Certificate III in Community Services may be eligible for further credit at Units 3 and 4 level.

Assessment

Students completing VET Community Services programs can receive a study score that contributes to their ATAR. This score is calculated through the coursework assessment completed throughout the year as well as a final year examination. Coursework is made up of three tasks as selected and assessed by their teacher (assessor).

There are four assessment tasks:

Work performance, Work Project and Portfolio.

Materials Fee

To be paid by the student:

\$120 (first year)

\$120 (Second year)

Structured Workplace Learning

A minimum of 60 hours work placement per year is required.



Program structure

Delivered over 2 years

Venue

Centre for Participation
39 Urquhart St, Horsham

Days/Hours

Wednesdays 9.30am to 3.20pm

RTO

iVET Institute Pty Ltd
www.ivetinstitute.com.au
RTO Provider 40548

Delivered by

Centre for Participation

RTO Contact

Centre for Participation
Robbie Millar (03) 5381 6701
robbie@centreforparticipation.org.au

Units may include:

Unit code	First Year
HLTWHS001	Participate in workplace health and safety
CHCCOM001	Provide first point of contact
CHCDIV001	Work with diverse people
CHCCOM005	Communicate and work in health or community services
BSBWOR202	Organise and complete daily work activities
HLTAID003	Provide first aid
FSKWTG09	Write routine workplace texts
FSKRDG10	Read and respond to routine workplace information
FSKLRG09	Use strategies to respond to routine workplace problems

Unit code	Second Year
CHCCCS016	Participate in workplace health and safety
CHCCDE003	Work within a community development framework
CHCCDE004	Implement participation and engagement strategies

Possible Study Pathways

- Certificate III in Child Care
- Certificate III in Aged Care
- Certificate III in Disability
- Certificate IV in Childcare
- Certificate IV in Aged Care
- Certificate IV in Disability
- Diploma of Early Childhood Education

Potential Career paths

- Personal Care Assistant
- Support Worker
- Customer Service
- Child Care Worker
- Aged Care Worker
- Disability Support Worker

National Accreditation

Yes

Course Code CUA20113

(With selected units from CUA30113 Certificate III in Dance)

The VCE VET Dance programs aim to enhance employment prospects in the live performance and entertainment industry and enable participants to gain a recognised credential and make an informed choice of vocation or career path.

Contribution towards VCAL

One credit towards VCAL Learning Program is awarded on successful completion of 90 nominal hours of accredited VET curriculum

Contribution towards VCE

Students will be eligible for up to 2 units at Units 1 and 2 level and a Unit 3 and 4 sequence.

Scored Assessment available

Yes

ATAR Contribution

Students wishing to receive an ATAR contribution must undertake scored assessment

Materials Fee

To be paid by the student:
Approximately \$50

Work Placement

A minimum of 20 days work placement is recommended.

Clothing/equipment

Appropriate loose, comfortable clothing for dance instruction

Possible study pathways

There is a comprehensive range of certificate, advanced certificate, diploma, degree/bachelor, graduate certificate and graduate diploma course offerings from many and diverse providers around Australia.

Potential career paths

Performance in a variety of dance styles and at a range of levels, including:

Elite performance

Choreography

Community dance, theatre and events (performers and administrators)

Community cultural development and maintenance (performers and managers/administrators)

Musical theatre (performers and cabaret performers/producers)

Dance teaching and management

National Accreditation

Yes



Program structure

Delivered over 2 years

Venue

Horsham College Dance Studio

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

Go tafe

RTO Code: 3094

Delivered by

Horsham College

RTO Contact

Campbell Pallot (03) 5381 7712

pallot.campbell.c@edumail.vic.gov.au

Units may include:

Unit code	First Year
BSB-WOR203B	Work effectively with others
CUADAN201	Develop basic dance techniques
CUAWHS101	Follow basic safe dance practices
CUADAN209	Perform basic cultural dance technique
CUADAN208	Perform basic street dance technique
CUADAN207	Perform basic tap dance technique
CUADAN206	Perform basic ballet dance technique
CUADAN203	Perform basic jazz dance technique
CUADAN205	Perform basic contemporary dance technique
CUAWH201	Develop a basic level of physical condition for dance
Unit code	Second Year
CUAPRF201	Prepare self for performances
CUAIND201	Develop and apply creative arts industry knowledge
CUAPRF304	Develop audition techniques
CAUDAN202	Incorporate artistic expression into basic dance performances
CAUDAN305	Increase depth of jazz dance technique
CAUDAN308	Increase depth of contemporary dance technique

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends

Certificate II in Electro- technology (Career Start)

2020 VET for Senior Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	2 years
Contact hours	1 day per week (Wednesdays) 9.20am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	UEE22011
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment and have strong maths knowledge.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Career opportunities include:

- Apprentice Electrician

After further study

- Qualified Electrician
- Electrical Engineer
- Linesman

This program will give you the foundation to kick-start an electrical apprenticeship; a career that needs both your brains and your hands-on skills.

Qualified electricians are in high demand and are paid a higher than average weekly full-time wage.

This VET for Senior Secondary Schools program will develop knowledge and skills that will equip you for entry into the workforce whilst you undertake applied learning in an adult learning environment.

As well as contributing to satisfactory completion of VCE or VCAL, after 2 years of study and upon successful completion, students will gain a nationally recognised qualification and credits towards a Certificate III in Electrotechnology Electrician.

You will learn about identifying and selecting components, accessories and materials, solving circuit problems and OH&S requirements in our industry specific electrotechnology classrooms and workshops, located both at Federation University and the Wimmera Trade Training Centre.

Structured Workplace Learning (SWL)

It is recommended that students undertake a minimum of 40 hours SWL or work experience each year of this program with a qualified electrician or large electrical business to enhance their learning and job prospects.

Contribution to VCAL/VCE

VCAL - one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE - students who complete this qualification are eligible for three units at units 1 & 2 level and a units 3 & 4 sequence.

Occupational Health & Safety

Students are required to wear Australian standard work boots* and long work pants each week. Other Personal Protective Equipment (PPE) requirements will be advised at Induction Day.

*Work boots are required to meet AS2210.3 class 1 i.e. comprising of a safety toe and a sole that is resistant to most oils, acids and chemicals.

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Indicative Materials Fees

Approximately \$135 each year over the two years. Students are also required to provide their own resource text books for this program at a cost of approximately \$68 (these text books are also used in electrical apprenticeship training).
Text book information will be supplied at Induction Day.

Units of Competency

Delivered over two years	
UEENEEE179A	Identify and Select Components, Accessories & Materials for Energy Sector Work Activities
UEENEEE101A	Apply Occupational Health & Safety Regulations, Codes and Practices in the Workplace
UEENEEE105A	Fix and Secure Electrotechnology Equipment
UEENEEE122A	Carry Out Preparatory Energy Sector Work Activities
UEENEEE141A	Use of Routine Equipment/Plant/Technologies in an Energy Sector Environment
UEENEEE148A	Carry out Routine Work Activities in an Energy Sector Environment
UEENEEE102A	Fabricate, Assemble and Dismantle Utilities Industry Components
UEENEEE104A	Solve Problems in d.c. Circuits
UEENEEK142A	Apply Environmentally and Sustainable Energy Procedures in the Energy Sector
UEENEOP024A	Attach Cords and Plugs to Electrical Equipment for Connection to Single Phase 230 Volt Supply

Commencement of program will be dependent on adequate student numbers and funding.
Programs and units may be subject to change prior to commencement based on training package requirements and industry trends.
This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

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22470VIC - Certificate II in Engineering Studies

COURSE SUMMARY

The aim of this course is to provide pre-employment training and a pathway into the engineering, manufacturing or related industries. Specifically, a graduate of this course will be eligible to:

- Undertake a work-based traineeship or apprenticeship in a range of engineering, manufacturing or related areas
- Enrol in Certificate III qualifications in the engineering, manufacturing or related areas
- Seek entry level employment in the engineering, manufacturing or related industries

PROGRAM STRUCTURE

Delivered over two years

VENUE

Engineering Training Workshop
Longerenong College

DAYS/HOURS

Wednesdays 9.30am to 3.30pm

This training is delivered with Victorian and Commonwealth funding. Individuals with a range of abilities and backgrounds are encouraged to apply.



WORK PLACEMENT

A minimum of 40 hours work placement is recommended.

SCORED ASSESSMENT AVAILABLE

No

CONTRIBUTION TOWARDS VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

CONTRIBUTION TOWARDS VCE

Students will be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence.

ATAR CONTRIBUTION

Students who receive a Units 3 and 4 sequence will be eligible for an increment towards their ATAR (10% of the average of the primary four scaled studies).

RTO CONTACT

Ian Westhead (03) 5381 6200
ian.westhead@skillinvest.com.au



22470VIC - Certificate II in Engineering Studies

POTENTIAL CAREER PATHS

Engineering Tradesperson – Metal Fabrication, Forging, Founding, Structural Steel Erection, Electroplating, Metal Spinning, Metal Polishing, Sheet Metal Work

MATERIALS FEE

Refer to the Fees & Charges link on the Skillinvest website (www.skillinvest.com.au)

POSSIBLE STUDY PATHWAYS

Certificate III Apprenticeship
Certificate IV post trade
Diploma

CLOTHING / EQUIPMENT

Safety boots required
No singlets

CORE UNITS

MEM13014A	Apply principles of Occupational Health & Safety in work environment
MEM18001C	Use hand tools
VU22329	Report on a range of sectors in the manufacturing, engineering and related industries
VU22330	Select and interpret drawings and prepare three dimensional (3D) sketches and drawings
VU22331	Perform basic machining processes
VU22332	Apply basic fabrication techniques
MEMPE006A	Undertake a basic engineering project

ELECTIVE UNITS

MEM18002B	Use power tools/hand held operations
VU22337	Perform basic welding and thermal cutting processes to fabricate engineering structures
VU22333	Perform intermediate engineering computations
VU22334*	Produce basic engineering components and products using fabrication and machining operations

* Has pre-requisite units - VU22331 VU22332

Course Code MSF20516

The VCE VET furnishing program provides students with the knowledge and skills to enhance their employment prospects in the furnishing or cabinet making industry. The qualification within this program will help develop students' knowledge of timber and other furnishing materials plus provide them with the ability to read plans whilst working on a range of projects.

A person working in the furniture trade may be involved in cabinet making, upholstery, polishing, picture framing and floor finishing and covering while incorporating elements of creativity with functionality and design.

Contribution towards VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

Contribution towards VCE

Recognition of two units at Units 1 and 2, and a Units 3 and 4 sequence.

Note: The Units 3 and 4 sequence of VCE VET Furnishing is not designed as a stand-alone study. Students are strongly advised against undertaking the Units 3 and 4 sequence without first completing Units 1 and 2.

Scored Assessment available

Yes

ATAR Contribution

Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence of VCE VET Furnishing must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study.

Further information can be found on the VTAC website www.vtac.edu.au

Where a student elects not to receive a study score for VCE VET Furnishing, no contribution to the ATAR will be available.

Work Placement

40 hours spread across the 2 year program is recommended.

Materials Fee

To be paid by the student
\$230

Clothing/equipment

Safety boots required
Durable work wear - no loose fitting clothing

Additional Requirements

Prior to commencement of this course, students must undertake a pre-training review and a language, literacy and numeracy evaluation.

National Accreditation

Yes



Program structure

Delivered over 2 years

Venue

Wimmera Trade Training Centre, Horsham College Campus

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

SunTAFE

RTO Code: 4693

Delivered by:

Horsham College

Contact

Horsham College

Campbell Pallot (03) 5381 7712

pallot.campbell.c@edumail.vic.gov.au

Units may include:

Unit code	First Year
MSAENV272	Participate in Environmentally Sustainable Work Practices
MSAPM-SUP106	Work in a Team
MSMPCI103	Demonstrate Care and Apply Safe Work Practices
MSFFP2002	Develop a Career Plan and Apply Safe Work Practices
MSFFF2003	Prepare Surfaces
MSFFM2005	Join Materials Used in Furnishing
MSFFP2006	Make Simple Timber Joints
MEM16006A	Organise and Communicate Information

Unit code	Second Year
MSFFM2001	Use Furniture Making Sector Hand and Power Tools
MSFFM2002	Assemble Furnishing Components
MSFFP2001	Undertake a Basic Furniture Making Project
MSFGN2001	Make Measurements and Calculations

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends

Possible study pathways

- Certificate III (apprenticeship)
- Diploma of Building Surveying
- Advanced Diploma of Building Design
- Bachelor of Architecture

Potential career paths

- Furniture Maker
- Cabinet Maker
- Picture Framer
- Wood Machinist
- Production Manager
- Furniture Designer

Certificate II in Health Support Services (Client Support)

2020 VET for Senior
Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	1 year
Contact hours	1 day per week (Wednesdays) 9.20am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	HLT23215
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Take the first step into your career in the health industry.

Certificate II in Health Support Services is a qualification that will provide you with the work skills and knowledge at an entry level standard to enhance your career prospects into the health industry and to provide assistance to health professionals.

This VET for Senior Secondary Students program is an applied learning program taught in an adult learning environment, within our dedicated classrooms and simulated practical workspaces. The program includes basic training in health topics and includes first aid and nursing related care units.

After 1 year of study and upon successful completion, you will gain a nationally recognised qualification that also contributes to satisfactory completion of VCE or VCAL.

Structured Workplace Learning (SWL)

It is mandated that students undertake a minimum of 40 hours SWL for the duration of this program within a health provider workplace or similar to enhance their learning and job prospects.

Contribution to VCAL/VCE:

VCAL – one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE – Students who complete this program may be eligible for recognition of up to four units at Units 1 and 2 level.

Occupational Health & Safety

Students are required to wear protective footwear and other protective items as required under OH&S legislation. Specific dress and OHS requirements will be advised at Induction Day.

Indicative Materials Fees

\$30 for a FedUni logo polo top, \$89.95 for text book and \$10 for name badge (TBC)

Following further studies, career opportunities include:

- Nurse
- Paramedic
- Allied Health Care Professional

Further study options

- Certificate III in Individual Support
- Diploma of Nursing
- Bachelor of Nursing

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Units of Competency:

Certificate II in Health Support Services (Client Support) HLT23215

Unit Code	Unit Name
CHCCOM005	Communicate and Work in Health or Community Services
CHCDIV001	Work with Diverse People
HLTINF001	Comply with Infection Prevention and Control Policies and Procedures
HLTWHS001	Participate in Workplace Health and Safety
HLTAID003	Provide First Aid
CHCCCS012	Prepare and Maintain Beds
CHCCCS020	Respond Effectively to Behaviours of Concern
CHCCCS026	Transport Individuals
HLTFSE002	Provide Ward or Unit Based Food Preparation and Distribution Services
HLTHSS004	Handle and Move Equipment, Goods and Mail
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander Cultural Safety
HLTHSS003	Perform General Cleaning Tasks in a Clinical Setting

Please note programs and units may vary to meet the Victorian Curriculum & Assessment Authority (VCAA) requirements and industry trends and can be subject to change prior to commencement. Commencement of the program will also be dependent on adequate student numbers for enrolment. This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

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Certificate II in Horticulture

2020 VET for Senior Secondary Students



Work in a Nursery, Parks and Gardens, Land Conservation or even as a Landscaper.

You'll learn a wide range of creative, hands-on skills like planning plant displays, operating machinery and propagating plants.

Horticulture is playing an increasingly vital role in conserving our environment and maintaining flora for future generations. The program is varied and facilitates entry into a range of industry sectors including landscaping, parks and gardens, and employment in areas such as local government, contract maintenance businesses, botanic gardens and general horticultural enterprises.

At the end of your two years of VET training, you might decide to continue studying or instead take up one of the 50,000 new jobs that the Australian Government expects to be available in nurseries and gardens over the next five years.

Structured Workplace Learning (SWL)

It is strongly recommended that students undertake a minimum of 80 hours SWL for the VCE VET Horticulture program. SWL should be spread across the 2 year duration of the VET training program.

Contribution to VCAL/VCE:

VCAL – one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE – on successful completion students will be eligible for recognition of up to 6 VCE units of credit, 4 units at Units 1 and 2 level and A VCE Units 3 and 4 sequence. VCE VET credit will accrue in the following sequence: Unit 1, 2, 3, 4, 1 and 2 and may be accumulated over more than one year.

Occupational Health & Safety

Students are required to wear correct Personal Protective Equipment (PPE) gear when attending scheduled practical classes in the horticulture program. Other class requirements and correct PPE will be advised at Induction Day.

Indicative Materials Fees

\$21 first year and TBC second year.

Locations	Wimmera Campus (Horsham)
Duration	2 years
Contact hours	1 day per week (Wednesdays) 9.20am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	AHC20416
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Career opportunities include:

- Apprenticeship

Further study in one of the following areas

- Horticulture
- Retail Nursery
- Conservation and Land Management
- Landscape Gardener



Units of Competency:

Cert II Horticulture AHC20416

Unit Code	Unit Name
First year	
AHCPCM201	Recognise Plants
AHCSOL202	Assist with Soil or Growing Media Sampling and Testing
AHCWHS201	Participate in Work Health and Safety Processes
AHCCHM201	Apply Chemicals under Supervision
AHCMOM203	Operate Basic Machinery and Equipment
SHCNSY203	Undertake Propagation Activities
AHCPGD201	Plant Trees and Shrubs
AHCWRK204	Work Effectively in the Industry

Second year	
AHCPMG201	Treat Weeds
AHCPMG202	Treat Plant Pests, Diseases and Disorders
AHCLSC201	Assist with Landscape Construction Work
AHCLSC204	Lay Paving
AHCNSY201	Pot up Plants
AHCPGD203	Prune Shrubs and Small Trees
AHCWRK209	Participate in Environmentally Sustainable Work Practices

Commencement of the program will be dependent on adequate student numbers for enrolment.

Programs and units of competency are subject to change prior to commencement.

This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

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Course Code SIT20416

This program provides students with the skills and knowledge to be competent in a range of kitchen functions and activities to work in various hospitality enterprises where food is prepared and served. This includes restaurants, hotels, catering operations, clubs, pubs, cafés and coffee shops. It may also provide credit towards an apprenticeship.

Contribution to VCE/VCAL VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum. You will be eligible at Foundation, Intermediate or Senior levels.

VCE

Students may be eligible for a minimum of two VCE units at Units 1 and 2 level and a Units 3 and 4 sequence.

Scored Assessment available

Yes (in the second year of the program).

ATAR Contribution

Students wishing to receive an ATAR contribution must undertake scored assessment.

Work Placement

40 hours spread across the 2 year program is recommended.

Materials Fee

To be paid by the student:
First Year: \$210 (includes uniform)
Second Year: \$170

Clothing/equipment

Prescribed uniform.
Fully covered and sturdy non-slip shoes. No runners or sports shoes allowed.

Additional Requirements

Prior to commencement of this course, students must undertake a pre-training review and a language, literacy and numeracy evaluation.

Possible study pathways

Hospitality Traineeship
Chef's Apprenticeship
Certificate III in Commercial Cookery
Certificate III in Hospitality – Patisserie

Potential career paths

- Food and Beverage Attendant
- Chef
- Café Owner/Manager
- Kitchen Assistant
- Patisserie
- Hospitality Manager

National Accreditation

Yes



Program structure

Delivered over 2 years

Venue

Wimmera Trade Training Centre, Horsham College Campus

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

Inner Melbourne VET Cluster Inc
RTO Code: 21732

Delivered by

Horsham College

Contact

Horsham College
Campbell Pallot (03) 5381 7712
pallot.campbell.c@edumail.vic.gov.au

Unit code	Units 1 & 2
SITXFSA001	Use hygienic practices for food safety
SITXWHS001	Participate in safe work practices
SITHCCC001	Use food preparation equipment
SITHCCC005	Prepare dishes using basic methods of cookery
SITHKOP001	Clean kitchen premises and equipment
SITXINV002	Maintain the quality of perishable items
BSBWOR203	Work effectively with others
SITHCCC002	Prepare and present simple dishes
BSBCMM201	Communicate in the workplace
Unit code	Units 3 & 4 Year
SITHCCC006	Prepare appetisers and salads
SITHCCC007	Prepare stocks, sauces and soups
SITHCCC008	Prepare vegetable fruit, egg and farinaceous dishes
SITHCCC011	Use cookery skills effectively
SITHCCC012	Prepare poultry dishes

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends

Course Code CUA20615

Certificate II in Music provides students with the foundation knowledge and skills required for entry into the music industry. Core units of competency in the program include developing and updating industry knowledge, participating in work, health and safety processes and working effectively with others. The elective units in the program allow students to specialise in an area of their interest from preparing for performances, mixing sound in a broadcasting environment or repairing and maintaining audio equipment.

Contribution towards VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum.

Contribution towards VCE

On completion of Certificate II in Music, students are eligible for up to four units of credit at Unit 1 and 2 level

Scored Assessment available

No

ATAR Contribution

No

Work Placement

20 hours of work placement is included in the program.

Materials Fee

To be paid by the student: Approximately \$80

Potential apprenticeship pathways

Certificate III in Music
Certificate III in Music Business
Certificate III in Technical Production
Certificate III in Music
Certificate IV in Music
Diploma or Bachelor of Music,
Diploma or Bachelor of Sound Production.

Potential occupations

Music Performer
Sound Engineer
Producer
Sound/Lighting Technician
Broadcaster
Stage Manager

National Accreditation

Yes



Program structure

Delivered over 2 years

Venue

Horsham College Campus

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

COSAMP

RTO Code: 41549

Delivered by

Horsham College

Contact

Horsham College
Campbell Pallot (03) 5381 7712
pallot.campbell.c@edumail.vic.gov.au

Units may include:

Unit code	First Year
(UNKNOWN)	Follow occupational health and safety procedures
(UNKNOWN)	Develop and apply creative arts industry knowledge
(UNKNOWN)	Work effectively with others
(UNKNOWN)	Perform basic sound editing
(UNKNOWN)	Develop and apply musical ideas and listening skills
(UNKNOWN)	Incorporate music technology into performance
(UNKNOWN)	Develop ensemble skills for playing or singing music
(UNKNOWN)	Prepare for performances
(UNKNOWN)	Apply general knowledge of lighting to work activities
(UNKNOWN)	Handle physical elements safely during bump in/ bump out

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends

Certificate II in Plumbing (Pre-Apprenticeship)

2020 VET for Senior Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	2 years
Contact hours	1 day per week (Wednesdays) 9.30am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	22304VIC
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Career opportunities include:

- Apprentice Plumber

After further study

- Qualified Plumber
- Plumber and Gasfitter
- Roof Plumber
- Small Business Owner

Plumbers are well-paid and in high demand.

They also have the freedom to work for themselves or as a valued employee in a diverse range of environments from a small business to a large construction company. With this VET for Senior Secondary Schools program, you will develop skills that will equip you for the workforce whilst you undertake applied learning in an adult learning environment.

You will gain a nationally recognised qualification, or credit towards a qualification, that also contributes to satisfactory completion of VCE or VCAL.

You will learn practical plumbing skills in our industry specific plumbing workshops, including reading and interpreting plans and specifications, producing technical drawings and using plumbing pipes, fittings and fixtures.

Structured Workplace Learning (SWL)

It is recommended that students undertake a minimum of 40 hours SWL or work experience each year of this program with a licensed plumber to enhance their learning and job prospects.

Contribution to VCAL/VCE

VCAL – one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE – students who complete this program may be eligible for recognition of two or more units at units 1 & 2 level and a units 3 & 4 sequence.

Occupational Health & Safety:

Students are required to wear Australian standard work boots* and long work pants each week. Other Personal Protective Equipment (PPE) requirements will be advised at Induction Day.

Indicative Materials Fees

\$125 first year, \$0 second year (TBC)

*Work boots are required to meet AS2210.3 class 1 i.e. comprising of a safety toe and a sole that is resistant to most oils, acids and chemicals.



Units of Competency

Certificate II in Plumbing (Pre-Apprenticeship) 22304VIC

Units over two years	
VU2195	Use and Apply Basic Levelling Equipment for Plumbing
VU21793	Perform Basic Oxy-Acetylene Welding and Cutting
CPCCWHS1001	Prepare to Work Safely in the Construction Industry (CI Card – 1st year unit)
CPCCOHS2001A	Apply OHS Requirements, Policies and Procedures in the Construction Industry
CPCCCM2001A	Read and Interpret Plans and Specifications
CPCPCM2039A	Carry Out Interactive Workplace Communication
VU21790	Cut and Penetrate Building Materials and Structures
VU21791	Fabricate Simple Plumbing Pipe Systems
VU21797	Use Basic Plumbing Hand Tools
VU21799	Use Plumbing Pipes, Fittings and Fixtures to Simulate Plumbing Installations
BSBWRT301	Write simple documents (2nd year unit only)
CUVACD303A	Produce technical drawings (2nd year unit only)
VU21798	Use basic power tools
HLTAID002	Provide basic emergency life support
CPCCCM1015A	Carry out measurements and calculations
VU21796	Use basic electric welding equipment & techniques
VU21789	Apply basic sheet metal practices
VU21794	Prepare to work in the Plumbing industry
VU21792	Identify career pathways in the Plumbing industry

Commencement of the program will be dependent on adequate student numbers for enrolment.

Programs and units of competency are subject to change prior to commencement.

This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

Call: 1800 333 864

Email: info@federation.edu.au

Visit: federation.edu.au

Connect with FedUni on social media:



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Ready for Work Program

2020 VET for Senior Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	Two terms
Contact hours	1 day per week for a total of 20 weeks - program starts in Term 2, 9.30am - 3.15pm each Wednesday
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	SIT20416/22338VIC
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. A Unique Student Identifier (USI) number for enrolment purposes.	

Career opportunities include:

Completion of Ready for Work programs will help students gain employment, including Australian Apprenticeships and Traineeships, or progress to further study.

Further study options

- TAFE Certificates
- Higher Education Study
- Apprenticeship or Traineeship
- Employment

Set your path for employment or further education.

Federation University prides itself on offering a suite of education options. Our programs provide learning opportunities with direct pathways to vocational programs, higher education entry into Federation University Australia and employment.

The Ready for Work Program creates pathways for at risk students in education, employment and training through the delivery of units from Australia wide recognised industry qualifications.

This program is aimed at 15 to 18 year olds currently at risk of leaving the education system permanently, or who are looking at undertaking a suite of vocational units that enhance their resume and future employment prospects. The program focusses on personal effectiveness, work readiness and 'hands-on' project based learning. Students are encouraged to make decisions that will promote positive outcomes and options for their future.

Contribution to VCAL/VCE:

VCAL – This program will enable students to gain credit for the compulsory Industry Specific Skills (ISS) strand of VCAL when 90 nominal hours VET training are achieved.

Assessment

Students are assessed through class activities, applied projects, demonstrations as well as group work. The course aims to provide a folio of certificates that enhance 'entry level' employment opportunities, in a hands-on practical matter.

Note: Students do not gain a full qualification and units from other training packages can be replaced or included by negotiation with Federation University.



Example Units of Competency from:

Certificate II in Kitchen Operations | SIT20416 &

Certificate II in Building & Construction | 22338VIC

Unit Code	Unit Name	Nominal Hours
SITHFAB005	Prepare and Serve Espresso Coffee	30
SITHFAB201	Provide Responsible Service of Alcohol	10
BSBWOR203	Work Effectively with Others	15
BSBCMM201A	Communicate in the Workplace	40
CPCCWHS1001	Prepare to Work Safely in the Construction Industry	6
SITXFSA001	Use Hygienic Practices for Food Safety	15
HLTAID003	Provide First Aid	18

Commencement of the program will be dependent on adequate student numbers for enrolment.

Programs and units of competency are subject to change prior to commencement.

This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

Call: 1800 333 864
Visit: [federation.edu.au](https://www.federation.edu.au)

Connect with FedUni on social media:



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Certificate II in Retail Cosmetics

2020 VET for Senior Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	2 years
Contact hours	1 day per week (Wednesdays) 9.20am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	SHB20116
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Career opportunities include:

- Make-up Artist
- Beauty Therapist

Further study options

- Certificate III Beauty Services
- Diploma Beauty Therapy

Take the first step in your career in the beauty industry.

Certificate II in Retail Cosmetics is a qualification that will provide you with the work skills and knowledge at an entry level standard to enhance your career prospects into the beauty industry.

This VET for Senior Secondary Students program is an applied learning program taught in an adult learning environment, within our dedicated classrooms and simulated salon workroom. Students who complete this training will be able to work safely under routine supervision including designing and applying make-up for photography, product knowledge and teamwork.

After 2 years of study and upon successful completion, you will gain a nationally recognised qualification that also contributes to satisfactory completion of VCE or VCAL.

Structured Workplace Learning (SWL)

It is strongly recommended that students undertake a minimum of 40 hours SWL for the duration of this program with a beauty therapy business or similar to enhance their learning and job prospects.

Contribution to VCAL/VCE:

VCAL – one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE – Students who complete this program may be eligible for recognition of up to five units at Units 1 and 2 level.

Occupational Health & Safety

Students are required to wear a black and white 'uniform' and closed in shoes each week. Specific dress and OHS requirements will be advised at Induction Day.

Indicative Materials Fees

\$200 first year and **\$100** second year (approximate costs - TBC closer to start of delivery).



Units of Competency:

Certificate II in Retail Cosmetics | SHB20116

Unit Code	Unit Name
First year	
BSBWS201	Contribute to Health and Safety of Self and Others
SHBBCCS001	Advise on Beauty Products and Services
SHBBMUP002	Design and Apply Make-up
SHBXCCS001	Conduct Salon Financial Transactions
SHBBRES001	Research and apply beauty industry information
SHBXIND002	Communicate as Part of a Salon Team
SIRXIND003	Organise Personal Work Requirements
Second year	
SHBXIND001	Comply with organisational requirements within a personal services environment
CTWEB201	Use Social Media Tools for Collaboration and Engagement
SHBBMUP004	Design and Apply remedial camouflage make-up
SIRRINV001	Receive and Handle Retail Stock
SHBBMUP003	Design and Apply Make-up for Photography
SHBXCCS004	Recommend Products and Services
SIRXSLS001	Sell to the Retail Customer
SIRRMER001	Produce Visual Merchandise Display

Commencement of the program will be dependent on adequate student numbers for enrolment.

Programs and units of competency are subject to change prior to commencement.

This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

Call: 1800 333 864

Visit: federation.edu.au

Connect with FedUni on social media:



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Certificate II in Salon Assistant

2020 VET for Senior
Secondary Students



Locations	Wimmera Campus (Horsham)
Duration	2 years
Contact hours	1 day per week (Wednesdays) 9.20am – 3.20pm from February to October
Application	Contact the VET Co-ordinator at your school for an application form
National Course Code	SHB20216
Entry Requirements	
Students need to be at least in Year 10 at the time of enrolment.	
Extra Requirements	
Must complete a Language, Literacy and Numeracy Assessment and Pre-Training Review prior to enrolment. Attendance in October at the WSM VET Cluster Induction Day and a Unique Student Identifier (USI) number.	

Career opportunities include:

- Apprentice Hairdresser

After further study

- Qualified Hairdresser or Barber
- Stylist
- Small Business Owner

Set yourself up for a career creating and styling.

Certificate II in Salon Assistant is a qualification that will provide you with the work skills and knowledge at an entry level standard to enhance your career prospects into a number of careers, but specifically in hairdressing services.

This VET for Senior Secondary Students program is an applied learning program taught in an adult learning environment, within our dedicated classrooms and simulated salon. Students plan and participate in a photography or catwalk presentation in October each year which is integrated into their learning and competency assessments throughout the year.

After 2 years of study and upon successful completion, you will gain a nationally recognised qualification that also contributes to satisfactory completion of VCE or VCAL.

Structured Workplace Learning (SWL)

It is mandated that students undertake a minimum of 40 hours SWL for the duration of this program with a hairdressing or similar business to enhance their learning and job prospects.

Contribution to VCAL/VCE:

VCAL – one credit towards a VCAL learning program is awarded upon successful completion of 90 nominal hours of accredited VET curriculum.

VCE – up to four units at Units 1 and 2 level.

Occupational Health & Safety

Students are required to wear a black and white 'uniform' and closed in shoes each week. Specific dress and OHS requirements will be advised at Induction Day.

Indicative Materials Fees

\$245 first year and **\$175** second year (approximate costs-TBC closer to delivery start date) .



Units of Competency:
Certificate II in Salon Assistant SHB20216

Unit Code	Unit Name
First year	
BSBWHS201	Contribute to Health and Safety of Self and Others
SHBHIND001	Maintain and Organise Tools, Equipment and Work Areas
SHHBHAS001	Provide Shampoo and Basin Services
SHBHDES001	Dry Hair to Shape
SHBXCCS003	Greet and Prepare Clients for Salon Services
SHHBHAS002	Provide Head, Neck and Shoulder Massages for Relaxation
SHBXIND002	Communicate as Part of a Salon Team
Second year	
SHBXCCS001	Conduct Salon Financial Transactions
SHBXIND001	Comply with Organisational Requirements within a Personal Service Environment
SHBHDES002	Braid Hair
SHBXCCS004	Recommend Products and Services
SHBHCLS001	Apply Hair Colour Products
SIRRMER001	Produce Visual Merchandise Displays

Commencement of the program will be dependent on adequate student numbers for enrolment.
Programs and units of competency are subject to change prior to commencement.
This training is delivered with Victorian and Commonwealth Government funding to eligible individuals.

Call: 1800 333 864
Visit: [federation.edu.au](https://www.federation.edu.au)

Connect with FedUni on social media:



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Course Code CUA31015

This program offers students the opportunity to learn about the electronic media and media related sectors.

Contribution towards VCAL

One credit towards VCAL Learning Program is awarded on successful completion of 90 nominal hours of accredited VET curriculum

Contribution towards VCE

Students will be eligible for credit of two VCE VET units towards their VCE at Unit 1-2 level

Scored Assessment available:

No

ATAR Contribution

This program does not provide a contribution towards the ATAR.

Material Fee

To be paid by the student:
Approximately \$30

Work Placement

A minimum of 20 days work placement is recommended

Clothing/equipment

Students are encouraged to bring their own learning devices such as laptops and tablets to classes

Possible Study Pathways

Certificate III in Media
Certificate III in Broadcasting
Certificate IV in Broadcasting
Diploma of Interactive Media
Diploma of Professional Games Development

National Accreditation

Yes

Possible Career Paths

- Photography assistant
- Community broadcaster
- Website designer
- Graphic designer
- Journalist
- Digital video and sound editor
- Television production assistant

Employment opportunities in Multimedia include:

- Organisations/companies dedicated to multimedia production
- Organisations/companies participating in multimedia production
- Sole operators and self-employed people specialising in any of the above areas
- Multimedia users - companies and individuals



Program structure

Delivered over 2 years

Venue

Horsham College

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

Academy of Interactive Entertainment

RTO Code: 88021

Delivered by

Horsham College

RTO Contact

Campbell Pallot (03) 5381 7712

pallot.campbell.c@edumail.vic.gov.au

Units may include:

Unit code	First Year
BSBWHS201	Contribute to health and safety of self and others
BSBDES201	Follow a design process
CUAANM302	Create 3D digital animations
CUAACD201	Develop drawing skills to communicate ideas
BSBDES303	Explore and apply creative design process to 3D forms
CUAIND301	Work effectively in the creative arts industry
Unit Code	Second Year
BSBDES301	Explore use of colour
BSBCRT301	Develop and extend critical and creative thinking skills
CUAANM302	Create 3D digital models
CUASOU304	Prepare audio assets
ICTICT308	Use advanced features of computer applications

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends

Course Code SIS30115

This VET program provides student with the opportunity to acquire and develop skills, knowledge and confidence to work in the areas of community, sport and outdoor recreation. Leadership, organisational and specialist activity skills are developed through the units of competency in the selected program with a fitness focus stream throughout the 2 years.

Contribution towards VCAL

One credit towards a VCAL learning program is awarded on successful completion of 90 nominal hours of accredited VET curriculum.

Contribution towards VCE

Students will be eligible for credit of up to four units towards VCE (two units at Unit 1-2 level and a Unit 3-4 sequence).

Scored Assessment available

Yes

ATAR Contribution

Students wishing to receive an ATAR contribution must undertake scored assessment.

Work Placement

40 hours of work placement per year is recommended

Materials Fee

To be paid by the student:
Approximately: \$175 (first year)
\$120 (second year)

Clothing/equipment

Clothing and footwear suitable for physical activities.
No singlets

Possible study pathways

Certificate IV in Fitness
Bachelor of Health and Physical Education
Bachelor of Exercise and Sport Science
Bachelor of Sports Management

Potential career paths

Sports Coach
Sports Administrator
Physical Education Teacher
Sports Development Manager
Sports Scientist
Sports Marketing Manager

National Accreditation

Yes

* Units may vary to meet the Victorian Curriculum Assessment Authority (VCAA) requirements and trends



Program structure

Delivered over 2 years

Venue

Wimmera Trade Training Centre, Horsham College

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

iVET Institute
RTO Code 40548

Delivered by

Horsham College

RTO Contact

Campbell Pallot on behalf of iVET
(03) 5381 7712
pallot.campbell.c@edumail.vic.gov.au

Unit code	First Year
HLT-WHS001	Participate in work health and safety
BSB-WOR301B	Organise personal work priorities and development
ICAWEB201	Use social media tools for collaboration and management
SISXCAI003	Conduct non instructional sport, fitness or recreation sessions
SIS-XCCS001	Provide quality service
HLTAID003	Provide first aid
SISX-EMR001	Respond to emergency situations
SIS-00DR302A	Plan outdoor recreation activities
SIS-XIND006	Conduct sport, fitness or recreation events
Unit code	Second Year
BSB-WHS303	Participate in WHS hazard identification, risk assessment & risk control
SISSS-CO101	Develop and update knowledge of coaching practices
SISXCAI004	Plan and conduct programs
SISSSP-T303A	Conduct basic warm-up and cool-down practices
SISXCAI006	Facilitate groups 1
SISX-RES002	Educate user groups 1
SISOOD-R302A	Plan outdoor recreation activities
SISIND006	Conduct sport, fitness or recreation events

Course Code CUV30111

The Certificate III in Visual Art is project based with learning linked to practical tasks. Students produce of folio of work, a visual diary recording work progress and involvement in group discussions and activities. Visiting artists and excursions to galleries are incorporated into the program.

Contribution towards VCAL

One credit towards VCAL Learning Program is awarded on successful completion of 90 nominal hours of accredited VET curriculum

Contribution towards VCE

Students can gain VCE Units 1-4 with satisfactory completion of the Certificate.

Scored Assessment

No

ATAR Contribution

Students can gain VCE Units 1 & 2 and 3 & 4 with the satisfactory completion of the certificate.

Work Placement

Although work placement is not required, it is recommended.

Materials Fee

To be paid by the student: Approximately \$150

Clothing/equipment

Casual clothing – art smock, protective clothing

Potential apprenticeship pathways

Certificate IV in Visual Art
Diploma or Bachelor of Visual Art

Potential occupations

Creative designer
Individual artist

National Accreditation

Yes



Program structure

Delivered over 2 years

Venue

Horsham College

Days/Hours

Wednesdays 9.10am to 3.15pm

RTO

GOTAFE (Goulburn Ovens Institute of TAFE)
RTO Code: 3094

Delivered by

Horsham College

RTO Contact

Campbell Pallot on behalf of GOTAFE (03) 5381 7712
pallot.campbell.c@edumail.vic.gov.au

Units may include:

Unit code	First Year
BSBOHS201A	Participate in occupational health and safety processes
CUVACD201A	Develop drawing skills to communicate ideas
CUVPRP301A	Produce creative work
CUVPRP406A	Plan work space
CUVACD302A	Produce computer aided drawings
CUVACD301A	Produce drawings to communicate ideas
BSBDES301A	Explore the use of colour
Unit code	Second Year
CUVRES301A	Apply knowledge of history and theory to own arts practice
BSBDES302A	Explore and apply the creative design process to 2D forms
CUVPRI301A	Produce prints
CUVPAI301A	Produce paintings
BSBCRT101A	Apply critical thinking techniques

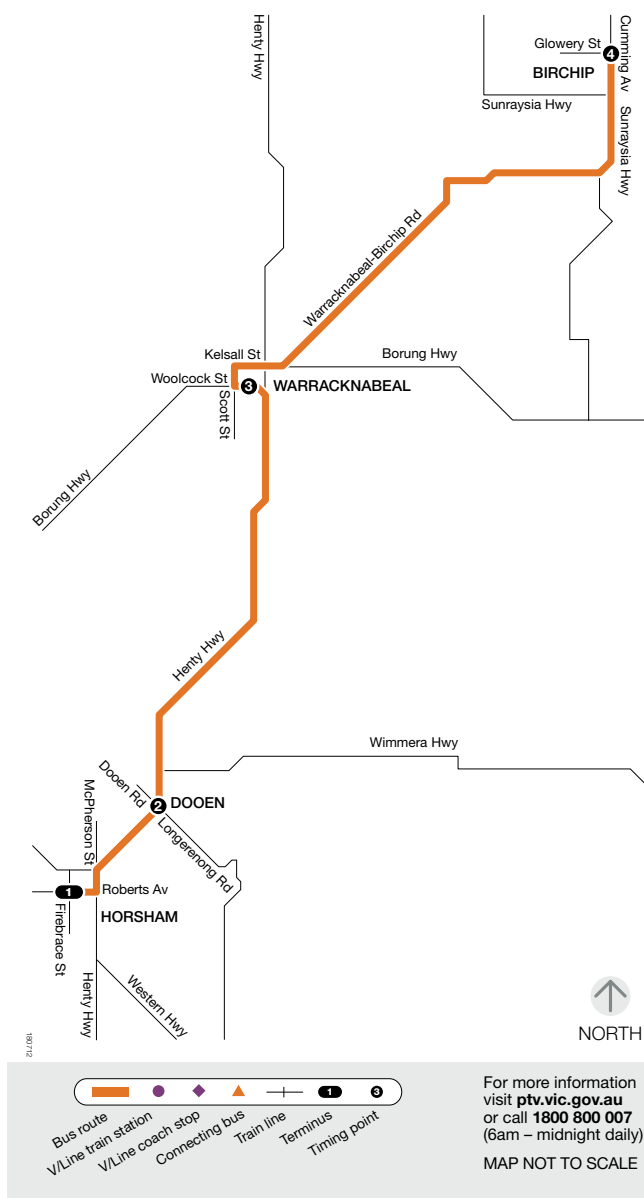
Modifications may be made for 2020

VET students have access to the public bus system. Students are reminded that appropriate behaviour is expected at all times. Completion of the **Code of Conduct Form** (page 41, which includes bus travel) is required prior to travel on the public bus system by VET students.

Heard's Bus Lines PT>

Horsham to Birchip

via Warracknabeal



Heard's Bus Lines

Ph: 0408 822091

VET students doing courses at Horsham College, Wimmera Trade Training Centre and Federation University get off their bus at Horsham College and walk to their classes.

If students are doing Community Services at Centre for Participation, they will get off the Heard's Bus at Robert's Ave and walk (3 blocks) to Centre for Participation.

If students are doing Agriculture, Auto, Building or Engineering at Longerenong they will stay on the Heard's bus which will pick up all other Agriculture, Auto, Building and Engineering students and then take them all to Longerenong.

Students will need to follow the procedures in reverse for the return trip.

Please Note

Bus prices listed are current as of July 2019

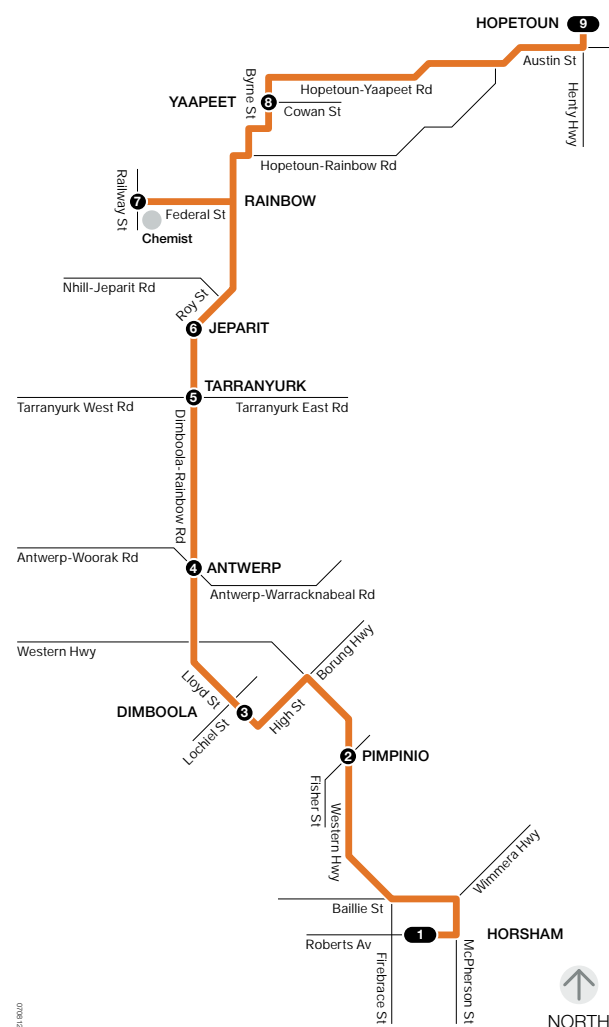
TOWN	STOP	DEPT	RETURN	COST
Birchip	Memorial Park	7.25 am	5.35 pm	\$21.60 R
Warracknabeal	Scott Street	8.20 am	4.50 pm	\$9.60 R
Horsham	Roberts Ave (walk to Centre for Participation)	9.05am	4.05 pm	
Horsham	Horsham College (<i>Car Park Parallel to bus exchange</i>)	9.10 am	depart 3.45 pm arrive 3.30 pm	
Longerenong	College campus	9.30 am	3.15 pm	**\$3.40

** Horsham to Longerenong Return \$3.40

Christians Bus Lines



Horsham to Hopetoun



For more information
visit ptv.vic.gov.au
or call **1800 800 007**
(6am – midnight daily)
MAP NOT TO SCALE

Christians Bus lines (Wed & Thurs)

Ph: 5352 1501

VET students doing courses at Horsham College, Wimmera Trade Training Centre and Federation University get off their bus at Horsham College and walk to their respective classes.

If students are doing Community Services at Centre for Participation, they will get off the Christian's Bus at Robert's Ave and walk 3 blocks to Centre for Participation.

If students are doing Agriculture , Auto, Building or Engineering at Longerenong they will get off the Christian's Bus at Horsham College and catch the Heard's bus which will take them to Longerenong.

Students will need to follow the procedures in reverse for the return trip.

**Note: Students from Dimboola have the option of catching either the Wimmera Roadways or Christian's bus. Choose the bus which best suits your destination.*

VET students have access to the public bus system. Students are reminded that appropriate behaviour is expected at all times. Completion of the **Code of Conduct Form** (page 41, which includes bus travel) is required prior to travel on the public bus system by VET students.

Please Note

Bus prices listed are current as of July 2019

TOWN	STOP	DEPT	RETURN	COST
Hopetoun	Austin Street	6.50 am	6.20 pm	\$ 21.50 R
Yaapeet	Germaine Street	7.20 am	5.50 pm	\$ 16.70 R
Rainbow	Edgar Street	7.35 am	5.35 pm	\$ 13.80 R
Jeparit	Roy Street	8.05 am	5.10 pm	\$ 9.30 R
Dimboola	Lloyd St, toilet block car park	8.35 am	4.45 pm	\$ 5.10 R
Pimpinio	Fisher Street	8.49 am	4.28 pm	\$ 3.50 R
Horsham	Horsham College	9.05 am	4.20 pm	
Horsham	Roberts Ave	9.20 am	4.15 pm	

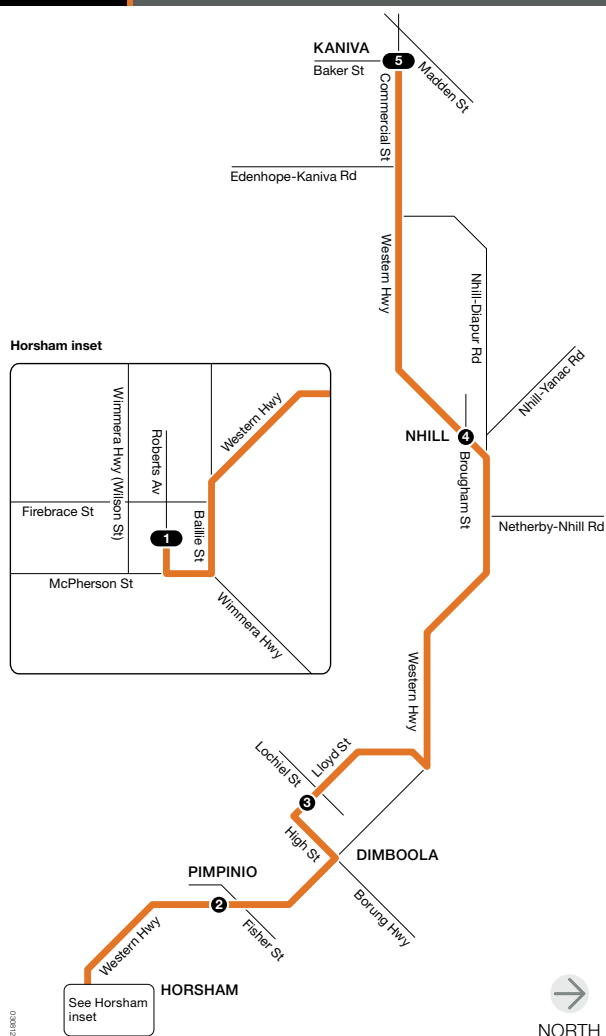
VET students have access to the public bus system. Students are reminded that appropriate behaviour is expected at all times. Completion of the **Code of Conduct Form** (page 41, which includes bus travel) is required prior to travel on the public bus system by VET students.

Wimmera Roadways



Horsham to Kaniva

via Dimboola



Wimmera Roadways (Wed)

Ph: 5381 1548

VET students doing courses at Horsham College, Wimmera Trade Training Centre and Federation University get off the Wimmera Roadways' bus at Horsham College and walk to their respective classes.

If they are doing Community Services at Centre for Participation they will be dropped off Centre for Participation.

If students are doing Agriculture, Auto, Building or Engineering at Longerengong they will get off the Wimmera Roadways bus at Horsham College and catch the Heard's bus which will take them to Longerengong.

Students will need to follow the procedures in reverse for the return trip.

**Note: Students from Dimboola have the option of catching either the Wimmera Roadways or Christian's bus. Choose the bus which best suits your destination.*

Please Note

Bus prices listed are current as of July 2019

TOWN	STOP	DEPT	RETURN	COST
Kaniva	Mobil Roadhouse	7.30 am	5.42 pm	\$ 15.60 R
Nhill	Information Centre	8.00 am	5.17 pm	\$ 9.40 R
Dimboola	Lloyd St, toilet block car park	8.35 am	4.42 pm	\$ 5.20 R
Horsham	Horsham College	9.02 am	4.15 pm	
Horsham	Roberts Ave	9.07 am	4.10 pm	
Horsham	Centre for Participation	9.10 am	3.35 pm	
Horsham	Horsham College	9.15 am	3.30 pm	

To the student – Please read this form carefully.

- Please complete this form in consultation with your parents and your Careers/Pathways coordinator, school VET coordinator and/or your year level coordinator.
- Please ensure your VET program complements your VCE/VCAL. Please consult your school VET co-ordinator.
- VET Placements are allocated based on student study path, year level and date of application.

First Name _____ Family Name _____

Address: _____

Suburb/Town _____ State _____ Postcode _____

Home Phone _____ Student's Mobile _____

Date of Birth _____ Age: _____

School _____

Unique Student Identifier (USI) Number _____

(Students must have a USI Number to enrol in a course. See <https://www.usi.gov.au/>)

VET Program Name: _____

VET Course Year Level 2020: ☐ 1st Year ☐ 2nd Year

Please tick ANY of the choices in this section which apply to you:

Are you : ☐ Male ☐ Female
☐ Indigenous ☐ Non Indigenous

School Year Level in 2020: ☐ Year 10 ☐ Year 11 ☐ Year 12

What do you intend studying in 2020? ☐ VCE ☐ VCAL ☐ Year 10

Please indicate which of the following **user-pay public bus services** you plan to use to travel to your VET Course:

- ☐ Wimmera Roadways: Kaniva – Nhill – Dimboola – Horsham College
- ☐ Wimmera Roadways: Horsham College – Centre for Participation
- ☐ Christian Bus Lines: Hopetoun – Jeparit – Dimboola – Horsham College
- ☐ Christian Bus Lines: Horsham College – Robert's Avenue (walk to Centre for Participation)
- ☐ Heard's Bus: Birchip – Warracknabeal – Horsham College
- ☐ Heard's Bus: Horsham College – Robert's Avenue (walk to Centre for Participation) – Longerenong

You may need to tick more than one option. (See preceding pages for more information and bus routes)

Where will you catch your bus? _____

What is your destination? _____

Your bus travel information is required to ensure that there are enough bus seats available to all destinations.

Student's Signature _____ Date _____

PLEASE RETURN COMPLETED FORMS TO YOUR SCHOOL VET COORDINATOR

As a participant in VET course of study:

- I shall strive to meet the attendance, participation and work requirements of the VET program
- I will notify the VET Co-ordinator at my home school in advance if I will be absent from VET for any reason, or first thing in the morning on the day of attendance if I am unwell. (The VET Coordinator will then advise the respective training provider of such absence.
- I will arrange with my VET Program teacher to make up any missed work in my own time
- I agree to work co-operatively with other students in the VET Program
- I will abide by the trainers rules and the rules of the RTO whenever I am on site
- I will treat staff, other students and property with respect at all times with an attitude and behaviour to an acceptable standard
- I will pay the material costs associated with my VET Program (listed in the handbook)
- I agree to bring all necessary resources (books, pens, etc) to enable me to participate in the VET program and I will dress appropriately (in line with the dress standards of the program)
- I agree to use equipment and resources provided in a responsible manner
- I agree to be aware of the safety and emergency procedures of the RTO I am attending and will follow directions given by trainers in the event of an emergency
- I agree to abide by the RTO's Occupational Health and Safety requirements
- I agree to be on time for classes and I am aware that my attendance at VET is reported to my home school.

Bus Travel

- If required to travel by bus to/from/during my VET Program I will do so in a responsible and considerate manner
- I will act in a polite and friendly manner towards all other people on the bus and I will ensure I do not distract or cause the driver to be distracted
- I understand that if I cause problems on the bus I maybe suspended from travelling on the bus for a period determined by my school in consultation with the bus company and other relevant persons. I am also aware that if suspended from bus travel it is my responsibility to arrange the alternative travel to and from VET for the period of the suspension
- In all cases of vandalism, those responsible will be required to meet the costs of repair.

I understand that the following will NOT be tolerated on the bus or at any bus stop:

- Harassment of any sort
- Fighting
- Vandalism
- Throwing litter, or any object, in or from a bus
- Foul or abusive language.

I understand that:

- The bus driver has the authority to designate seats to students and/or, to move a student to another seat on the bus.
- Serious breaches may be referred to the "Transit Safety Division" of the Victoria Police for investigation and action.

Declaration to be signed by student and parent/guardian

I have read and understand the above code of conduct relating to my involvement in VET and agree to follow the conditions set out above. I understand that failure to do so may jeopardise my place in the VET program and I maybe withdrawn from the program as a result of my behaviour.

Student Name _____ Student Signature _____ Date _____

Parent Name _____ Parent Signature _____ Date _____

PLEASE RETURN COMPLETED FORMS TO YOUR SCHOOL VET CO-ORDINATOR

School Endorsement

The school agrees that _____ is deemed suitable to undertake the VET _____ program and that this VET program is consistent with the student's MANAGED INDIVIDUAL PATHWAYS PLAN.

This student's level of literacy and numeracy is:

- ☐ Adequate to complete the course
 ☐ May require some support
 ☐ May require considerable support

Additional information: _____

Name: _____ Position: _____

School _____

Parent/Guardian(s) must sign and return this page to the School VET Coordinator

Student Name _____ Date of Birth _____

School _____ Year Level in 2020 _____

Home Address _____

Contact Details

Parent/Guardian(s) Name _____

Parent/Guardian(s) Phone Number _____ (business hours) _____ (mobile) _____

Emergency Contact Name _____

Emergency Contact Phone Number _____ (business hours) _____ (mobile) _____

My son/daughter will be undertaking classes away from the school site as part of

_____ [VET program]

The classes will be held at _____ [name of external provider]

_____ [insert location]

The classes will be run on the following dates and times:

_____ [insert dates and class times including semester dates]

1. I give permission for my son/daughter to attend the above-mentioned classes.
2. I am aware that my son/daughter will not be supervised by school staff when undertaking classes at the premises of the external provider, or travelling to and from the provider.
3. I am aware that no responsibility is accepted by the Principal and staff of the school for the loss, theft or damage of personal property belonging to or in the possession of my son/daughter.
4. I understand that I will be notified as soon as possible in the event of illness or accident to my child, but where it is impracticable to communicate with me I authorise the person in charge (or his/her nominee) at the external provider to administer first aid to my son/daughter, and to consent to my son/daughter receiving such medical and surgical treatment (including the administration of an anaesthetic) as may be deemed necessary by a legally qualified medical practitioner. I accept full responsibility for the payment of fees incurred should my son/daughter require such treatment.
5. I understand that in case of accident or emergency an ambulance will be called and I will be liable for any costs incurred.
6. I give permission for medical and emergency information included on my son's/daughter's school enrolment to be used by the training provider.
7. I have attached details of any known medical condition which may affect my son/daughter and any current or recent medication or treatment relating to my son/daughter or that may be relevant.
8. I will alert the school and the external provider if there are any changes to the attached details or if I become aware of circumstances which raise concerns as to the safety of my son/daughter participating in this program.
9. My son/daughter has consulted me about his/her involvement in the VET program.
10. I have read the relevant information about the program and I understand the commitment required by my son/daughter and agree to his/her participation.
11. I agree to pay for costs of materials used as specified in the course details outlined by the training provider.

Please tick:

☐ I give permission ☐ I do not give permission

for photographic, video, audio or any other form of electronic recording of the named student to be used by the Department of Education and Training and Wimmera Southern Mallee LLEN in the promotion or publicity of VET.

Parent/Guardian Signature: _____ Date: _____

Please attach details of any known medical condition which may affect this student and any current or recent medication or treatment that may be relevant. Please include details of any special learning needs you wish to disclose—vision, hearing, dyslexia, autism, ADHD etc. (Information provided will be used only to determine student needs.)

VET request for Scored Assessment

VET PROGRAMS AND CONTRIBUTION TOWARDS ATAR

VET programs that contribute to the VCE are used in the calculation of the ATAR as follows:

VCE VET Unit 3 and 4 sequences with scored assessment:

- study scores are scaled and may be included in the calculation of the ATAR aggregate
- where a scored assessment is available and you decide not to take it, no increment will be available.

Selected VCE VET programs have a study score component based on the designated Unit 3 and 4 sequence of their program. Scored assessment is comprised of two graded assessments for:

- school-assessed coursework - a set of coursework tasks set by the assessor
- an examination set by the VCAA.

VCE VET Programs with a Study Score

The study score can contribute directly to the ATAR (formerly ENTER) as one of the students primary four scaled studies or as the fifth or sixth study.

It is important to note that the Units 3 and 4 sequences of VCE VET programs are not designed as stand-alone studies. In order to receive the VET qualification, students must undertake the entire Units 1 to 4 structure of a VCE VET program.

The following VCE VET programs have a study score available to students undertaking the relevant Units 3 and 4 sequence

Community Services	Engineering	Kitchen Operations	Sport and Recreation
Dance	Furniture Making	Music	

I wish to request Scored Assessment for my VET Program in 2020


- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Community Services | <input type="checkbox"/> Engineering | <input type="checkbox"/> Kitchen Operations | <input type="checkbox"/> Sport and Recreation |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Furniture Making Pathways | <input type="checkbox"/> Music | |

I DO NOT wish to request Scored Assessment for my VET Program in 2020


- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Community Services | <input type="checkbox"/> Engineering | <input type="checkbox"/> Kitchen Operations | <input type="checkbox"/> Sport and Recreation |
| <input type="checkbox"/> Dance | <input type="checkbox"/> Furniture Making Pathways | <input type="checkbox"/> Music | |

I understand the implication of not undertaking scored assessment where it is available in this program.

I have discussed my decision with my school VET Coordinator and my parents / guardian.

Student Name _____  _____ Date _____

School _____

Parent Name _____  _____ Date _____

VET Coordinator Name _____  _____ Date _____

PLEASE RETURN COMPLETED FORMS TO YOUR SCHOOL VET CO-ORDINATOR

