

A light grey map of the Mullum VET Cluster area, showing the coastline and major islands, serves as a background for the top half of the page.

# 2027

# MVC

**MULLUM** VET **CLUSTER**

**trade**  
**service**  
**creative**  
**technology**

**Vocational Education and Training Delivered to Secondary Schools**



# SHAPE YOUR VCE

with VET subjects that feel like you

## PRIORITY INDUSTRY AREAS

Industries aligned to government priorities including skills shortages and economic growth.

|                                                                  | Units<br>1&2 | Units<br>3&4 | Scored | Non-<br>scored |
|------------------------------------------------------------------|--------------|--------------|--------|----------------|
| <b>Building and Construction</b>                                 |              |              |        |                |
| Certificate II in Construction Pathways                          | •            | •            |        | •              |
| Certificate II in Building and Construction Pre-apprenticeship   | •            | •            |        | •              |
| Certificate II in Plumbing (Pre-apprenticeship)                  | •            | •            |        | •              |
| Certificate II in Civil Construction                             | •            | •            |        | •              |
| <b>Community Services and Early Childhood Education</b>          |              |              |        |                |
| Certificate II in Active Volunteering                            | •            |              |        |                |
| Certificate II in Community Services                             | •            |              |        |                |
| Certificate III in Community Services                            | •            | •            | •      | •              |
| Certificate III in Early Childhood Education and Care            | •            | •            |        | •              |
| <b>Digital Technologies</b>                                      |              |              |        |                |
| Certificate II in Applied Digital Technologies                   | •            |              |        |                |
| Certificate III in Information Technology                        | •            | •            | •      | •              |
| Certificate II in Integrated Technologies                        | •            | •            | •      |                |
| CISCO – CCNA v7                                                  |              | •            |        | •              |
| <b>Health</b>                                                    |              |              |        |                |
| Certificate II in Health Support Services                        | •            |              |        |                |
| Certificate III in Allied Health Assistance                      | •            | •            | •      | •              |
| Certificate III in Health Services Assistance                    | •            | •            | •      | •              |
| <b>Hospitality, Events and Tourism</b>                           |              |              |        |                |
| Certificate II in Hospitality                                    | •            | •            | •      |                |
| Certificate II in Cookery                                        | •            | •            | •      | •              |
| Certificate III in Events                                        | •            | •            |        | •              |
| Certificate II in Tourism                                        | •            |              |        |                |
| Certificate III in Tourism                                       | •            | •            |        | •              |
| <b>Renewable Energy and Engineering</b>                          |              |              |        |                |
| Certificate II in Electrotechnology (Career Start)               | •            | •            |        | •              |
| Certificate II in Electrotechnology (Pre-vocational)             | •            | •            |        | •              |
| Certificate II in Engineering Studies                            | •            | •            | •      |                |
| Certificate II in Renewable Energy Technologies and Applications | •            |              |        |                |
| Certificate III in Renewable Energy Industry Pathways            | •            | •            |        | •              |



Find a full list of VET subjects that fit into your VCE, VCE VM or VPC at [vcaa.info/ShapeYourVCE](https://vcaa.info/ShapeYourVCE)

## OTHER INDUSTRY AREAS

Industries with locally high student or community demand.

|                                                          | Units<br>1&2 | Units<br>3&4 | Scored | Non-<br>scored |
|----------------------------------------------------------|--------------|--------------|--------|----------------|
| <b>Agriculture and Environment</b>                       |              |              |        |                |
| Certificate II in Agriculture                            | •            | •            |        | •              |
| Certificate II in Horticulture                           | •            | •            |        | •              |
| Certificate II in Conservation and Ecosystem Management  | •            | •            |        | •              |
| Certificate II in Rural Operations                       | •            | •            |        | •              |
| <b>Animal Care</b>                                       |              |              |        |                |
| Certificate II in Animal Care                            | •            | •            |        | •              |
| Certificate III in Equine Studies                        | •            | •            | •      | •              |
| <b>Automotive</b>                                        |              |              |        |                |
| Certificate II in Automotive Vocational Preparation      | •            | •            |        | •              |
| <b>Business Services</b>                                 |              |              |        |                |
| Certificate II in Workplace Skills                       | •            |              |        |                |
| Certificate III in Business                              | •            | •            | •      | •              |
| Certificate II in Small Business (Operations/Innovation) | •            | •            |        | •              |
| Certificate II in Applied Language                       | •            |              |        |                |
| Certificate III in Applied Language                      |              | •            |        | •              |
| <b>Creative Industries</b>                               |              |              |        |                |
| Certificate II in Creative Industries                    | •            |              |        |                |
| Certificate III in Screen and Media                      | •            | •            | •      | •              |
| Certificate II in Music                                  | •            |              |        |                |
| Certificate III in Music                                 | •            | •            | •      | •              |
| Certificate II in Dance                                  | •            |              |        |                |
| Certificate III in Dance                                 |              | •            | •      | •              |
| Certificate II in Visual Arts                            | •            |              |        |                |
| Certificate III in Visual Arts                           | •            | •            |        | •              |
| <b>Design and Manufacturing</b>                          |              |              |        |                |
| Certificate II in Apparel, Fashion and Textiles          | •            | •            |        | •              |
| Certificate II in Furniture Making Pathways              | •            | •            | •      |                |
| Certificate III in Laboratory Skills                     | •            | •            | •      |                |
| Certificate II in Sampling and Measurement               | •            |              |        |                |
| <b>Salon Services and Cosmetics</b>                      |              |              |        |                |
| Certificate II in Retail Cosmetics                       | •            | •            |        | •              |
| Certificate II in Salon Assistant                        | •            |              |        |                |
| Certificate III in Beauty Services                       | •            | •            |        | •              |
| Certificate III in Make-Up                               | •            | •            |        | •              |
| <b>Sport and Recreation</b>                              |              |              |        |                |
| Certificate II in Outdoor Recreation                     | •            |              |        |                |
| Certificate II in Sport and Recreation                   | •            |              |        |                |
| Certificate III in Sport, Aquatics and Recreation        | •            | •            | •      |                |

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|                                |                                            |     |
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## technical industry courses

|                                                       |                                           |    |
|-------------------------------------------------------|-------------------------------------------|----|
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## trade industry courses

|                                     |                                           |     |
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|                                     | <b>NEW</b> <a href="#">Emmaus College</a> | 66  |
| Engineering Studies                 | <a href="#">Ringwood Training</a>         | 68  |
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## what is VET?

**V**ocational **E**ducation and **T**raining (**VET**) enables students to acquire workplace skills through nationally recognised training described within an industry developed training package or an accredited course.

The achievement of a VET qualification signifies that a student has demonstrated competency against the skills and knowledge required to perform effectively in the workplace.

## Features of VET

- It is a 2-year program combining senior school studies and accredited vocational education and training
- Enables students to complete a nationally recognised vocational qualification (e.g., Certificate II in Hospitality), a senior school certificate (VCE/VCE VM), or vocational pathway certificate (VPC), at the same time
- Provides students a pathway directly to employment and/or entry to further VET studies and qualifications and may also lead to tertiary studies.
- Focuses on students developing industry specific and workplace skills and exposes students to a range of industries to help future career decisions.
- It is a vocationally oriented school program designed to meet the needs of industry.

## How does VET Work?

A VET program is usually made up of:

- VET units of competency
  - Delivered by a registered training organisation (RTO) (e.g., TAFE), student's school or another school close by.
- Structured Workplace Learning (SWL)
  - This involves an employer accepting a student on a one day a week basis or one-week block. Structured Workplace Learning (40 hours per course year is recommended), enables the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will have specific tasks to undertake in order to demonstrate competence. They will be regularly monitored and may be assessed on the job.

## Contribution to the VCE, VM, VPC

With the exception of English there is no limit on the VET programs that may contribute to satisfactory completion of the VCE. VET may be fully incorporated into the VCE as VCE VET or Block Credit Programs.

Students who complete all or part of a nationally recognised qualification may receive credit towards satisfactory completion of their VCE and/or VCE Vocational Major. Recognition can be achieved through:

- Enrolment in a VCAA-approved VCE VET program, or a school-based or part-time apprenticeship or traineeship.
- Enrolment in any other nationally recognised qualification at Certificate II level or above – this arrangement is called block credit recognition.

For more information, please refer to <https://www.vcaa.vic.edu.au/Pages/HomePage.aspx>

## VCE VET Programs:

- VCE VET programs are VET qualifications approved by the VCAA following consultation with schools, industry and training providers.
- VCE VET programs may lead to nationally recognised qualifications, thereby offering student the opportunity to gain both the VCE and a VET qualification,
- All VCE VET programs provide credit towards the VCE. Most VCE VET programs provide credit at Units 1 to 4 level; however, some programs provide credit at Units 1 & 2 level only.
- VCE VET programs also provide credit towards the VCE VM. Students may receive two VET credits at Certificate II level or above (180 nominal hours is required).
- Selected VCE VET programs have a study score component based on the designated Units 3 & 4 sequence of their program. For scored VCE VET programs, the study score is calculated using assessments of each student's levels of performance. Scored programs, contribute directly to the ATAR, either as one of the primary four studies or as a fifth or sixth study.

Some programs do not provide a study score. A non-scored VCE VET program does **not** provide a study score and therefore cannot contribute towards the student's primary four. Subject to VTAC policy, where a Unit 3 & 4 sequence is available and satisfactorily completed, it may be counted as a 5<sup>th</sup> or 6<sup>th</sup> subject and contribute towards their ATAR (a 10% increment towards their ATAR (subject to VTAC policy)).

## **Block Credit VET Programs**

Students who undertake VET programs not included in the suite of approved VCE VET programs may be eligible for credit towards their VCE. VTAC may award students who receive a Units 3 & 4 sequence through Block Credit recognition a 10% increment towards their ATAR (subject to VTAC policy).

For further information, go to: <http://www.vtac.edu.au/pdf/publications/choice.pdf>

## **VET Increases Students' Learning Potential**

- Broadens VCE/VCE VM options
- Develops student's capacity to make decisions and solve problems
- Helps students to gain confidence and improve communication and interpersonal skills through learning in an adult environment
- Fosters positive feedback by enabling students to demonstrate specific skills and competency
- Matches student interests and career directions through the provision of strong pathways.

## **VET Gives National Qualifications and Skills**

- Upon successful completion of the program, students may be awarded a Nationally Accredited Qualification, Skill Set or Statement of Attainment
- VET qualifications may articulate directly into further education and training at a TAFE, other Registered Training Organisation or High Education provider, through documented pathway agreements
- VET provides access to a range of different technologies related to the type and place of work.

## **VET Prepares Students for the Workforce**

- Provides the opportunity to trial an Industry
- Helps students explore possible areas of interest which promote further study and work choices
- Multiplies post-school opportunities
- Participation in Structured Workplace learning provides students with opportunities to develop links to Industry/Local Community employers
- Develops employability skills
- Helps students develop their knowledge of employer's expectations and real working conditions
- Develops their capacity for co-operation, teamwork, independence and leadership skills
- Assists in transition from school to work.



# how to use this handbook

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This **Handbook** has been designed to offer an outline of how the Mullum VET Cluster can provide an extensive selection of VET programs to students at member schools.

## Disclaimer:

- All Mullum VET Cluster programs in this Handbook are offered in good faith. The Programs will be subject to confirmation of Government and other funding which at this stage is unknown. All Cluster Members, including schools, reserve the right to review, cancel or relocate any VET programs listed in this Handbook.
  - Third Party Programs are those programs delivered by Third Party providers and hosted by Mullum VET Cluster members.
  - The printed arrangements regarding times, venues and course outlines are subject to change or cancellation if minimum enrolment numbers are not met. Successful program applicants will be notified of changes prior to course commencement via their Home School's VET Coordinator.
- 

## VET Course Requirements

**NB:** - students enrolling in a VET program through the Mullum VET Cluster will be required to complete a commitment form covering their code of conduct. Further to this, additional course requirements set out by the Mullum VET Cluster must also be adhered to. It is important that parents and students take time to read the following course requirements before submitting an application form.

1. **Absences** - Students are permitted two absences a Semester or four for the year. An additional two approved absences will be allowed for school camps, excursions etc. Parents/carers are required to provide an explanation for their child's absence from school, including VET. VET coordinators, trainers and work/or workplace must be advised, where possible, in advance. Providers need to be advised of all school approved absences such as excursions, work experience etc.
2. **Punctuality** - All students are expected to arrive on time to class. Students who arrive more than 10 minutes after the class has started, and without an adequate reason may not be allowed entry and may be marked absent.
3. **Work requirements** - All tasks as assigned by the trainer/employer are to be completed by the due date. Students who fail to meet deadlines will be given a warning and a second submission date will be negotiated. Students who fail to complete all set tasks may not be able to successfully complete the Certificate.
4. **Medical information** - Before an application can be confirmed, students must return a medical form to their Home School VET coordinator. This will enable the Host School/Venue to comply with their duty of care requirements. **NB:** the medical form will be distributed to students by their home school on Application. All details shared between Home School and VET provider will be treated as confidential.
5. **Student commitment forms** - This form is part of the Application process and outlines all student responsibilities regarding work requirements, student behaviour and course expectations. Failure to complete and submit this form will jeopardise a student's application for a program.

6. **Program costs** - All VET programs offered through the Mullum VET Cluster attract costs. Through the clustering arrangement these costs are kept to a minimum where possible. Program costs will vary according to the purchase of training hours, the materials required by students to complete the program, uniforms, trade materials, transport, books and equipment required. **NB:** There is a deadline of when students need to be withdrawn from their course before incurring costs, usually the first Friday in March.
7. **Unique Student Identifier Number (USI number)** - Since 2015, school students participating in nationally recognised accredited training will require a Unique Student Identifier (USI). The USI will provide students with the ability to obtain a complete record of their Vocational Education and Training (VET) enrolments and achievements from a single online source. Students often need to provide evidence of their academic achievements, for example when applying for a job or to undertake further study. The USI enables students to obtain a full transcript of all of the accredited VET training they have undertaken from the time the USI comes into effect, or an extract of it that shows the particular achievements they want it to. A student must provide their USI number to their Home School on application. The VET training provider must also be presented with the USI number if the student is to receive a statement of attainment or qualification. While students can apply for their own USI, **schools** can also apply on behalf of students with the student's permission. Suggested forms of ID for young students would be a Medicare number, Australian Birth Certificate or Citizenship Certificate. Further information about the USI will be provided by your school's VET Coordinator and is also available at: <https://www.usi.gov.au/> - see Application form.
8. **Structured Workplace Learning** - Structured Workplace Learning is a key feature of VET programs that supports the gaining of skills and knowledge. SWL involves an employer accepting a student on a one day a week basis or a week block basis, enabling the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will have specific tasks to undertake to demonstrate competence. The student will be regularly monitored and may be assessed on the job. **NB:** all required documentation can be sourced from the Home School.
9. **Reports** - All students undertaking a Mullum VET Cluster program will receive an official written report indicating their progress in the program. These reports are issued by the training providers to the student's Home School and will include information on completed competencies, student learning, attendance and behaviour. Parents will receive a copy of these reports at the end of Term 2 and 4. Completed Certificates will be sent directly to the Home School at the completion of the course. Schools will forward reports and certificates to students. It should be noted that completed certificates might not be sent until the following year in accordance with graduation processes from the various TAFE and Registered Training Institutions. Students completing Units of Competency from a VET program will receive a VET Statement of results from the VCAA at the end of each school year.
10. **Student behaviour** - Currently, there are over 1000 students undertaking VET programs through the Mullum VET Cluster. If these programs are to remain available to all Cluster students, it is imperative that students abide by the RTO and Host School's policies and procedures 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 of the expected standard.
11. **Catch up classes** - Where necessary, students may be required to attend catch up classes after school, during the school holidays or on the weekend. The student and/or parent will be required to cover any additional costs related to these classes should they be applied.

12. **Absence from a Scored Assessed Task – Year 2 units only** - Students who are absent from class on a day when a Scored Assessed Task is held:
- Parents/Carers are required to advise the VET Coordinator at school and their VET Trainer by 9:00am.
  - Provide a medical certificate immediately on return to school. A copy should be given to the VET Coordinator by 9:00am and a copy should be faxed to the VET Trainer.
  - The VET Trainer in conjunction with the student's VET Coordinator will determine whether the absence is excused and whether rescheduling the missed task will be granted.
- Students who fail to report to their VET Coordinators on their first day back at school by 9:00am will not have their Scored Assessment Task rescheduled.
13. **Withdrawal from a VET program** - Mullum VET Cluster 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 at full cost to parents.
14. **Additional course information** - For further information on VET programs please refer to the Victorian Curriculum and Assessment Authority website: <http://www.vcaa.vic.edu.au/vet/index.html>
15. **Block credit recognition** - Students may be eligible for credit towards the VCE if they have completed or are completing training in a nationally recognised VET qualification that is not included in the suite of approved VCE VET programs. Credit towards the VCE may be available for full or partial completion of a nationally recognised qualification at Australian Qualification Framework Level II and above. This credit is referred to as 'Block Credit Recognition'. To be eligible for Block Credit Recognition the student must be enrolled in the VCE.
16. **Child Safe Standards** - The schools and institutions affiliated with the Mullum VET Cluster are safe and inclusive environments. The Mullum VET Cluster has a zero tolerance for child abuse and is committed to acting in the best interests of keeping children safe, in accordance with Ministerial Order 870 and The Victorian Child Safe Standards  
- <https://www.education.vic.gov.au/school/principals/spag/safety/Pages/childsafestandards.aspx>
17. **International Students – Please note that many TAFE institutions will not enrol International Students into a VET program.**
- a. Mullum VET Cluster advises that any International Student who undertakes a VET Course may receive a Certificate of Attainment but may not receive the Qualification.
  - b. The score may be counted towards their VCE.
  - c. It is the Home School responsibility to present this information to students and parents/carers.



## The Three Steps to Apply for a VET Program

### Step 1:

- Read the handbook and course requirements carefully.
- Speak to your Home School VET Coordinator; select your program and complete the Expression of Interest (EOI) form provided by your Home School
- Submit the EOI to your VET Coordinator by the due date printed on the form.
  - Please note that some Institutions require additional application procedures to be fulfilled before application is considered and completed.

### Step 2:

- Your student's Home School VET Coordinator will process the EOI form through the Mullum VET Cluster portal and commence the enrolment process.
  - **NB:** EOI form submission does **not mean** that the student is ENROLLED.

### Step 3:

- Host School/Providers will consider all Expression of Interests and advise in regard to **Enrolment of Students**. Home Schools will have access to this information through the Mullum VET Cluster portal and communication from the Host School/Provider.

**NB:** There are costs associated with each program. Applicants should contact their Home School VET Coordinators for an estimate of costs.



# who is the mullum VET cluster?



The Mullum VET Cluster is a co-operative group of **70+** Government, Catholic and Independent schools and Registered Training Organisations, operating in partnership. Our aim is to bring cost effective VET programs to as great a number of students as possible who reside in the Eastern corridor of Victoria.

## Mullum VET Cluster Members Include:

|                                                |                                             |
|------------------------------------------------|---------------------------------------------|
| 3dArts Company                                 | Monbulk College                             |
| Australian Institute of Professional Technique | Mountain Lilydale Mercy College             |
| Australian College of Dramatic Arts            | Mount Waverley Secondary College            |
| Aquinas College                                | Mullauna College                            |
| Balwyn High School                             | National Drones Training Institute          |
| Bayswater Secondary College                    | Nazareth College                            |
| Belgrave Heights Christian School              | Norwood Secondary College                   |
| Berwick Secondary College                      | Oakwood School                              |
| Billanook College                              | Our Lady of Sion College                    |
| Blackburn High School                          | Ranges TEC                                  |
| Boronia K-12 College                           | Ringwood Secondary College                  |
| Box Hill High School                           | Ringwood Training                           |
| Box Hill Senior Secondary College              | Rowville Secondary College                  |
| Brentwood Secondary College                    | Scoresby Secondary College                  |
| Cire Community School                          | SEDA College Victorias                      |
| Cire Services                                  | Sherbrooke Community School                 |
| Croydon Community School                       | St Andrew's Christian College               |
| Doncaster Secondary College                    | St Joseph's College – Ferntree Gully        |
| Donvale Christian College                      | Swinburne Senior Secondary College          |
| East Doncaster Secondary College               | Templestowe College                         |
| Eastern Ranges School                          | The Avenue School                           |
| Edinburgh College                              | The Knox School                             |
| Emerald Secondary College                      | The Masters Creative Institute              |
| Emmaus College                                 | Tintern Grammar                             |
| Fairhills High School                          | Upwey High School                           |
| Forest Hill College                            | Urban College                               |
| Fountain Gate Secondary College                | Urban College Croydon                       |
| Glen Waverley Secondary College                | Vermont Secondary College                   |
| Haileybury Pangea                              | Virtual Schools Victoria                    |
| Heathmont College                              | Wantirna College                            |
| Heritage College Knox                          | Warrandyte High School                      |
| Indie School                                   | Waverley Christian College                  |
| Inspiring Training Academy                     | Wellington Secondary College                |
| Lilydale Heights College                       | Whealers Hill Secondary College             |
| Luther College                                 | Whitefriars College                         |
| Mater Christi College                          | William Angliss Institute                   |
| Mazenod College                                | Yarra Hills Secondary College – Mooroolbark |
| Melba College                                  | Yarra Valley Grammar School                 |
| Melbourne Rudolf Steiner School                | Yea High School – Wantirna Campus           |

### Course Aims

The course caters to a niche but growing market of students in Years 10, 11 and 12 who are passionate about acting for film and television. It complements subjects such as VCE Drama and Theatre Studies but offers a unique, practical focus on screen acting.

The course offers students a comprehensive training opportunity to develop their acting skills to an industry-standard level. It caters to a broad range of career aspirations within the screen and performing arts industries, including acting for film and television and performance development. In addition to preparing students for professional work, the course serves as a recognised pathway to further study at university or TAFE in the Performing Arts field.

The course is at AQF Level 3 (Certificate III) and recommended that students have literacy and numeracy competencies equivalent to Australian Core Skills Framework (ACSF) Level 2.

### Course Delivery - Location and Times

**Year 1:** The Australian College of Dramatic Arts, MBCTA Youth Theatre (Boronia) Monday 4:30pm – 7:30pm **OR** Wednesday 2:00pm – 5:00pm (will be made available when Monday class is at capacity). **Please note:** there may be occasion when the Year 1 classes will need to be combined. Students will be notified well in advance.

**Year 2:** The Australian College of Dramatic Arts, MBCTA Youth Theatre (Boronia) Wednesday 5:00pm – 8:00pm

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School VET Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

It is recommended that students have literacy and numeracy competencies equivalent to ACSF Level 2 and AQF Level 3, suitable to undertake a Certificate III in Acting (Screen). This certificate provides the minimum 180 hours required to achieve two units towards VCE and two VCE VET Credits in the VM, also providing 2 credits towards the VPC.

\*Please note the minimum VET requirement for the VPC is one credit = 90 hours.

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22707VIC – Certificate III in Acting (Screen)**.

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Australian College of the Dramatic Arts  
RTO: 3139

#### RTO Student Information:

Please refer to [www.acda.vic.edu.au](http://www.acda.vic.edu.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Work Placement:** Not required.

**Other:** NA

**Pre-requisites:** The course is at AQF Level 3 (Certificate III) and **recommended** that students have literacy and numeracy competencies equivalent to Australian Core Skills Framework (ACSF) Level 2.

**OHS / Personal Protective Equipment:** NA

**Excursions:** Students are required to attend compulsory VET industry days which run throughout the duration of the 2-year course.

### Future Pathways and Opportunities

| Complementary studies:                | • Drama                                                                                                                                  |                                                                                                                               | • Theatre Studies                                                                                                                             |                                                                                                                             |
|---------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|
| Pathways:                             | • Diploma of Arts – Acting                                                                                                               | • Advanced Diploma of Arts                                                                                                    | • Degree of Creative Arts/Drama                                                                                                               |                                                                                                                             |
| Possible Future Career Opportunities: | <ul style="list-style-type: none"> <li>• Actor</li> <li>• Agent</li> <li>• Casting Consultant</li> <li>• Television Presenter</li> </ul> | <ul style="list-style-type: none"> <li>• Director</li> <li>• Technician</li> <li>• Drama Teacher</li> <li>• Writer</li> </ul> | <ul style="list-style-type: none"> <li>• Producer</li> <li>• Stage Manager</li> <li>• Lighting and Sound</li> <li>• Graphic Artist</li> </ul> | <ul style="list-style-type: none"> <li>• Technical Crew Member</li> <li>• Make-Up Artist</li> <li>• Stunt Actors</li> </ul> |

## Units covered in the first year:

| Unit Code           | Unit Name                                          | Nominal Hours | Core or Elective |
|---------------------|----------------------------------------------------|---------------|------------------|
| BSBXTW301           | Work in a team                                     | 40            | C                |
| BSBPEF301           | Organise personal work priorities                  | 30            | C                |
| CUAWHS312           | Apply work health and safety practices             | 30            | C                |
| CUAIND211           | Develop and apply creative arts industry knowledge | 20            | C                |
| CUAMPF312           | Prepare for musical performances (contextualised)  | 35            | C                |
| VU24028             | Prepare and present self for auditions             | 45            | C                |
| VU24029             | Develop script knowledge and performance skills    | 45            | C                |
| VU24030             | Develop acting techniques                          | 45            | C                |
| Total nominal hours |                                                    | 290           |                  |

## Units covered in the second year:

| Unit Code                    | Unit Name                                      | Nominal Hours | Core or Elective |
|------------------------------|------------------------------------------------|---------------|------------------|
| BSBTWK301                    | Use inclusive work practices                   | 30            | C                |
| CUAIND412                    | Provide freelance services                     | 40            | C                |
| FNSCUS411                    | Participate in negotiations                    | 20            | C                |
| VU24031                      | Expand skills for auditions                    | 50            | C                |
| VU24032                      | Expand script knowledge and performance skills | 50            | C                |
| VU24033                      | Extend acting technique                        | 50            | C                |
| VU24034                      | Write the script                               | 50            | C                |
| <b>Choose 1 Elective</b>     |                                                |               |                  |
| CUACAM411                    | Shoot a wide range of screen content           | 90            | E                |
| CUAAIR312                    | Develop techniques for presenting to camera    | 30            | E                |
| CUADRT512                    | Direct performers for screen productions       | 50            | E                |
| CUADRT612                    | Audition and select performers                 | 50            | E                |
| CUAMUP411                    | Design, apply and remove make-up               | 160           | E                |
| Nominal hours over two years |                                                | 610 - 740     |                  |

# create



# agriculture and rural operations



MOUNT LILYDALE  
MERCY COLLEGE

## Dual Qualification

Certificate II in Agriculture and Rural Operations AHC20122/AHC21216

Mount Lilydale Mercy College

### Course Aims

Certificate II in Agriculture and Rural Operations is a nationally accredited curriculum which offers students an overview of the Agriculture industry and the career paths within it. The VCE VET Agriculture and Rural Operations program provides students with the knowledge and skills to enhance their employment prospects in the Agriculture industry. The training program incorporates the following key competencies: collecting, analysing and organising information, communicating ideas and information, planning and organising, working with others, using mathematical ideas and techniques, solving problems, and using technology

### Course Delivery - Location and Times

**Year 1 and Year 2 (combined class):** Mount Lilydale Mercy College, 120 Anderson Street, Lilydale. Wednesday 1:15pm – 5:15pm

**Mode of Delivery:** Training rooms/offsite farm and winery

**Please note:** Students and parents will be required to sign an open excursion form to the farm in Wandin, so that students can attend when required.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised dual qualification may be attained on successful completion of **Certificate II in Agriculture and Rural Operations AHC20122/AHC21216**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Velisha Education Group (VEG)

RTO: 45732

### RTO Student Information:

Please refer to <https://www.mlmc.vic.edu.au/> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students are required to wear a uniform, appropriate to the nature of Agriculture and will be supplied.

**Excursions:** There will be excursions and incursion throughout this course.

**Work Placement:** NA

**Pre-requisites:** NA

**Other:** NA

## Future Pathways and Opportunities

|                                                                   |                                                                                                                                                               |                                                                                                                                       |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                                     | <ul style="list-style-type: none"><li>General Mathematics</li></ul>                                                                                           | <ul style="list-style-type: none"><li>Outdoor and Environmental Studies</li></ul>                                                     |
| <b>Pathways (once student has completed units 1, 2, 3 and 4):</b> | <ul style="list-style-type: none"><li>Certificate III in Horticulture</li><li>Certificate III in Agriculture</li><li>Certificate III in Landscaping</li></ul> | <ul style="list-style-type: none"><li>Certificate III in Landscape Construction</li><li>Certificate III in Rural Operations</li></ul> |
| <b>Possible Future Career Opportunities:</b>                      | <ul style="list-style-type: none"><li>Landscaping</li><li>Irrigation systems</li><li>Conservation</li></ul>                                                   | <ul style="list-style-type: none"><li>Propagation of plants</li><li>Operating equipment and machinery</li></ul>                       |

## Units 1 and 2:

| Unit Code           | Unit Name                                              | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------|---------------|------------------|
| AHCWHS202           | Participate in workplace health and safety processes   | 30            | C                |
| AHCPMG202           | Treat plants, pests, diseases and disorders            | 30            | C                |
| AHCSOL203           | Assist with soil or growing media sampling and testing | 30            | E                |
| AHCCHM201           | Apply chemicals under supervision                      | 30            | C                |
| AHCPHT214           | Support horticultural crop harvesting                  | 25            | C                |
| AHCPHT215           | Plant horticultural crops                              | 25            | E                |
| AHCPCM204           | Recognise plants                                       | 40            | C                |
| AHCPGD207           | Plant trees and shrubs                                 | 20            | C                |
| Total nominal hours |                                                        | 230           |                  |

## Units 3 and 4:

| Unit Code           | Unit Name                                                 | Nominal Hours | Core or Elective |
|---------------------|-----------------------------------------------------------|---------------|------------------|
| AHCWRK211           | Participate in environmentally sustainable work practices | 30            | C                |
| AHCWRK212           | Work effectively in the industry                          | 30            | C                |
| AHCWRK213           | Participate in workplace communications                   | 40            | C                |
| AHCIRG221           | Assist with pressurised irrigation operations             | 40            | C                |
| AHCINF206           | Install, maintain and repair farm fencing                 | 30            | E                |
| AHCLSK222           | Care for health and welfare of livestock                  | 40            | C                |
| AHCLSK224           | Handle livestock using basic techniques                   | 30            | E                |
| AHCLSK210           | Muster and move livestock                                 | 25            | E                |
| Total Nominal Hours |                                                           | 265           |                  |

trade



# allied health assistance



## HLT33021 Certificate III in Allied Health Assistance

### Emmaus College

#### Course Aims

The HLT33021 Certificate III in Allied Health Assistance provides students with foundation skills and knowledge for work within the health and community services sector. The course develops practical skills in communication, infection control, workplace safety, assisting with allied health programs, and supporting clients with a range of health needs. Students gain an understanding of healthcare environments, professional practice, and teamwork while completing practical learning activities and workplace experience. The program supports pathways into further study and employment within allied health, aged care, disability support, and broader health services industries.

#### Course Delivery - Location and Times

**Year 1:** Emmaus College (Burwood Campus), 285 Warrigal Road, Burwood. Wednesday 1:30pm -5.00pm

**Year 2:** Available in 2028

**Mode of Delivery:** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of HLT33021 Certificate III in Allied Health Assistance

#### Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**

**TBA**

**RTO: TBA**

**RTO Student Information:**

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students are required to wear flat closed shoes. Students will be notified of all PPE for OHS.

**Excursions:** NA

**Work Placement:** Not required but is recommended.

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                    |                                                                                                                                                                          |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"><li>Further vocational training or tertiary study in health-related fields.</li></ul>                                                                            |                                                                                                                                                                          |
|                                              | <ul style="list-style-type: none"><li>Biology</li><li>Chemistry</li><li>Physical Education</li></ul>                                                                                               | <ul style="list-style-type: none"><li>Health and Human Development</li><li>Psychology</li></ul>                                                                          |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"><li>Cert IV in Allied Health</li></ul>                                                                                                                           | <ul style="list-style-type: none"><li>Diploma of Nursing</li></ul>                                                                                                       |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"><li>Physiotherapy Assistant</li><li>Occupational Therapy Assistant</li><li>Speech Pathology Support</li><li>Health Care Assistant</li><li>Ward Support</li></ul> | <ul style="list-style-type: none"><li>Aged Care</li><li>Disability Support</li><li>Community Services</li><li>Nursing Assistant</li><li>Patient Care Assistant</li></ul> |

## Units covered in the first year 2027:

| Unit Code           | Unit Name                                                                | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------------------------|---------------|------------------|
| CHCCOM005           | Communicate and work in health or community services                     | 30            | C                |
| CHCDIV001           | Work with diverse people                                                 | 40            | C                |
| HLTINF006           | Apply basic principles and practices of infection prevention and control | 35            | C                |
| HLTWHS001           | Participate in workplace health and safety                               | 20            | C                |
| CHCCCS002           | Assist with movement                                                     | 25            | E                |
| HLTFSE001           | Follow basic food safety practices                                       | 30            | E                |
| HLTAID003           | Provide first aid                                                        | 18            | E                |
| Total nominal hours |                                                                          | 198           |                  |

## Units covered in the second year 2028:

| Unit Code           | Unit Name                                             | Nominal Hours | Core or Elective |
|---------------------|-------------------------------------------------------|---------------|------------------|
| HLTAAP001           | Recognise healthy body systems                        | 70            | C                |
| BSBMED301           | Interpret and apply medical terminology appropriately | 60            | C                |
| HLTHPS001           | Take clinical measurements                            | 50            | E                |
| Total nominal hours |                                                       | 180           |                  |

# service



## ACM20121 Certificate II in Animal Care Cire Services

### Course Aims

This course provides students with knowledge and skills across a variety of areas in the animal care and management industry. Individuals in these roles provide care for animals in workplaces such as animal shelters, kennels, pet retail shops, sanctuaries and veterinary clinics. At this level, individual workers are generally under direct supervision within clearly defined guidelines for work activities

### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am – 2:00pm

**Year 2:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am – 2:00pm

**Mode of Delivery:** Classroom and Farm based. Offsite Farm location to be confirmed.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **ACM20121 – Certificate II in Animal Care**

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

#### RTO Student Information:

Please refer to the Mullum Vet Cluster website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

#### OHS / Personal Protective Equipment:

No uniforms required. Students may need to use PPE for some activities. Appropriate PPE will be supplied.

**Excursions:** NA

**Work Placement:** No compulsory work placement. CIRE will use a range of simulated and actual workplaces to meet the requirements of this qualification.

**Other:** NA

### Future Pathways and Opportunities

|                                              |                                                                                                                                                   |                                                                                                                    |                                                                                                                                             |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                |                                                                                                                                                   |                                                                                                                    |                                                                                                                                             |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Animal Care</li> </ul>                                                                  |                                                                                                                    |                                                                                                                                             |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Animal Welfare Attendant</li> <li>Kennel or Cattery Attendant</li> <li>Animal Shelter Attendant</li> </ul> | <ul style="list-style-type: none"> <li>Animal Rescue Centre worker</li> <li>Veterinary Clinic Assistant</li> </ul> | <ul style="list-style-type: none"> <li>Pet Shop Attendant</li> <li>Assistant Dog Groomer</li> <li>Dog Walker</li> <li>Pet Sitter</li> </ul> |

| Units covered in first year: |                                                      |               |                  |
|------------------------------|------------------------------------------------------|---------------|------------------|
| Unit Code                    | Unit Name                                            | Nominal Hours | Core or Elective |
| ACMWHS201                    | Participate in workplace health and safety processes | 20            | C                |
| ACMGEN201                    | Work in the animal care industry                     | 30            | C                |
| ACMGEN203                    | Feed and water animals                               | 30            | C                |
| ACMSPE320                    | Provide general care of mammals                      | 40            | E                |
| BSBCMM211                    | Apply communication skills                           | 40            | C                |
| ACMVET201                    | Assist with veterinary nursing reception duties      | 60            | E                |
| Total nominal hours Year 1   |                                                      | 220           |                  |

| Units covered in second year: |                                                           |               |                  |
|-------------------------------|-----------------------------------------------------------|---------------|------------------|
| Unit Code                     | Unit Name                                                 | Nominal Hours | Core or Elective |
| ACMGEN205                     | Source and provide information for animal care needs      | 35            | E                |
| ACMBEH302                     | Provide enrichment for animals                            | 50            | E                |
| ACMGEN202                     | Complete animal care hygiene routines                     | 30            | C                |
| ACMSUS201                     | Participate in environmentally sustainable work practices | 20            | C                |
| ACMGEN204                     | Assist in health care of animals                          | 40            | C                |
| ACMGEN309                     | Provide basic animal first aid                            | 40            | E                |
| Total nominal hours Year 2    |                                                           | 215           |                  |

## service



## ACM20121 Certificate II in Animal Care Donvale Christian College

### Course Aims

This is a general qualification for entry into sectors of the animal care and management industry, where workers provide care for animals in workplaces such as animal shelters, kennels, catteries, sanctuaries and veterinary clinics. At this level, work takes place under direct supervision within clearly defined guidelines for work activities.

This course is designed to provide you with an understanding of the basic skills and knowledge to enter the Animal Care and Management industry and become an animal carer, animal welfare worker or farm hand. Completion of this course will assist you to make an informed decision regarding pursuing a career within the animal industry.

### Course Delivery - Location and Times

**Year 1:** Donvale Christian College, 155 Tindals Road, Donvale. Thursday 1:15pm-5:15pm.

**Year 2:** Donvale Christian College, 155 Tindals Road, Donvale. Thursday 1:15pm-5:15pm

**Year 1:** Donvale Christian College, 155 Tindals Road, Donvale. **Wednesday 1:15pm-5:15pm.**

**Year 2:** Donvale Christian College, 155 Tindals Road, Donvale. **Wednesday 1:15pm-5:15pm**

**Limited Places**

**Mode of Delivery:** DonChristCol Farm and Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **ACM20121 – Certificate II in Animal Care**

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Wise Employment

RTO: 6653

#### RTO Student Information:

Please refer to the Mullum Vet Cluster website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students need to purchase steel-capped boots and wear a hat and hard-wearing attire.

#### Pre-requisites: NA

**Excursions:** Students may be required to attend planned Excursions.

**Work Placement:** The VCAA strongly recommends 80 hours of structured workplace learning (SWL) placement over the duration of the program. The College runs a farm which provides options for work placement opportunities through animal exhibitions and experiences in addition to the prescribed Vet training sessions on Wednesdays and Thursdays.

**Other:** NA

### Future Pathways and Opportunities

|                                              |                                                                                                                                                |                                                                                                                                   |                                                                                                                                                     |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                |                                                                                                                                                |                                                                                                                                   |                                                                                                                                                     |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Animal Care</li> </ul>                                                               |                                                                                                                                   |                                                                                                                                                     |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Welfare Organisation worker</li> <li>Animal Care Attendant</li> <li>Animal Shelter Attendant</li> </ul> | <ul style="list-style-type: none"> <li>Animal Rescue Centre worker</li> <li>Farmhand Alpaca Stud</li> <li>Farm Manager</li> </ul> | <ul style="list-style-type: none"> <li>Kennel Hand</li> <li>Cattery Attendant</li> <li>Pet Shop Attendant</li> <li>Assistant Dog groomer</li> </ul> |

| Units covered in 2027: |                                                           |               |                  |
|------------------------|-----------------------------------------------------------|---------------|------------------|
| Unit Code              | Unit Name                                                 | Nominal Hours | Core or Elective |
| ACMGEN201              | Work in the animal care industry                          | 30            | C                |
| ACMGEN202              | Complete animal care hygiene routines                     | 30            | C                |
| ACMGEN203              | Feed and water animals                                    | 40            | C                |
| ACMSUS201              | Participate in environmentally sustainable work practices | 20            | C                |
| ACMWHS201              | Participate in workplace health and safety processes      | 40            | C                |
| BSBCMM211              | Apply communication skills                                | 40            | C                |
| Total nominal hours    |                                                           | 200           |                  |

| Units covered in 2028: |                                                                                         |               |                  |
|------------------------|-----------------------------------------------------------------------------------------|---------------|------------------|
| Unit Code              | Unit Name                                                                               | Nominal Hours | Core or Elective |
| ACMBEH302              | Provide enrichment for animals                                                          | 40            | E                |
| ACMGEN204              | Assist in health care of animals                                                        | 40            | C                |
| ACMGEN205              | Source and provide information for animal care needs                                    | 40            | E                |
| ACMGEN309              | Provide basic animal first aid                                                          | 40            | E                |
| AHCLSK232              | Carry out alpaca handling & husbandry operations (from AHC20122 Cert II in Agriculture) | 50            | E                |
| AHCPLY303              | Maintain Health and Welfare of Poultry (from AHC20122 Cert II in Agriculture)           | 30            | E                |
| Total nominal hours    |                                                                                         | 240           |                  |

## service



## Course Aims

VET delivered in secondary colleges Automotive Studies is ideal for students who want a hands-on practical applied learning study that contributes to VCE, VCE VM and VPC. The Certificate II prevocational course includes teamwork and practical work tasks. The course includes skills and knowledge required to perform a range of tasks related to servicing and repairing mechanical components/systems of cars within an automotive service and repair business. It is suitable for entry into the automotive retail, service and repair industry. Students may transition into an SBAT (School based Apprenticeship and Traineeship) in Automotive Vehicle Technology then take up a full time Certificate III Light Vehicle Mechanical Technology or Heavy Stream apprenticeship.

## Course Delivery - Location and Times

**Year 1:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 8:00am-12:30pm; Wednesday 1:00pm-5:30pm

**Year 2:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 8:00am-12:30pm; Wednesday 1:00pm-5:30pm

**Mode of Delivery:** Classroom/workshop based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## Automotive Training – Competency Based Overview

In automotive training, competency-based assessments focus on evaluating a student's ability to perform tasks in a realistic workplace setting. This includes:

### Hands-On Learning in a simulated workshop environment

- Assessments are conducted where the student will complete tasks in a workshop setting that closely mirrors what they would experience on the job.

### Direct Observation

- Trainers directly observe the student performing the tasks, evaluating their ability to apply the knowledge and skills outlined in the competency standards.
- Trainers will often ask questions about the student's understanding of the tasks they are performing, ensuring they can not only demonstrate the basic skill but also explain the reasoning behind it.

## Student Expectations

### **To succeed, students must:**

- Arrive on time and be ready to start each class.
  - Bring all required items - a pen, their uniform and safety boots
- Meet a minimum attendance rate of 90%
  - Students who fall below this level will make it difficult to complete all the allocated class/workshop learning & assessments.
  - Students may be required to do some homework to catch up on missed classwork.
- Demonstrate basic digital literacy skills
- Demonstrate competency in all course components to receive a competent/satisfactory result

## Additional Requirements/ Information

### **Name of RTO & Provider of Qualification:**

Ringwood SC (Ringwood Training)

RTO: 22475

### **RTO Student Information:**

Please refer to <http://www.rt.vic.edu.au/student-handbook> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**Work Placement:** Not required but is strongly recommended.

**OHS / Personal Protective Equipment:** Workwear and steel-cap leather work boots required. No bib and brace overalls. Clear lens safety glasses will be supplied. (Work shirt to be purchased at student expense. This is not covered by the Materials fee.)

**Excursions:** Industry e.g. HSV, Fox Museum. (If conducted this is not covered by the Materials Fee. It is at student expense.)

**Other:** Food and snacks options are not available on site. Students may access nearby off-site shops and cafes during breaks if they wish.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.**

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the

program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce> Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **AUR20720 - Certificate II in Automotive Vocational Preparation**

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate II in Automotive Vehicle Servicing (as a School-based Traineeship)</li> <li>• Certificate IV in Automotive Technology</li> <li>• Certificate III in Light Vehicle Mechanical Technology</li> <li>• Diploma of Automotive Technology</li> <li>• Certificate III in Heavy Vehicle</li> </ul>                                                                                                                                                                                                                                                                        |
| <b>Possible Future Career Opportunities:</b> | Australia's modern vehicle fleet requires highly skilled Light Vehicle Motor Mechanics to maintain, service and repair vehicle mechanical and electrical components. The range of tasks undertaken by motor mechanics includes working on engines, transmissions, steering systems and much more. Today's motor mechanic needs to be highly literate and numerate and should have the capacity to be trained to use a range of electronic vehicle diagnostic software. Many tradespeople in this field become highly sought-after specialists, and some move across into electrical and heavy vehicle roles over time. |

## UOC Units of Competency

### Units covered in the first year:

| Unit Code                  | Unit Name                                                                        | Nominal Hours | Core or Elective |
|----------------------------|----------------------------------------------------------------------------------|---------------|------------------|
| AURAEA002                  | Follow environmental and sustainability best practice in an automotive workplace | 25            | C                |
| AURASA102                  | Follow safe working practices in an automotive workplace                         | 20            | C                |
| AURLTA101                  | Identify automotive mechanical systems and components                            | 25            | C                |
| AURTTK102                  | Use and maintain tools and equipment in an automotive workplace                  | 20            | C                |
| AURLTJ113                  | Remove, inspect and refit light vehicle wheel and tyre assemblies                | 20            | E                |
| AURTTA127                  | Carry out basic vehicle servicing operations                                     | 40            | E                |
| AURTTE008                  | Dismantle and assemble multi-cylinder four-stroke petrol engines                 | 40            | E                |
| <b>Total nominal hours</b> |                                                                                  | <b>190</b>    |                  |

### Units covered in the second year:

| Unit Code                  | Unit Name                                             | Nominal Hours | Core or Elective |
|----------------------------|-------------------------------------------------------|---------------|------------------|
| AURFAA103                  | Communicate effectively in an automotive workplace    | 20            | C                |
| AURFAA104                  | Resolve routine problems in an automotive workplace   | 20            | C                |
| AURETR103                  | Identify automotive electrical systems and components | 25            | C                |
| AURETK003                  | Operate electrical test equipment                     | 40            | E                |
| AURETR115                  | Inspect, test and service batteries                   | 10            | E                |
| AURTTB007                  | Remove and replace brake assemblies                   | 20            | E                |
| AURTTTC004                 | Remove and replace radiators                          | 20            | E                |
| AURTTD006                  | Remove and replace vehicle front suspension springs   | 25            | E                |
| <b>Total nominal hours</b> |                                                       | <b>180</b>    |                  |

trade



# aviation (remote pilot)



**AVI30419 Certificate III in Aviation (Remote Pilot)**

**National Drones Training Institute**

## Course Aims

The qualification is relevant to individuals operating remotely piloted aircraft systems (RPAS), in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (ASA) and national operating standards. A more detailed course description can be seen here: <https://training.gov.au/Training/Details/AVI30419>

## Course Delivery - Location and Times

**Year 1:** Fairhills High School, 330 Scoresby Road, Knoxfield. Wednesday 1:00pm – 4:30pm

**Year 2:** Fairhills High School, 330 Scoresby Road, Knoxfield. Wednesday 1:00pm – 4:30pm

**Mode of Delivery** Classroom/Park based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **AVI30419 – Certificate III in Aviation (Remote Pilot)**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Beverly College Pty Ltd T/A National Drones Training Institute  
RTO: 41441

### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**Work Placement:** Not required.

**OHS / Personal Protective Equipment:** Hi-Vis Vest required for practical sessions, provided by National Drones Training Institute.

### Excursions:

- **National Drones** - Commercial Drone Operation.
- **Airservices** – Melbourne Air Traffic Control Tower.
- **Victoria Police** RPAS (Remote Pilot Division)

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                 |                                                                                                                                                    |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Remote Pilot Licence (RePL) and Aeronautical Radio Operator Certificate (AROC) - CASA</li> </ul>                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                 |                                                                                                                                                    |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Diploma of Police Search and Rescue</li> <li>• Diploma of Property Services (Asset and Facility Management)</li> <li>• Advanced Diploma of Public Safety (fire Fighting Management)</li> <li>• Diploma of Aviation</li> </ul> <p><b>The use of drones as a tool to capture and analyse data is being utilised over a vast number of career pathways, providing upskilling opportunities in technology, necessary for future jobs.</b></p> |                                                                                                                                                                 |                                                                                                                                                    |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Engineering</li> <li>• Surveying</li> <li>• Law Enforcement</li> <li>• Building/Asset Inspection</li> </ul>                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>• Energy / Utility Sectors</li> <li>• Artificial Intelligence</li> <li>• Telecommunications</li> <li>• Mining</li> </ul> | <ul style="list-style-type: none"> <li>• Forensics</li> <li>• Emergency Services</li> <li>• Computer Science</li> <li>• UAV/Drone Pilot</li> </ul> |

## Units covered in the first year:

| Unit Code           | Unit Name                                                                   | Nominal Hours | Core or Elective |
|---------------------|-----------------------------------------------------------------------------|---------------|------------------|
| AVIY0031            | Apply the principles of air law to remote pilot aircraft systems operations | 15            | C                |
| AVIY0027            | Operate multi-rotor remote pilot aircraft systems                           | 20            | E                |
| AVIH0006            | Navigate remote pilot aircraft systems                                      | 45            | C                |
| AVIW0004            | Perform operational inspections on remote operated systems                  | 30            | C                |
| AVIY0053            | Manage remote pilot aircraft systems energy source requirements             | 25            | C                |
| AVIE0003            | Operate aeronautical radio                                                  | 25            | E                |
| AVIE0005            | Complete a Notice to Airmen (NOTAM).                                        | 20            | E                |
| AVIW0008            | Conduct aerial search using remote piloted aircraft                         | 30            | E                |
| Total nominal hours |                                                                             | 210           |                  |

## Units covered in the second year:

| Unit Code           | Unit Name                                                                  | Nominal Hours | Core or Elective |
|---------------------|----------------------------------------------------------------------------|---------------|------------------|
| AVIZ0005            | Apply situational awareness in remote pilot aircraft systems operations    | 5             | C                |
| AVIF0021            | Manage human factors in remote pilot aircraft systems operations           | 20            | C                |
| AVIW0028            | Operate and manage remote pilot aircraft systems                           | 40            | C                |
| AVIW0006            | Perform infrastructure inspections using remote operated systems           | 35            | E                |
| AVIW0007            | Perform aerial mapping and modelling using remote piloted aircraft systems | 35            | E                |
| AVIY0023            | Launch, control and recover a remotely piloted aircraft                    | 30            | C                |
| AVIY0052            | Control remote pilot system on the ground                                  | 25            | C                |
| Total nominal hours |                                                                            | 190           |                  |

# technology



## SHB30121 Certificate III in Beauty Services Inspiring Training Academy

### Course Aims

This qualification reflects the role of individuals employed as beauticians to provide a range of beauty services including nail, waxing, lash and brow, and basic make-up services.

These individuals possess a range of well-developed technical and customer service skills where discretion and judgement are required and are responsible for their own outputs. This includes client consultation on beauty products and services.

### Course Delivery - Location and Times

**Year 1:** Inspiring Training Academy

- 91A Boronia Road, **Boronia**. Wednesday 9:00am – 12:30pm **OR** Wednesday 1:00pm – 4:30pm.
- Nazareth College, Manning Drive, **Noble Park**. Wednesday 12:30pm – 4:00pm.

**Year 2:** Inspiring Training Academy

- 91A Boronia Road, **Boronia**. Wednesday 9:00am – 4:00pm
- Nazareth College, Manning Drive, **Noble Park**. Wednesday 9:00am – 4:00pm

**Mode of Delivery:** Blended – combining face to face, online and self-paced study.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SHB30121 - Certificate III in Beauty Services**.

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd

TOID No: 22728

#### RTO Student Information:

Please refer to [www.inspiringbeauty.com.au](http://www.inspiringbeauty.com.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students are required to wear flat closed toe shoes. All PPE for OHS will be issued to the student as per the training package requirements.

**Excursions:** NA

**Work Placement:** As per the training package requirement, many units require students to complete treatments on paying clients, whilst this can be accommodated within a simulated salon environment, it is also encouraged that students seek **80 hours** of work placement in a workplace representing the course they are enrolled in. Structured workplace learning (SWL) gives students the opportunity to get on-the-job training, allowing students to strengthen the skills and knowledge of their qualification. For further information please visit the Victorian Curriculum and Assessment Authority website [here](#).

**Other:**

**Pre-requisites:** NA

### Future Pathways and Opportunities

|                                              |                                                                                                                           |                                                                                                                      |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Biology</li> </ul>                                                               | <ul style="list-style-type: none"> <li>• Chemistry</li> </ul>                                                        |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate IV in Beauty Therapy</li> <li>• Diploma of Beauty Therapy</li> </ul> | <ul style="list-style-type: none"> <li>• Bachelor of Health Science</li> <li>• Bachelor of Dermal Science</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Beauty Therapist</li> <li>• Beauty Therapist (Spa)</li> </ul>                    | <ul style="list-style-type: none"> <li>• Dermal Therapist or Clinician</li> <li>• Salon Manager</li> </ul>           |

## Units covered in the first year:

| Unit Code  | Unit Name                                                                      | Nominal Hours | Core or Elective |
|------------|--------------------------------------------------------------------------------|---------------|------------------|
| SHBXWHS003 | Apply safe hygiene, health and work practices                                  | 40            | C                |
| SHBBINF002 | Maintain infection control standards                                           | 75            | E                |
| SHBBRES003 | Research and apply beauty industry information                                 | 20            | C                |
| SHBBMUP009 | Design and apply make-up                                                       | 45            | C                |
| SHBXIND003 | Comply with organisational requirements within a personal services environment | 45            | C                |
| SHBBMUP010 | Design and apply make-up for photography                                       | 30            | E                |
| SHBBCCS005 | Advise on beauty products and services                                         | 30            | C                |
| SHBXCCS007 | Conduct salon financial transactions                                           | 25            | C                |
| SHBBFAS004 | Provide lash and brow services                                                 | 30            | C                |
|            | <b>Total nominal hours</b>                                                     | <b>340</b>    |                  |

**Units covered in the second year:**

| Unit Code  | Unit Name                                                                                | Nominal Hours | Core or Elective |
|------------|------------------------------------------------------------------------------------------|---------------|------------------|
| SHBBHRS010 | Provide waxing services                                                                  | 100           | C                |
| SIRXSLS001 | Sell to the retail customer                                                              | 20            | C                |
| SHBBNLS011 | Use electric file equipment for nail services                                            | 30            | C                |
| SHBXCCS008 | Provide salon services to clients                                                        | 30            | C                |
| SHBBNLS007 | Provide manicure and pedicure services                                                   | 60            | C                |
| SHBBMUP008 | Apply eyelash extensions                                                                 | 40            | E                |
| SHBHBAS002 | Provide head, neck and shoulder massage for relaxation                                   | 20            | E                |
| SHBBBOS007 | Apply cosmetic tanning products                                                          | 20            | C                |
| SIRXOSM002 | Maintain ethical and professional standards when using social media and online platforms | 50            | C                |
|            | <b>Total nominal hours</b>                                                               | <b>370</b>    |                  |

## service



## Course Aims

This qualification reflects the role of a person working the beauty industry as a beautician to provide a range of beauty services including nails, waxing, lash and brow and basic make-up services.

## Course Delivery - Location and Times

**Year 1:** Headmasters Academy, Level 2, 185 Spring Street, Melbourne. Wednesday 8:45am-4:15pm (**NOT AVAILABLE in 2027**)

**Year 2:** Headmasters Academy, Level 2, 185 Spring Street, Melbourne. Wednesday 8:45am-4:15pm

- **Please note, Year 2 is only available to students who have completed Year 1 in 2026 with The Masters Creative Institute.**

**Mode of Delivery:** Classroom based

**Duration:** 2 year's part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SHB30121 - Certificate III in Beauty Services. (completion of two years study)**

## Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**  
Holmes Commercial Colleges (Melbourne) Ltd. T/A The Masters Creative Institute  
RTO: 0173

**RTO Student Information:**  
Please refer to [www.tmice.edu.au](http://www.tmice.edu.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Cost includes tuition, kit and uniform

**Excursions:** NA

**Work Placement:** Work Placement is recommended.

**Pre-requisites:** NA

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                |                                                                                                                      |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Makeup</li> </ul>                                                                                                     |                                                                                                                      |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate III in Beauty</li> <li>• Certificate IV in Beauty Therapy</li> <li>• Diploma of Beauty Therapy</li> </ul> |                                                                                                                      |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Aromatherapy</li> <li>• Beauty Therapist</li> <li>• Make-Up Artist</li> </ul>                                         | <ul style="list-style-type: none"> <li>• Nail Technician</li> <li>• Retail Sales</li> <li>• Salon Manager</li> </ul> |

Units covered in the first year: These competencies are not available in 2027

| Unit Code  | Unit Name                                                                              | Nominal Hours | Core or Elective |
|------------|----------------------------------------------------------------------------------------|---------------|------------------|
| SHBBMUP009 | Design and apply make-up                                                               | 45            | C                |
| SHBBRES003 | Research and apply beauty industry information                                         | 20            | C                |
| SHBBBOS007 | Apply cosmetic tanning products                                                        | 20            | C                |
| SHBXCCS005 | Maintain health and wellbeing in a personal services setting                           | 40            | E                |
| SHBBMUP010 | Design and apply make-up for photography                                               | 30            | E                |
| SHBBCCS005 | Advise on beauty products and services                                                 | 30            | C                |
| SHBBNLS007 | Provide manicure and pedicare services                                                 | 60            | C                |
| SHBBNLS011 | Use electric file equipment for nail services                                          | 30            | C                |
| SHBXCCS007 | Conduct salon financial transactions                                                   | 25            | C                |
| SIRXOSM002 | Maintain ethical and professional standards when using social media & online platforms | 50            | C                |
|            | <b>Total nominal hours</b>                                                             | <b>350</b>    |                  |

Units covered in the second year: **Delivered in 2027**

| Unit Code           | Unit Name                                                                      | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------------------------------|---------------|------------------|
| SHBBFAS004          | Provide lash and brow services                                                 | 30            | C                |
| SHBXCCS008          | Provide salon services to clients                                              | 30            | C                |
| SHBXIND003          | Comply with organisational requirements within a personal services environment | 45            | C                |
| SHBXWHS003          | Apply safe hygiene, health and work practices                                  | 40            | C                |
| SHBBHRS010          | Provide waxing services                                                        | 100           | C                |
| SIRXSLS001          | Sell to the retail customer                                                    | 20            | C                |
| SHBBMUP008          | Apply eyelash extensions                                                       | 40            | E                |
| SHBBINF002          | Maintain infection control standards                                           | 75            | E                |
| Total nominal hours |                                                                                | 380           |                  |

# service



### Course Aims

This course aims to provide learners with basic industry specific skills and knowledge to enable transition into an apprenticeship within the building and construction industries at the Certificate III level. This pre-apprenticeship course consists of a core of common cross sector units of competency that provide skills and knowledge in applying basic levelling procedures, carrying out basic measurements and calculations, communicating in the workplace, erecting and safely using working platforms, interpreting basic plans and drawings, preparing and applying for work in the construct industry, working effectively and sustainably in the construction industry and workplace safety practices onsite. The course also includes a range of units that introduce the learner to the application of specific materials, tools and equipment, and techniques used in specific trade sectors that underpin the Certificate III qualifications in the Carpentry trade sector.

### Course Delivery - Location and Times

**Year 1:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-6.30pm

**Year 2:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 8:00am-12.30pm

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22614VIC Certificate II in Building and Construction Pre-apprenticeship (Partial Completion) Units 1-4.**

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Wise Employment

RTO: 6653

#### RTO Student Information:

Please refer to <https://wiseemployment.com.au/training/> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students will be required to source and purchase their own uniform comprised of steel-capped boots and appropriate worksite clothing, such as Hi Vis top and trade shorts/pants.

**Excursions:** Students may be required to attend a planned Excursion. Additional costs may be involved.

**Work Placement:** Not required but recommended.

**Other:** NA

### Future Pathways and Opportunities

|                                              |                                            |                                                        |                                                  |
|----------------------------------------------|--------------------------------------------|--------------------------------------------------------|--------------------------------------------------|
| <b>Complementary studies:</b>                | • Product Design and Technology - Wood     |                                                        |                                                  |
| <b>Pathways:</b>                             | • Building and Construction Apprenticeship |                                                        |                                                  |
| <b>Possible Future Career Opportunities:</b> | • Architect<br>• Bricklayer<br>• Builder   | • Building Inspector<br>• Cabinet Maker<br>• Carpenter | • Civil Engineer<br>• Draftsperson<br>• Engineer |

## Units covered in the first year:

| Unit Code                          | Unit Name                                                                    | Nominal Hours | Core or Elective |
|------------------------------------|------------------------------------------------------------------------------|---------------|------------------|
| CPCCCM1014                         | Conduct workplace communication                                              | 20            | C                |
| CPCCCM1015                         | Carry out measurements and calculations                                      | 20            | C                |
| CPCCCM2006                         | Apply basic levelling procedures                                             | 8             | C                |
| CPCCWHS2001                        | Apply WHS requirements, policies and procedures in the construction industry | 20            | C                |
| CPCCWHS1001                        | Prepare to work safely in the construction industry                          | 6             | C                |
| VU23312                            | Prepare for work in the building and construction industry                   | 18            | C                |
| <b>Elective (Carpentry Stream)</b> |                                                                              |               |                  |
| VU23321                            | Perform basic setting out                                                    | 24            | E                |
| VU23325                            | Install basic external cladding                                              | 24            | E                |
| VU23326                            | Install basic window and door frames                                         | 24            | E                |
| VU23328                            | Dismantle basic timber structures                                            | 20            | E                |
| <b>Year 1 total nominal hours</b>  |                                                                              | <b>184</b>    |                  |

## Units covered in the second year:

| Unit Code                         | Unit Name                                         | Nominal Hours | Core or Elective |
|-----------------------------------|---------------------------------------------------|---------------|------------------|
| VU23313                           | Interpret and apply basic plans and drawings      | 25            | C                |
| VU23314                           | Erect and safely use working platforms            | 24            | C                |
| VU23320                           | Identify and handle carpentry tools and equipment | 100           | E                |
| VU23323                           | Construct basic wall frames                       | 48            | E                |
| VU23324                           | Construct a basic roof frame                      | 40            | E                |
| <b>Year 2 total nominal hours</b> |                                                   | <b>237</b>    |                  |
| <b>Total nominal hours</b>        |                                                   | <b>421</b>    |                  |

# trade





## Course Aims

This course is designed for people wanting to enter the building and construction industry to become apprentice carpenters. It will provide the knowledge and practical skills associated with working in the building and construction industry and equip students with the ability to work safely in the industry.

## Course Delivery - Location and Times

**Year 1:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Tuesday 1:30pm -5:00pm; **OR** Wednesday 8:00am -12:30pm **OR** 1:00pm – 5:00pm; **OR Thursday** 1:00pm – 5:00pm

**Year 2:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Wednesday 8:00am – 12:30pm **OR** 1:00pm - 5:00pm; **OR Thursday** 8:00am -12:30pm

**Mode of Delivery:** Classroom theory and practical

**Duration:** St Joseph's College deliver the Certificate II in Building and Construction Partial Completion over 2 years.

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22614VIC - Certificate II in Building and Construction (Pre-apprenticeship) (Carpentry) (at the completion of the 2 year course)**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

St Joseph's College

RTO: 21710

### RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on Campus.

**OHS/PPE/Clothing and Equipment:** Students will be required to have steel-capped boots and appropriate worksite clothing. Polo and jumper provided in Year 1.

**Excursions:** NA

**Work Placement:** Not required but recommended.

**Pre-requisites:** NA

**Other:** Device with Word

## Future Pathways and Opportunities

|                                              |                                                                                                  |                                                                                                            |                                                                                                              |
|----------------------------------------------|--------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Product Design and Technology – Wood</li> </ul>           |                                                                                                            |                                                                                                              |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Building and Construction Apprenticeship</li> </ul>       |                                                                                                            |                                                                                                              |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Architect</li> <li>Bricklayer</li> <li>Builder</li> </ul> | <ul style="list-style-type: none"> <li>Cabinet Maker</li> <li>Carpenter</li> <li>Civil Engineer</li> </ul> | <ul style="list-style-type: none"> <li>Draftsperson</li> <li>Engineer</li> <li>Building Inspector</li> </ul> |

## Units covered in the first year:

| Unit Code           | Unit Name                                                                  | Nominal Hours | Core or Elective |
|---------------------|----------------------------------------------------------------------------|---------------|------------------|
| CPCWHS1001          | Prepare to work safely in the construction industry                        | 6             | C                |
| CPCCWHS2001         | Apply WHS requirements, policies & procedures in the construction industry | 20            | C                |
| CPCCCM2006          | Apply basic levelling procedures                                           | 8             | C                |
| VU23321             | Perform basic setting out                                                  | 24            | E                |
| CPCCOM1015          | Carry out measurements and calculations                                    | 20            | C                |
| CPCCOM1014          | Conduct workplace communication                                            | 20            | C                |
| VU23314             | Erect and safely use working platforms                                     | 24            | E                |
| HLTAID010           | Provide basic emergency life support                                       | 12            | C                |
| VU23313             | Interpret and apply basic plans and drawings                               | 25            | C                |
| VU23322             | Construct basic sub-floor                                                  | 48            | E                |
| Total nominal hours |                                                                            | 207           |                  |

## Units covered in the second year:

| Unit Code           | Unit Name                                                  | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------------------|---------------|------------------|
| VU23320             | Identify and handle carpentry tools and equipment          | 100           | E                |
| VU23328             | Dismantle basic timber structures                          | 20            | E                |
| VU23323             | Construct basic wall frames                                | 48            | E                |
| VU23324             | Construct a basic roof frame                               | 40            | E                |
| VU23326             | Install basic window and door frames                       | 24            | E                |
| VU23325             | Install basic external cladding                            | 24            | E                |
| VU23312             | Prepare for work in the building and construction industry | 18            | C                |
| Total nominal hours |                                                            | 274           |                  |

# trade



## BSB30120 Certificate III in Business

### Cire Services

#### Course Aims

This course provides students with knowledge and skills across a variety of business services areas. Individuals in these roles carry out a range of routine procedural, clerical, administrative or operational tasks that require technology and business skills. They apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. They may provide technical advice and support to a team.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am – 12:30pm

**Year 2:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am – 12:30pm

**Mode of Delivery:** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **BSB30120 Certificate III in Business**.

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** N/A

**Excursions:** NA

**Work Placement:** NA

**Other:** They also complete the pre-course review including the LLN Tool and achieve the Australian Core Skills Level of 3. At this level, students may either work alongside an expert/mentor where prompting and advice can be provided or may work with an expert/mentor where support is available if requested.

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                       |                                                                                    |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Business Studies</li> </ul>                                                                                                                                                                                                                                                                                   |                                                                                                                                       |                                                                                    |
| <b>Pathways:</b>                             | This qualification provides a pathway to work, and/or further study in the community services sector. Potential further study pathways include: <ul style="list-style-type: none"> <li>Certificate IV in Business (Administration)</li> <li>Certificate IV in Business (Operations)</li> <li>Certificate IV in Accounting and Bookkeeping</li> </ul> |                                                                                                                                       |                                                                                    |
| <b>Possible Future Career Opportunities:</b> | A range of employment opportunities including:                                                                                                                                                                                                                                                                                                       | <ul style="list-style-type: none"> <li>Customer Service Roles</li> <li>Junior Personal Assistant</li> <li>Office Assistant</li> </ul> | <ul style="list-style-type: none"> <li>Receptionist</li> <li>Data Entry</li> </ul> |

## Year 1 Units of Competency covered in 2027:

| Unit Code           | Unit Name                                                     | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------------|---------------|------------------|
| BSBTWK301           | Use inclusive work practices                                  | 30            | C                |
| BSBPEF201           | Support personal wellbeing in the workplace                   | 40            | C                |
| BSBPEF301           | Organise personal work priorities                             | 30            | E                |
| BSBTEC404           | Use digital technologies to collaborate in a work environment | 40            | E                |
| BSBXCM301           | Engage in workplace communication                             | 40            | C                |
| BSBCRT311           | Apply critical thinking skills in a team environment          | 50            | C                |
| BSBSUS211           | Participate in sustainable work practices                     | 20            | C                |
| Total nominal hours |                                                               | 250           |                  |

## Year 2 Units of Competency covered in 2027:

| Unit Code           | Unit Name                                    | Nominal Hours | Core or Elective |
|---------------------|----------------------------------------------|---------------|------------------|
| BSBTEC301           | Design and produce spreadsheets              | 80            | E                |
| BSBTEC203           | Design and produce spreadsheets              | 30            | E                |
| SIRXMKT001          | Support marketing and promotional activities | 30            | E                |
| SIRXPDK001          | Advise on products and services              | 30            | E                |
| BSBOPS304           | Deliver and monitor a service to customers   | 30            | E                |
| BSBWHS311           | Assist with maintaining workplace safety     | 40            | C                |
| Total nominal hours |                                              | 240           |                  |

# service



# christian ministry

## 11236NAT Certificate III in Christian Ministry and Theology Waverley Christian College



### Course Aims

The certificate in Christian Ministry and Theology aims to help students grow in understanding and wisdom, build leadership skills and develop character through exploration of Christian faith and engagement in practical Christian services.

### Course Delivery - Location and Times

**This 1 Year course is delivered online with the required Peer Group gathering at -**

Waverley Christian College, 1248 High Street Road, Wantirna South. Wednesday 1:30pm-3:30pm

**Mode of Delivery:** Online with **required** Classroom based **Peer Group gathering.**

**Duration:** 1 year part time – 490 nominal hours.

(A breakdown of the nominal hours is included in section 7.1 of the VETA Student handbook.)

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **11236NAT - Certificate III in Christian Ministry & Theology**

### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Evolution Learning<br>RTO: 45219<br><b>RTO Student Information:</b><br>Please refer to <a href="http://veta.org.au/veta-morphus">http://veta.org.au/veta-morphus</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities whilst on campus. | <b>Pre-requisites:</b> Completed Year 10 or equivalent<br><b>OHS / Personal Protective Equipment:</b> N/A<br><b>Excursions:</b> Students will need to be available for 3 weekend intensives.<br><b>Work Placement:</b> Students undertake practical placements as part of the course.<br><b>Other:</b> NA |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

### Future Pathways and Opportunities

|                                              |                                                                                                                                                                           |                                                                                  |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"><li>Religion and Society</li><li>Texts and Traditions</li></ul>                                                                         |                                                                                  |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"><li>Certificate IV in Christian Ministry</li><li>Diploma of Christian Ministry</li><li>Advanced Diploma of Christian Ministry</li></ul> |                                                                                  |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"><li>Chaplain</li><li>Pastor</li></ul>                                                                                                   | <ul style="list-style-type: none"><li>Youth Worker</li><li>Social Work</li></ul> |

This course is facilitated by local Peer Groups, delivered by Veta Youth Ltd and the RTO is #42519 - Evolution Learning

| Units covered in the first year: |                                                         |               |                  |
|----------------------------------|---------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                               | Nominal Hours | Core or Elective |
| NAT11236001                      | Develop foundational knowledge of the Bible             | 75            | C                |
| NAT11237003                      | Develop and apply knowledge of key Christian beliefs    | 75            | C                |
| NAT11236002                      | Research Christian Scripture and Theology               | 60            | E                |
| NAT11236003                      | Study and present biblical topic                        | 60            | E                |
| NAT11236004                      | Apply elementary strategies for biblical interpretation | 60            | E                |
| NAT11236006                      | Support ministry activities                             | 60            | E                |
| NAT11236008                      | Explain own beliefs to others                           | 50            | E                |
| NAT11236010                      | Use basic communication skills in a ministry context    | 50            | E                |
| Total nominal hours              |                                                         | 490           |                  |

Veta Morpheus is a structured course that promotes the Christian growth of Senior Secondary Students (years 11-12). Veta Morpheus is made up of nine Units of Competency with a total nominal hour value of 490 hours, however, training provided in hours are allocated as per table below:

| Course Component    | Minimum Work Outline                                                                             | Nominal Hours |
|---------------------|--------------------------------------------------------------------------------------------------|---------------|
| Christian Community | 30 weeks x 1 hour + Reflections + Self-Paced Personal Application                                | 72            |
| Retreats            | 3 Retreats x 25 hours + 3 x 2-hour Reflections + Self-Paced Personal Application                 | 86            |
| Ministry Placement  | 2 Ministry Placements + Self-Paced Planning, researching and establishing the Ministry Placement | 118           |
| Bible Engagement    | 30 weeks x 90 minute sessions per week + Self-Paced Research and Personal Application.           | 92            |
| Mentoring           | 7 x Sessions + Reflections. (Self-Paced Personal Application)                                    | 22            |
| Peer Group          | 30 weeks x 90 minute sessions including Seminar Preparation and Peer Group Extensions.           | 150           |
| Self-paced study    | Included above.                                                                                  |               |
| Total nominal hours |                                                                                                  | 540           |

## service



## CHC22015 Certificate II in Community Services (Year 1) and CHC32015 Certificate III in Community Services (Year 2) (Partial Completion)

### Bayswater Secondary College

#### Course Aims

This course provides students with an introduction to the community services industry, looking at providing first point of contact for individuals with a range of needs. Students will engage with a range of external service providers.

#### Course Delivery - Location and Times

**Year 1:** Bayswater Secondary College, 14 Orchard Road, Bayswater. Wednesday 9:00am – 12:30pm

**Year 2:** Bayswater Secondary College, 14 Orchard Road, Bayswater. Friday 9:00am – 12:30pm

**Mode of Delivery** Classroom/workshop simulation

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of the two-year period:

**CHC22015 Certificate II in Community Services and CHC32015 Certificate III in Community Services.**

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                          |                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Saville<br>RTO: 45452<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities while on campus. | <b>Pre-requisite:</b> NA<br><b>OHS / Personal Protective Equipment:</b> N/A<br><b>Excursions:</b> Yes<br><b>Work Placement:</b> NA<br><b>Other:</b> Computer is required. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Future Pathways and Opportunities

|                                              |                                                                                                                                            |                                                                                                                              |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate IV in Community Services</li> <li>• Certificate IV in Disability</li> </ul>           | <ul style="list-style-type: none"> <li>• Certificate IV in Mental Health</li> <li>• Diploma of Community Services</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Personal care assistant</li> <li>• Disability support worker</li> <li>• Support worker</li> </ul> | <ul style="list-style-type: none"> <li>• Aged care worker</li> <li>• Case Manager</li> </ul>                                 |

| Units covered in the first year (CHC22015 Certificate II in Community Services): |                                                      |               |                  |
|----------------------------------------------------------------------------------|------------------------------------------------------|---------------|------------------|
| Unit Name                                                                        | Unit Code                                            | Nominal Hours | Core or Elective |
| HLTWHS001                                                                        | Participate in workplace health and safety           | 20            | C                |
| BSBWOR202                                                                        | Organise and complete daily work activities          | 20            | C                |
| CHCCOM001                                                                        | Provide first point of contact                       | 35            | C                |
| CHCCOM005                                                                        | Communicate and work in health or community services | 30            | C                |
| CHCDIV001                                                                        | Work with diverse people                             | 40            | C                |
| FSKWTG09                                                                         | Write routine workplace texts                        | 15            | E                |
| FSKRDG10                                                                         | Read and respond to routine workplace information    | 15            | E                |
| FSKDIG03                                                                         | Use digital technology                               | 15            | E                |
| HLTAID011                                                                        | Provide first aid                                    | 18            | E                |
| Total nominal hours                                                              |                                                      | 194           |                  |

| Units covered in the second year (CHC32015 Certificate III in Community Services) (Partial Completion): |                                                   |               |                  |
|---------------------------------------------------------------------------------------------------------|---------------------------------------------------|---------------|------------------|
| Unit Name                                                                                               | Unit Code                                         | Nominal Hours | Core or Elective |
| CHCCCS016                                                                                               | Respond to client needs                           | 60            | C                |
| CHCCDE003                                                                                               | Work within a community development framework     | 65            | C                |
| CHCCDE004                                                                                               | Implement participation and engagement strategies | 85            | C                |
| Total nominal hours                                                                                     |                                                   | 210           |                  |

## service



#### Course Aims

This qualification may be used as a pathway for workforce entry as community services workers who provide a first point of contact and assist individuals in meeting their immediate needs. At this level, work takes place under direct, regular supervision within clearly defined guidelines.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale.

- **Class 1** - Wednesday 9:00am - 12:30pm
- **Class 2** - Wednesday 1:00pm - 4:30pm

**Year 2:** Cire Services, Level 1, 7-9 John Street, Lilydale.

- **Class 1** - Wednesday 9:00am - 12:30pm
- **Class 2** - Wednesday 1:00pm - 4:30pm

**Mode of Delivery** Classroom/workshop simulation

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CHC32015 Certificate III in Community Services**.

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Cire Services<br>TOID: 4150<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities while on campus.<br><b>Pre-requisites:</b> NA | <b>OHS / Personal Protective Equipment:</b> N/A<br><b>Excursions:</b> Yes<br><b>Work Placement:</b> Students are required to undertake a total of 80 hours of structured workplace learning over the two years of the program, that being 40 hours each year. The host school organises the students SWL placements with support from Cire Training if needed. <b>Other:</b> NA |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Future Pathways and Opportunities

| Complementary studies:                | Health & Human Development                                                                                                                                                  | Psychology                                                                                                                                                                                                                         |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                       | <ul style="list-style-type: none"> <li>• Certificate IV in Community Services</li> <li>• Certificate IV in Disability</li> <li>• Certificate IV in Mental Health</li> </ul> | <ul style="list-style-type: none"> <li>• Certificate III in Individual Support</li> <li>• Certificate IV in Early Childhood Education and Care</li> </ul>                                                                          |
| Possible Future Career Opportunities: | <ul style="list-style-type: none"> <li>• Aged Care Attendant</li> <li>• Health Care Counsellor</li> <li>• Youth Worker</li> </ul>                                           | <ul style="list-style-type: none"> <li>• Certificate IV in Alcohol and Other Drugs</li> <li>• Diploma of Community Services</li> <li>• Bachelor of Social Work</li> <li>• Community development</li> <li>• Case Manager</li> </ul> |

| Year 1 Units of Competency covered in 2027: |                                                      |               |                  |
|---------------------------------------------|------------------------------------------------------|---------------|------------------|
| Unit Name                                   | Unit Code                                            | Nominal Hours | Core or Elective |
| CHCCOM005                                   | Communicate and work in health or community services | 30            | E                |
| CHCCOM001                                   | Provide first point of contact                       | 35            | E                |
| CHCDIV001                                   | Work with diverse people                             | 40            | C                |
| CHCGRP001                                   | Support group activities                             | 30            | E                |
| CHCVOL001                                   | Be an effective volunteer                            | 25            | E                |
| HLTWHS006                                   | Manage personal stressors in the work environment    | 25            | C                |
| Total nominal hours                         |                                                      | 185           |                  |

| Year 2 Units of Competency covered in 2027: |                                                                   |               |                  |
|---------------------------------------------|-------------------------------------------------------------------|---------------|------------------|
| Unit Name                                   | Unit Code                                                         | Nominal Hours | Core or Elective |
| CHCCOM002                                   | Use communication to build relationships                          | 55            | E                |
| HLTWHS002                                   | Follow safe work practices for direct client care                 | 25            | C                |
| CHCCCS016                                   | Respond to client needs                                           | 60            | C                |
| BSBPEF202                                   | Plan and apply time management                                    | 20            | E                |
| CHCDIV002                                   | Promote Aboriginal and /or Torres Strait Islander cultural safety | 25            | E                |
| CHCADV001                                   | Facilitate the interests and rights of clients                    | 100           | E                |
| Total nominal hours                         |                                                                   | 285           |                  |

## service



#### Course Aims

This certificate provides students with an overview of the hospitality industry. It provides students with the skills and knowledge to be competent in a range of kitchen functions and activities (i.e. back of house).

#### Course Delivery - Location and Times

**Year 1:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5:30pm

**Year 2:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5:30pm

**Mode of Delivery** Kitchen based. Restaurant Nights – there are approximately **2 compulsory** restaurant nights per term that students are required to attend. Students are dismissed around 9:30pm. These form the practical assessment of this course.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of

**SIT20421 Cert II in Cookery Units 1-4.**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Aquinas College

RTO: 22340

##### RTO Student Information:

Please refer to [www.aquinas.vic.edu.au](http://www.aquinas.vic.edu.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students will have to wear a compulsory uniform. An additional cost is involved.

**Excursions:** Students may be required to attend a planned Excursion. Additional costs may be involved.

**Work Placement:** Not required but is recommended.

**Other:** Please note this course is subject to change

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                      |                                                                                                                                                              |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Food Technology</li> </ul>                                                                                                    |                                                                                                                                                              |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Hospitality</li> <li>Certificate IV in Hospitality</li> <li>Diploma of Hospitality (Management)</li> </ul> | <ul style="list-style-type: none"> <li>Advanced Diploma of Hospitality (Management)</li> <li>Bachelor of Applied Science (Hospitality Management)</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Cook</li> <li>Food Production</li> </ul>                                                                                      | <ul style="list-style-type: none"> <li>Catering Manager</li> </ul>                                                                                           |

## Units covered in the first year:

| Unit Code                  | Unit Name                                     | Nominal Hours | Core or Elective |
|----------------------------|-----------------------------------------------|---------------|------------------|
| SITXFSA005                 | Use hygienic practices for food safety        | 15            | C                |
| SITXWHS005                 | Participate in safe work practices            | 12            | C                |
| SITHCCC023                 | Use food preparation equipment                | 25            | C                |
| SITHCCC027                 | Prepare dishes using basic methods of cookery | 45            | C                |
| SITHKOP009                 | Clean kitchen premises and equipment          | 13            | C                |
| SITXINV006                 | Receive, store and maintain stock             | 20            | C                |
| SITXCOM007                 | Show social and cultural sensitivity          | 20            | E                |
| SITHCCC024                 | Prepare and present simple dishes             | 25            | E                |
| SITXCCS011                 | Interact with customers                       | 20            | E                |
| <b>Total nominal hours</b> |                                               | <b>195</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                            | Assessment Task     | Nominal Hours | Core or Elective |
|----------------------------|------------------------------------------------------|---------------------|---------------|------------------|
| SITHCCC028                 | Prepare appetisers and salads                        | Portfolio 07        | 25            | C                |
| SITHCCC029                 | Prepare stocks, sauces and soups                     | Portfolio 07        | 35            | C                |
| SITHCCC030                 | Prepare vegetable, fruit, egg and farinaceous dishes | Portfolio 08        | 50            | C                |
| SITHCCC034                 | Work effectively in a commercial kitchen             | Work Performance 01 | 60            | C                |
| <b>Total nominal hours</b> |                                                      |                     | <b>170</b>    |                  |

# service



## Course Aims

This qualification provides a pathway towards the role of a cook working in a kitchen, under the direct supervision of a chef and focuses on the back-of-house skills typically used in a restaurant or food outlet. It provides students with an overview of the hospitality industry along with the skills and knowledge to be competent in a range of kitchen functions and activities.

## Course Delivery - Location and Times

**Year 1:** Belgrave Heights Christian School, Wattle Valley Road, Belgrave. Wednesday 1:30pm-5:30pm

**Year 2:** Belgrave Heights Christian School, Wattle Valley Road, Belgrave. Wednesday 9:00am-1:00pm

**Mode of Delivery** Classroom based including on campus Commercial Kitchen

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT20421 – Certificate II in Cookery**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

iVET Institute

RTO: 32275

### RTO Student Information:

Please refer to Mullum Cluster website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisite:** Student must be 16 years old or older to undertake this course.

**OHS / Personal Protective Equipment:** Students will have to wear a uniform included in the first year for use over the two years of the course.

**Excursions:** Students may be required to assist with various school-based functions throughout the 2 years including some evenings.

**Work Placement:** Year 2 – 50 hours work placement.

**Other:** Please note this course is subject to change.

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                      |                                                                                                                                                              |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>VCE Food Studies</li> </ul>                                                                                                   |                                                                                                                                                              |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Hospitality</li> <li>Certificate IV in Hospitality</li> <li>Diploma of Hospitality (Management)</li> </ul> | <ul style="list-style-type: none"> <li>Advanced Diploma of Hospitality (Management)</li> <li>Bachelor of Applied Science (Hospitality Management)</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Breakfast Cook</li> <li>Catering Assistant</li> <li>Fast Food Cook</li> <li>Food Production</li> </ul>                        | <ul style="list-style-type: none"> <li>Catering Manager</li> <li>Sandwich Hand</li> <li>Takeaway Cook</li> <li>Cook</li> </ul>                               |

## Units covered in the first year:

| Unit Code                  | Unit Name                                     | Nominal Hours | Core/Elective |
|----------------------------|-----------------------------------------------|---------------|---------------|
| SITXFSA005                 | Use hygienic practices for food safety        | 15            | C             |
| SITXWHS005                 | Participate in safe work practices            | 12            | C             |
| SITHKOP009                 | Clean kitchen premises and equipment          | 13            | C             |
| SITXINV006                 | Receive, store and maintain stock             | 20            | C             |
| SITHCCC023                 | Use food preparation equipment                | 25            | C             |
| SITHCCC024                 | Prepare and present simple dishes             | 25            | E             |
| SITHCCC025                 | Prepare and present sandwiches                | 10            | E             |
| SITHCCC027                 | Prepare dishes using basic methods of cookery | 45            | C             |
| SITXCOM007                 | Show social and cultural sensitivity          | 20            | E             |
| <b>Total nominal hours</b> |                                               | <b>185</b>    |               |

## Units covered in the second year:

| Unit Code                  | Unit Name                                              | Assessment Task     | Nominal Hours | Core or Elective |
|----------------------------|--------------------------------------------------------|---------------------|---------------|------------------|
| SITHCCC028                 | Prepare appetisers and salads                          | Work Performance 01 | 25            | E                |
| SITHCCC029                 | Prepare stocks, sauces and soups                       | Work Performance 01 | 35            | E                |
| SITHCCC030                 | Prepare vegetables, fruit, eggs and farinaceous dishes | Work Performance 02 | 50            | E                |
| SITHCCC034                 | Work effectively in a commercial kitchen               | Portfolio 07        | 60            | C                |
| <b>Total nominal hours</b> |                                                        |                     | <b>170</b>    |                  |

# service



#### Course Aims

This qualification provides students with the knowledge and skills across a variety of hospitality areas leaving flexibility in the field students can gain employment. Students will learn how to carry out a range of hands-on practical skills to prepare them for working in the industry.

#### Course Delivery - Location and Times

**Year 1:** Cire Services

- Croydon Community School, 61-77 Croydon Road, **Croydon**. Wednesday 9:00am – 12:30pm
- Cire Community School, 325 Macclesfield Road, **Monbulk**. Wednesday 9:00am – 12:30pm

**Year 2:** Cire Services

- Croydon Community School, 61-77 Croydon Road, **Croydon**. Wednesday 9:00am – 12:30pm
- Cire Community School, 325 Macclesfield Road, **Monbulk**. Wednesday 9:00am – 12:30pm

**Mode of Delivery:** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT20421 Certificate II in Cookery**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Uniform is required and cost will be advised as part of the Fees required. Uniforms will be ordered in Term 1.

**Excursions:** Yes

**Work Placement:** NA

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                           |                                                                                      |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Business Studies</li> </ul>                                                                                                                                                                                                                      |                                                                                      |
| <b>Pathways:</b>                             | This qualification provides a pathway to work, and/or further study in the community services sector. Potential further study pathways include: <ul style="list-style-type: none"> <li>• Certificate III in Commercial Cookery</li> <li>• Certificate IV in Kitchen Management</li> </ul> |                                                                                      |
| <b>Possible Future Career Opportunities:</b> | A range of employment opportunities including: <ul style="list-style-type: none"> <li>• Catering Assistant</li> <li>• Food Services Assistant</li> </ul>                                                                                                                                  | <ul style="list-style-type: none"> <li>• Sandwich Hand</li> <li>• Barista</li> </ul> |

| Year 1 Units of Competency covered in 2027: |                                               |               |                  |
|---------------------------------------------|-----------------------------------------------|---------------|------------------|
| Unit Code                                   | Unit Name                                     | Nominal Hours | Core or Elective |
| SITXFSA005                                  | Use hygienic practices for food safety        | 15            | C                |
| SITXWHS005                                  | Participate In safe work practices            | 12            | C                |
| SITHCCC027                                  | Prepare dishes using basic methods of cookery | 45            | C                |
| SITHCCC024                                  | Prepare and present simple dishes             | 25            | E                |
| SITHCCC023                                  | Use food preparation equipment                | 25            | C                |
| SITXFSA006                                  | Participate in safe food handling practises   | 40            | E                |
| SITXINV006                                  | Receive, store and maintain stock             | 20            | C                |
| Total nominal hours                         |                                               | 182           |                  |

| Year 2 Units of Competency covered in 2027: |                                                       |               |                  |
|---------------------------------------------|-------------------------------------------------------|---------------|------------------|
| Unit Code                                   | Unit Name                                             | Nominal Hours | Core or Elective |
| SITHKOP009                                  | Clean kitchen premises and equipment                  | 13            | C                |
| SITHCCC034                                  | Work effectively in a commercial kitchen              | 60            | C                |
| SITHCCC025                                  | Prepare and present sandwiches                        | 10            | E                |
| SITHCCC028                                  | Prepare appetisers and salads                         | 25            | E                |
| SITHCCC029                                  | Prepare stocks, sauces and soups                      | 35            | E                |
| SITHCCC030                                  | Prepare vegetable, fruit, eggs and farinaceous dishes | 50            | E                |
| Total nominal hours                         |                                                       | 193           |                  |

## service



## SIT20421 Certificate II in Cookery

### William Angliss Institute

#### Course Aims

The Certificate II in Cookery provides students with foundational skills and knowledge in food preparation and cookery. It is designed to develop a range of practical kitchen skills that enable students to prepare a variety of simple dishes and menu items in a commercial setting.

The course covers essential techniques and tasks, including preparing appetisers and salads, stocks, soups and sauces, as well as vegetable, fruit, egg and farinaceous dishes. Students will also learn to prepare simple meals while developing an understanding of kitchen operations, food safety, and basic workplace practices.

Overall, this qualification prepares students for entry-level roles in the hospitality industry by building confidence, practical competence, and a pathway to further training in cookery.

#### Course Delivery - Location and Times

**Year 1:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:00pm

**Year 2:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:30pm;

- **Term 3:** 3:30pm-9:30pm

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT20421 Certificate II in Cookery**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

William Angliss Institute

RTO: 3045

##### RTO Student Information:

Please refer to <https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf> and

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Excursions:** NA

**Work Placement:** Not required.

**OHS / Personal Protective Equipment:** Students are required to purchase Cookery Chef Uniform as well as possess the following clothing requirements:

- Black shoes
  - Slip-resistant clogs or quality close-toed comfortable shoes
- Black or white socks

**Pre-requisites:** NA

**Other:** Please note this course is subject to change.

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                          |                                                                      |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Food Technology</li> </ul>                                                                                                                      |                                                                      |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate III in Commercial Cookery</li> <li>• Certificate IV in Kitchen Management</li> <li>• Diploma of Hospitality (Management)</li> </ul> |                                                                      |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Cook</li> <li>• Food Production</li> </ul>                                                                                                      | <ul style="list-style-type: none"> <li>• Catering Manager</li> </ul> |

## Units covered in the first year:

\*These units provide knowledge and skills to prepare basic menu items.

| Unit Code           | Unit Name                                      | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------|---------------|------------------|
| SITHCCC023          | Use food preparation equipment*                | 25            | C                |
| SITHCCC027          | Prepare dishes using basic methods of cookery* | 45            | C                |
| SITXWHS005          | Participate in safe working practices          | 12            | C                |
| SITXFSA005          | Use hygienic practices for food safety         | 15            | C                |
| SITHCCC024          | Prepare and present simple dishes*             | 25            | E                |
| SITXINV006          | Receive, store and maintain stock              | 20            | C                |
| SITHCCC025          | Prepare and present sandwiches                 | 10            | E                |
| SITHKOP009          | Clean kitchen premises and equipment           | 13            | C                |
| SITHCCC026          | Package prepared foodstuffs                    | 15            | E                |
| Total nominal hours |                                                | 180           |                  |

## Units covered in the second year:

These units provide knowledge and skills to prepare basic menu items and work in a live kitchen with Angliss restaurant of Bistro.

# Prerequisite – SITXFSA005 Use Hygiene practices for food safety

| Unit Code           | Unit Name                                             | Assessment Task     | Nominal Hours | Core or Elective |
|---------------------|-------------------------------------------------------|---------------------|---------------|------------------|
| SITHCCC028          | Prepare appetisers and salads*                        | Portfolio 07        | 25            | C                |
| SITHCCC029          | Prepare stocks, sauces and soups*                     | Portfolio 07        | 35            | C                |
| SITHCCC030          | Prepare vegetable, fruit, egg and farinaceous dishes* | Work Performance 01 | 50            | C                |
| SITHCCC034          | Work effectively in a commercial kitchen*             | Work Performance 02 | 60            | C                |
| Total nominal hours |                                                       |                     | 170           |                  |

# service





## Course Aims

VCE VET Dance is a nationally accredited training program that enables students to gain a Certificate II in Dance (CUA20120) as part of their VCE studies, with the option to complete additional units toward a Certificate III in Dance (CUA30120). Drawn from a national training package, this portable qualification is recognised across Australia and combines practical training, performance assessment, and industry-based learning. As a pre-vocational course, it prepares students to audition for further training as dancers, dance teachers, or choreographers, while building knowledge of the dance industry—how it works, what is expected of professionals, and the many possible career pathways. The course values not only technical competence, but also the development of professionalism, resilience, and integrity—qualities essential for thriving in the performing arts. The program contributes to VCE results, offers scored assessment for Units 3 and 4, and opens doors to further education, full-time training, or creative careers. The course provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the performing arts industry. Students can select elective units from the following dance styles: Jazz, Lyrical, Ballet, Contemporary and Street. At the end of the second-year students will perform two solo dance works which have been choreographed for them in the style of their choice for a panel of assessors.

## Course Delivery - Location and Times

**Year 1:** 3d Arts Dance Venue, 1/37 – 51 Lusher Road, Croydon. Monday 3:45pm – 6:15pm

**Year 2:** 3d Arts Dance Venue, 1/37 – 51 Lusher Road, Croydon. Monday 3:45pm – 6:15pm

**Will require 4 hours during the September holidays.**

**Mode of Delivery:** Classroom based with both theoretical and performance elements.

**Duration:** 2 year program

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA20120 - Certificate II in Dance with elements of CUA30120 – Certificate III in Dance.**

## Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Name of RTO &amp; Provider of Qualification:</b><br/>                 DTO – Dance Training Organisation<br/>                 RTO: 45789</p> <p><b>RTO Student Information:</b><br/>                 Please refer to <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities whilst on campus.</p> <p><b>Work Placement:</b> Not required.</p> <p><b>Pre-requisites:</b> Minimum 1 year of dance in selected styles</p> | <p><b>OHS / Personal Protective Equipment:</b> Students are to provide appropriate dance wear and footwear for style of dance.</p> <p><b>Excursions:</b> Industry days offered by the RTO at times scheduled by them and are compulsory to attend. Additional technical class is required in the dancer's chosen style.</p> <p><b>Other:</b> Performance requirements: students are required to perform at a production showcasing their dance style during the middle of the year (approximately June).</p> |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Future Pathways and Opportunities

|                                                     |                                                                                                                                                                |                                                                                                                                                                |                                                                                                                                                                   |
|-----------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Pathways:</b></p>                             | <ul style="list-style-type: none"> <li>• Certificate III in Dance</li> <li>• Certificate IV in Dance</li> </ul>                                                | <ul style="list-style-type: none"> <li>• Diploma of Dance</li> <li>• Bachelor of Creative Arts - Dance</li> </ul>                                              | <ul style="list-style-type: none"> <li>• Further education in the dance industry</li> </ul>                                                                       |
| <p><b>Possible Future Career Opportunities:</b></p> | <ul style="list-style-type: none"> <li>• Professional dancer</li> <li>• Studio dance teacher</li> <li>• Choreographer</li> <li>• Dance studio owner</li> </ul> | <ul style="list-style-type: none"> <li>• Dance Therapist</li> <li>• Dance administrator.</li> <li>• Casting agent</li> <li>• Creative Arts Producer</li> </ul> | <ul style="list-style-type: none"> <li>• Casting agent</li> <li>• School dance teacher</li> <li>• Dance medicine practitioner</li> <li>• Event manager</li> </ul> |

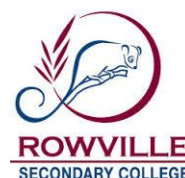
| Units covered in the first year:                      |                                                                            |               |                  |
|-------------------------------------------------------|----------------------------------------------------------------------------|---------------|------------------|
| Unit Code                                             | Unit Name                                                                  | Nominal Hours | Core or Elective |
| CUAWHS111                                             | Follow safe dance practices (CUA20120)                                     | 60            | C                |
| CUAWHS211                                             | Develop a basic level of physical fitness for dance performance (CUA20120) | 40            | C                |
| CUADAN211                                             | Develop basic dance techniques (CUA20120)                                  | 20            | C                |
| BSBTWK201                                             | Work effectively with others (CUA20120 and CUA30120)                       | 40            | E                |
| CUAPRF211                                             | Prepare for live performance (CUA20120)                                    | 35            | C                |
| <b>Students must select 2 of the following units:</b> |                                                                            |               |                  |
| CUADAN213                                             | Perform basic jazz dance techniques (CUA20120)                             | 80            | E                |
| CUADAN220                                             | Perform basic lyrical dance techniques (CUA20120)                          | 60            | E                |
| CUADAN218                                             | Perform basic street dance techniques (CUA20120)                           | 45            | E                |
| CUADAN215                                             | Perform basic contemporary dance techniques (CUA20120)                     | 45            | E                |
| CUADAN216                                             | Perform basic ballet dance techniques (CUA20120)                           | 45            | E                |
| <b>Total Hours</b>                                    |                                                                            | <b>195 +</b>  |                  |

| Units covered in the second year:                     |                                                                          |                           |               |                  |
|-------------------------------------------------------|--------------------------------------------------------------------------|---------------------------|---------------|------------------|
| Unit Code                                             | Unit Name                                                                | Assessment Task           | Nominal Hours | Core or Elective |
| CUADAN212                                             | Incorporate artistic expression into basic dance performances (CUA20120) | <b>Portfolio 07</b>       | 45            | C                |
| CUAIND211                                             | Develop and apply creative arts industry knowledge (CUA20120)            | <b>Portfolio 08</b>       | 20            | C                |
| CUAPRF314                                             | Develop audition techniques (CUA30120)                                   | <b>Portfolio 08</b>       | 25            | C                |
| CUAPRF317                                             | Develop performance techniques (CUA30120)                                | <b>Portfolio 07</b>       | 35            | C                |
| <b>Students must select 2 of the following units:</b> |                                                                          |                           |               |                  |
| CUADAN315                                             | Increased depth of jazz dance techniques                                 | <b>Work Performance 1</b> | 50            | E                |
| CUADAN318                                             | Increased depth of contemporary dance techniques                         | <b>Work Performance 1</b> | 45            | E                |
| CUADAN319                                             | Increased depth of street dance techniques                               | <b>Work Performance 1</b> | 45            | E                |
| CUADAN322                                             | Increased depth of lyrical dance techniques                              | <b>Work Performance 1</b> | 60            | E                |
| <b>Total Hours</b>                                    |                                                                          |                           | <b>125 +</b>  |                  |

create



# dance



CUA20120 Certificate II in Dance with elements of

CUA30120 Certificate III in Dance

Rowville Secondary College

## Course Aims

This VCE VET program aims to:

- Provide students with the knowledge, skill and competency that will enhance their training and employment prospects in the live performance industry
- Enable students to gain a recognised credential and to make an informed choice of vocation or career path.

## Course Delivery - Location and Times

**Year 1:** Rowville Secondary College – Eastern Campus, Humphreys Way, Rowville. Wednesday 12:30pm – 3:30pm.

**Year 2:** Rowville Secondary College – Eastern Campus, Humphreys Way, Rowville. Wednesday 12:30pm – 3:30pm.

- **Will require Performance Exam preparations during the September school holidays.**

**Mode of Delivery:** Classroom based with both theoretical and performance elements.

**Duration:** 2 year program

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA20120 - Certificate II in Dance with elements of CUA30120 – Certificate III in Dance.**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

DTO – Dance Training Organisation

RTO: 45789

### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students are to provide appropriate dance wear and footwear for style of dance.

**Excursions:** Excursion to Top Class Dance, run by the VCAA. Estimated extra cost of \$60 per student.

**Work Placement:** Not required.

**Pre-requisites:** NA

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                |                                                                                                                                                                                                                                                                |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate III in Dance</li> <li>• Certificate IV in Dance</li> </ul>                                                | <ul style="list-style-type: none"> <li>• Diploma of Dance</li> <li>• Bachelor of Creative Arts - Dance</li> </ul>                                                                                                                                              |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Professional dancer</li> <li>• Studio dance teacher</li> <li>• Choreographer</li> <li>• Dance studio owner</li> </ul> | <ul style="list-style-type: none"> <li>• Dance Therapist</li> <li>• Dance administrator.</li> <li>• Casting agent</li> <li>• Creative Arts Producer</li> <li>• School dance teacher</li> <li>• Dance medicine practitioner</li> <li>• Event manager</li> </ul> |

## Units covered in the first year:

| Unit Code          | Unit Name                                                       | Nominal Hours | Core or Elective |
|--------------------|-----------------------------------------------------------------|---------------|------------------|
| CUAPRF211          | Prepare for live performance                                    | 35            | C                |
| CUAWHS111          | Follow safe dance practices                                     | 60            | C                |
| CUADAN211          | Develop basic dance techniques                                  | 20            | C                |
| CUAWHS211          | Develop a basic level of physical fitness for dance performance | 40            | C                |
| CUADAN213          | Perform basic jazz dance techniques                             | 80            | E                |
| CUADAN220          | Perform basic lyrical dance techniques                          | 60            | E                |
| BSBTWK201          | Work effectively with others                                    | 40            | E                |
| <b>Total Hours</b> |                                                                 | <b>335</b>    |                  |

## Units covered in the second year:

| Unit Code          | Unit Name                                                     | Assessment Task           | Nominal Hours | Core or Elective |
|--------------------|---------------------------------------------------------------|---------------------------|---------------|------------------|
| CUAIND211          | Develop and apply creative arts industry knowledge            | <b>Portfolio 08</b>       | 20            | C                |
| CUADAN212          | Incorporate artistic expression into basic dance performances | <b>Portfolio 07</b>       | 45            | C                |
| CUAPRF314          | Develop audition techniques                                   | <b>Portfolio 08</b>       | 25            | C                |
| CUAPRF317          | Develop performance techniques (CUA30120)                     | <b>Portfolio 07</b>       | 35            | C                |
| CUADAN315          | Increased depth of jazz dance techniques (Release 1)          | <b>Work Performance 1</b> | 50            | E                |
| CUADAN322          | Increased depth of lyrical dance techniques (Release 1)       | <b>Work Performance 1</b> | 60            | E                |
| <b>Total Hours</b> |                                                               |                           | <b>235</b>    |                  |

**create**



## 22668VIC Certificate II in Early Childhood Education and Care **Pathway**

### Cire Services

#### Course Aims

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. Support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am – 2:00pm

**Mode of Delivery** Face to Face delivery and online

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22668VIC - Certificate II in Early Childhood Education and Care Pathway**

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Cire Services<br>TOID: 4150<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities while on campus. | <b>Pre-requisites:</b> NA<br><b>OHS / Personal Protective Equipment:</b> NA<br><b>Excursions:</b> NA<br><b>Work Placement:</b> Work Placement is not required but highly encouraged.<br><b>Other:</b> NA |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

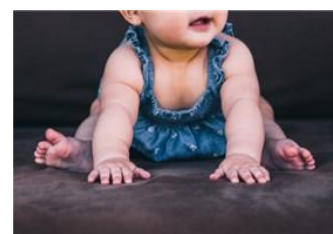
#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                         |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | The course is a partial completion, once you have completed your one-year VETDSS program, you can apply to complete the remaining units to be able to graduate from the CHC30121 Certificate III in Early Childhood Education and Care.                                                                                                                    | <ul style="list-style-type: none"> <li>• Health</li> <li>• Maternal and Child Health Nurse</li> <li>• Physiotherapist</li> <li>• Speech pathologist</li> </ul>          |
| <b>Pathways:</b>                             | This qualification provides a pathway into further study in the early childhood sector. Potential further study pathways include: <ul style="list-style-type: none"> <li>• CHC30121 Certificate III in Early Childhood Education and Care.</li> <li>• Diploma of Early Childhood Education and Care (CHC50121)</li> <li>• Bachelor of Education</li> </ul> |                                                                                                                                                                         |
| <b>Possible Future Career Opportunities:</b> | <b>A range of employment opportunities including:</b> <ul style="list-style-type: none"> <li>• Early Childhood Education Assistant</li> <li>• Outside School Hours Care Assistant</li> <li>• Play Group Supervisor</li> </ul>                                                                                                                              | <ul style="list-style-type: none"> <li>• Kindergarten Assistant</li> <li>• Family Day Care Educator</li> <li>• Nanny</li> <li>• Childcare Educator/Assistant</li> </ul> |

## Units covered over the one year:

| Unit Code                  | Unit Name                                                                                         | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------------------------------------------------------------|---------------|------------------|
| FSKRDG010                  | Read and respond to routine workplace information                                                 | 15            | C                |
| VU23698                    | Prepare to work in the early childhood education and care sector                                  | 20            | C                |
| FSKNUM009                  | Use familiar and simple metric measurements for work                                              | 15            | C                |
| FSKLRG018                  | Develop a plan to organise routine workplace tasks                                                | 15            | C                |
| VU23700                    | Use digital devices for early childhood education and care workplace tasks                        | 20            | C                |
| HLTWHS001                  | Participate in workplace health and safety                                                        | 20            | C                |
| CHCCOM005                  | Communicate and work in health or community services                                              | 30            | C                |
| CHCDIV001                  | Work with diverse people                                                                          | 40            | C                |
| VU23701                    | Develop techniques that support children's learning and development through positive interactions | 30            | C                |
| VU23702                    | Develop techniques that support children's learning and development through play                  | 35            | C                |
| VU23699                    | Develop a career plan for the early childhood education and care sector                           | 15            | C                |
| <b>Total nominal hours</b> |                                                                                                   | <b>255</b>    |                  |

# service



# early childhood



## CHC30125 Certificate III in Early Childhood Education and Care **(Partial Completion)**

### Australian Institute of Professional Technique (AUIPT)

#### Course Aims

This qualification reflects the role of educators in early childhood education and care who work in regulated children's education and care services in Australia. They support children's wellbeing and development in the context of an approved learning framework. Educators use a range of well-developed skills and knowledge using discretion and judgement when carrying out their work in the context of established policies and procedures. They may work independently or under the guidance of others, though in some contexts that guidance may not be on-site.

#### Course Delivery - Location and Times

**Year 1:** AUIPT, Ground Floor, 301-311 Flinders Lane, Melbourne. Wednesday 9:00am - 1:00pm **OR** Wednesday 9:00am - 3:30pm

**Year 2:** AUIPT, Ground Floor, 301-311 Flinders Lane, Melbourne. Wednesday 9:00am - 3:30pm

**Mode of Delivery** Face to Face delivery.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CHC30125 - Certificate III in Early Childhood Education and Care (Partial Completion)**

#### Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**  
(AUIPT) Australian Institute of Professional Technique  
RTO: 45873

#### RTO Student Information:

Please refer to <https://www.auipt.edu.au/> or [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** NA

**Excursions:** There may be excursions from time to time.

**Work Placement:** To achieve this qualification the student must have completed at least 160 hours in a regulated children's education and care service in Australia.

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                         |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Digital Literacy</li> <li>Food Safety or Nutrition Courses</li> </ul>                                                                                                                            |
| <b>Pathways:</b>                             | Potential further study pathways include: <ul style="list-style-type: none"> <li>Certificate III in Early Childhood Education and Care</li> <li>Diploma of Early Childhood Education and Care</li> <li>Bachelor of Education</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <b>A range of employment opportunities including:</b> <ul style="list-style-type: none"> <li>Early childhood educator</li> <li>Childcare Assistant</li> <li>Teacher Aide</li> </ul>                                                     |

## Units covered in the first year:

| Unit Code                  | Unit Name                                                                             | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------------------------------------------------|---------------|------------------|
| HLTWHS001                  | Participate in workplace health and safety                                            | 20            | C                |
| HLTFSE001                  | Follow basic food safety practice                                                     | 30            | E                |
| CHCECE037                  | Support children to connect with the natural environment                              | 50            | C                |
| CHCDIV001                  | Work with diverse people                                                              | 40            | E                |
| CHCPRT025                  | Identify and respond to children and young people at risk                             | 40            | C                |
| CHCECE054                  | Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures | 55            | C                |
| CHCECE055                  | Meet legal and ethical obligations in children's education and care                   | 60            | C                |
| CHCECE056                  | Work effectively in children's education and care                                     | 65            | C                |
| <b>Total nominal hours</b> |                                                                                       | <b>360</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                                   | Nominal Hours | Core or Elective |
|----------------------------|-------------------------------------------------------------|---------------|------------------|
| CHCECE038                  | Observe children to inform practice                         | 40            | C                |
| CHCECE034                  | Use an approved learning framework to guide practice        | 80            | C                |
| CHCECE036                  | Provide experiences to support children's play and learning | 75            | C                |
| CHCECE032                  | Nurture babies and toddlers                                 | 108           | C                |
| CHCECE030                  | Support inclusion and diversity                             | 63            | C                |
| <b>Total nominal hours</b> |                                                             | <b>360</b>    |                  |

# service



## CHC30125 Certificate III in Early Childhood Education and Care **(Partial Completion)**

### Cire Services

#### Course Aims

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. Support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am - 12:30pm

**Year 2:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am - 12:30pm

**Mode of Delivery** Face to Face delivery and online

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CHC30125 - Certificate III in Early Childhood Education and Care (Partial Completion)**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students are provided a Cire Training polo shirt for placement. (This is included in materials fee.)

**Excursions:** NA

**Work Placement:** Cire Training requires all our VETDSS students to undertake a minimum of 80 hours of SWL spread across the two years of the program, this being 40 hours annually.

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                           |                                                                                                                                                                 |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | The course is a partial completion, once you have completed your two-year VETDSS program, you can apply to complete the remaining units to be able to graduate from the CHC30121 Certificate III in Early Childhood Education and Care.                                                   | <ul style="list-style-type: none"> <li>Food Technology</li> <li>Health &amp; Human Development</li> <li>Psychology</li> </ul>                                   |
| <b>Pathways:</b>                             | This qualification provides a pathway to work, and/or further study in the community services sector. Potential further study pathways include: <ul style="list-style-type: none"> <li>Diploma of Early Childhood Education and Care (CHC50121)</li> <li>Bachelor of Education</li> </ul> |                                                                                                                                                                 |
| <b>Possible Future Career Opportunities:</b> | <b>A range of employment opportunities including:</b> <ul style="list-style-type: none"> <li>Early Childhood Education Assistant</li> <li>Outside School Hours Care Assistant</li> <li>Play Group Supervisor</li> </ul>                                                                   | <ul style="list-style-type: none"> <li>Kindergarten Assistant</li> <li>Family Day Care Educator</li> <li>Nanny</li> <li>Childcare Educator/Assistant</li> </ul> |

## Units covered in the first year:

| Unit Code                  | Unit Name                                         | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------------|---------------|------------------|
| HLTWHS001                  | Participate in workplace health and safety        | 20            | C                |
| CHCECE056                  | Work effectively in children's education and care | 65            | C                |
| CHCECE031                  | Support children's health, safety and wellbeing   | 160           | C                |
| CHCDIV001                  | Work with diverse people                          | 40            | E                |
| <b>Total nominal hours</b> |                                                   | <b>285</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                                           | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------------------------------|---------------|------------------|
| CHCECE055                  | Meet legal and ethical obligations in children's education and care | 60            | C                |
| CHCECE034                  | Use an approved learning framework to guide practice                | 80            | C                |
| CHCECE033                  | Develop positive and respectful relationships with children         | 100           | C                |
| <b>Total nominal hours</b> |                                                                     | <b>240</b>    |                  |

# service



## CHC30125 Certificate III in Early Childhood Education and Care **(Full Completion)**

### Cire Services

#### Course Aims

This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. **Please note – this course is delivered as a Full qualification.** Support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale.

- **Class 1** - Wednesday 9:00am - 3:30pm
- **Class 2** - Friday 9:00am – 3:00pm

**Year 2:** Cire Services, Level 1, 7-9 John Street, Lilydale.

- **Class 1** - Wednesday 9:00am - 3:30pm
- **Class 2** - Friday 9:00am – 3:00pm

**Please note: The Friday class may be offered when a minimum number has been enrolled in the Wednesday class.**

**Mode of Delivery** Face to Face delivery and online

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CHC30125 - Certificate III in Early Childhood Education and Care (FULL qualification)**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students are provided a Cire Training polo shirt for placement (this is included in materials fees).

##### Work Placement:

Cire Training requires all our VETDSS students to undertake a minimum of 160 compulsory hours of SWL spread across the two years of the program, this being 80 hours annually. If you undertake 160 hours of structured workplace learning and the workplace learning record in one year you can provide one general credit for VCE/VCE VM.

**Students must have placement 1 day per week.**

**Excursions:** NA

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                               |                                                                                                                                     |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | The course is a FULL completion, once you have completed your two-year VETDSS program.                                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>• Food Technology</li> <li>• Health &amp; Human Development</li> <li>• Psychology</li> </ul> |
| <b>Pathways:</b>                             | This qualification provides a pathway to work, and/or further study in the community services sector. Potential further study pathways include: <ul style="list-style-type: none"> <li>• Diploma of Early Childhood Education and Care (CHC50121)</li> <li>• Bachelor of Education</li> </ul> |                                                                                                                                     |
| <b>Possible Future Career Opportunities:</b> | <b>A range of employment opportunities including:</b> <ul style="list-style-type: none"> <li>• Preschool Educator</li> <li>• Kindergarten Educator</li> </ul>                                                                                                                                 | <ul style="list-style-type: none"> <li>• Long Day Care Assistant</li> <li>• Out of Hours School Care Educator</li> </ul>            |

## Year 1 Units of Competency covered in 2027:

| Unit Code           | Unit Name                                                           | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------------------|---------------|------------------|
| HLTWHS001           | Participate in workplace health and safety                          | 20            | C                |
| CHCECE055           | Meet legal and ethical obligations in children's education and care | 60            | C                |
| CHCECE056           | Work effectively in children's education and care                   | 65            | C                |
| CHCECE031           | Support children's health, safety and wellbeing                     | 160           | C                |
| CHCECE032           | Nurture babies and toddlers                                         | 108           | C                |
| CHCECE033           | Develop positive and respectful relationships with children         | 80            | C                |
| CHCECE034           | Use an approved learning framework to guide practice                | 80            | C                |
| HLTAID0012          | Provide first aid in an education and care setting                  | 22            | C                |
| Total nominal hours |                                                                     | 595           |                  |

## Year 2 Units of Competency covered in 2027:

| Unit Code           | Unit Name                                                           | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------------------|---------------|------------------|
| CHCPRT025           | Identify and report children and young people at risk               | 40            | C                |
| CHCECE035           | Support the holistic learning and development of children           | 70            | C                |
| CHCECE038           | Observe children to inform practice                                 | 40            | C                |
| CHCECE036           | Provide experiences to support children's play and learning         | 75            | C                |
| CHCECE037           | Support children to connect with the natural environment            | 50            | C                |
| CHCECE030           | Support inclusion and diversity                                     | 63            | C                |
| CHCDIV001           | Work with diverse people                                            | 40            | E                |
| CHCECE054           | Encourage understanding of Aboriginal and/or Torres Strait Islander | 55            | C                |
| CHCPRP003           | Reflect on and improve own professional practice                    | 120           | E                |
| Total nominal hours |                                                                     | 553           |                  |

# Service





## 22682VIC Certificate II in Electrotechnology (Pre-vocational) St Joseph's College - Ferntree Gully

### Course Aims

The Certificate II in Electrotechnology Studies aims to equip learners with the knowledge and skills to seek employment in the Electrical Industry. It aims to provide students with general knowledge and skills relating to the electrical industry. This Certificate II in Electrotechnology may lead to an apprenticeship and/or provide a progression to Certificate III or IV in other electrotechnology fields.

### Course Delivery - Location and Times

**Year 1:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Wednesday 1:00pm – 5:00pm **OR** Thursday 8:00am – 12:30pm **OR** Thursday 1:30pm – 5:00pm

**Students need to have completed Year 1 to apply for this course.**

**Year 2:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Wednesday 8:30am – 12:30pm **OR** Thursday 8:30am – 12:30pm

**Mode of Delivery** Classroom/Workshop based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22682VIC - Certificate II in Electrotechnology (at the completion of two years study)**

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

St Joseph's College

RTO: 21710

#### RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on Campus.

**Pre-requisites:** NA

**OHS/PPE/Clothing and Equipment:** Steel capped boots and work pants required. Safety glasses, earmuffs, pens, pencils, laptop all required. Polo and jumper provided in Year 1.

**Excursions:** NA

**Work Placement:** A work placement is not required but 80 hours of structured workplace learning over the duration of the program, is strongly recommended.

**Other:** Please note this course is subject to change.

### Future Pathways and Opportunities

|                                              |                                                                                                                                                                 |                                                                                                     |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Mathematical Methods</li> <li>Physics</li> </ul>                                                                         |                                                                                                     |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Electrotechnology (Electrical Apprenticeship)</li> <li>Certificate IV in Electrotechnology</li> </ul> |                                                                                                     |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Electrical Engineering</li> <li>Air Conditioning and Refrigeration systems</li> <li>Solar Systems installer</li> </ul>   | <ul style="list-style-type: none"> <li>Electrician</li> <li>Telecommunication technician</li> </ul> |

## Units covered in the first year:

| Unit Code                  | Unit Name                                                                                       | Nominal Hours | Core or Elective |
|----------------------------|-------------------------------------------------------------------------------------------------|---------------|------------------|
| CPCWHS1001                 | Prepare to work safely in the construction industry                                             | 6             | C                |
| UEERL0001                  | Attach cords and plugs to electrical equipment for connection to a single phase 230 Volt supply | 20            | E                |
| UEECD0007                  | Apply work, health and safety regulations, codes and practices in the workplace                 | 20            | C                |
| UEECD0019                  | Fabricate, assemble and dismantle utilities industry components                                 | 40            | C                |
| UEECD0042                  | Solve problems in ELV single path circuits                                                      | 40            | C                |
| UEECD0020                  | Fix and secure electrotechnology equipment                                                      | 20            | C                |
| VU23736                    | Prepare for work in the electrotechnology industry                                              | 30            | C                |
| UEECD0052                  | Use of routine equipment/plant/technologies in an energy sector environment                     | 60            | E                |
| <b>Total nominal hours</b> |                                                                                                 | <b>236</b>    |                  |

## Units covered in the second year:

| Unit Code                                    | Unit Name                                                                         | Nominal Hours | Core or Elective |
|----------------------------------------------|-----------------------------------------------------------------------------------|---------------|------------------|
| VU23480                                      | Perform intermediate engineering computations                                     | 40            | C                |
| UEERA0035                                    | Establish the basic operating conditions of air conditioning systems              | 20            | C                |
| VU23735                                      | Install a sustainable extra low voltage energy power system                       | 30            | C                |
| VU23737                                      | Use Test instruments in the electrotechnology industry                            | 20            | C                |
| VU23738                                      | Plan and complete a basic electrotechnology project                               | 40            | C                |
| VU23739                                      | Carry out basic network cabling for extra low voltage (ELV) equipment and devices | 30            | C                |
| HLTAID011                                    | Provide First Aid                                                                 | 18            | C                |
| <b>Total nominal hours</b>                   |                                                                                   | <b>198</b>    |                  |
| <b>Total nominal hours after the 2 years</b> |                                                                                   | <b>434</b>    |                  |

trade



#### Course Aims

The 22682VIC Certificate II in Electrotechnology (Pre-vocational) provides students with foundation skills and knowledge for entry into the electrotechnology and energy sector industries. The course develops practical skills in electrical safety, basic circuit work, the use of tools and testing equipment and installation of extra-low voltage systems. Students gain hands-on experience while developing an understanding of workplace health and safety, industry standards and employability skills. The program supports pathways into electrical and electrotechnology apprenticeships, further training and employment within the industry.

#### Course Delivery - Location and Times

**Year 1:** Emmaus College (Burwood Campus), 285 Warrigal Road, Burwood. Wednesday 1:30pm -5.30pm

**Year 2:** Available in 2028

**Mode of Delivery:** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22682VIC Certificate II in Electrotechnology Studies (Pre-vocational)**

#### Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**

**TBC**

**RTO:**

**RTO Student Information:**

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** All students are required to wear steel-capped boots and appropriate worksite clothing, such as High-visibility top and trade shorts/pants.

**Excursions:** NA

**Work Placement:** Not required but is recommended.

**Other:** NA

#### Future Pathways and Opportunities

|                                                           |                                                                                                                     |                                                                                                                                                              |
|-----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                             | Further vocational training or tertiary study in electrotechnology and energy sectors.                              |                                                                                                                                                              |
| <b>Pathways and possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Electrical</li> <li>• Air Conditioning</li> <li>• Refrigeration</li> </ul> | <ul style="list-style-type: none"> <li>• Electronics</li> <li>• Data communications</li> <li>• Renewable energy</li> <li>• Security system trades</li> </ul> |

## Units covered in the first year:

| Unit Code                  | Unit Name                                                                      | Nominal Hours | Core or Elective |
|----------------------------|--------------------------------------------------------------------------------|---------------|------------------|
| CPCCWHS1001                | Prepare to work safely in the construction industry                            | 6             | C                |
| UEECD0007                  | Apply Work Health and Safety regulations, codes and practices in the workplace | 20            | C                |
| UEECD0019                  | Fabricate, assemble and dismantle utilities industry components                | 40            | C                |
| UEECD0020                  | Fix and secure electrotechnology equipment                                     | 20            | C                |
| UEECD0042                  | Solve problems in ELV single path circuits                                     | 40            | C                |
| VU23737                    | Use Test instruments in the electrotechnology industry                         | 30            | C                |
| VU23736                    | Prepare for work in the electrotechnology industry                             | 30            | C                |
| VU23480                    | Perform intermediate engineering computations                                  | 30            | C                |
| <b>Total nominal hours</b> |                                                                                | <b>216</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                                                           | Nominal Hours | Core or Elective |
|----------------------------|-------------------------------------------------------------------------------------|---------------|------------------|
| HLTAID0011                 | Provide First Aid                                                                   | 18            | C                |
| UEERA0035                  | Establish the basic operating conditions of air conditioning systems                | 20            | C                |
| VU23735                    | Install a sustainable extra low voltage energy power system                         | 40            | C                |
| VU23738                    | Plan and complete a basic electrotechnology project                                 | 80            | C                |
| VU23739                    | Carry out basic network cabling for extra low voltage (ELV) equipment and devices   | 30            | C                |
| UEECD0052                  | Use of routine equipment/plant/technologies in an energy sector environment         | 20            | E                |
| VU23740                    | Perform energy sector installations of extra low voltage (ELV) single path circuits | 20            | E                |
| <b>Total nominal hours</b> |                                                                                     | <b>228</b>    |                  |

trade



## Course Aims

VET in Schools Engineering Studies is ideal for students who want a hands-on practical applied learning study that contributes to VCE or VCE VM & VPC. Certificate II provides students with practical skills and theoretical knowledge to undertake an apprenticeship in the engineering fabrication trade covering areas including welding, machine processing, fabrication techniques, using power tools and computer software programs for engineering related work activities. Students are required to plan projects, produce engineering sketches and drawings, and fabricate metal components and products. Second year includes General Mathematics at a Year 11 standard.

## Course Delivery - Location and Times

**Year 1:** Ringwood Training, 3 Hill Street, Ringwood East.

- Wednesday 8:00am – 12:30pm; Wednesday 1:30pm – 6:00pm **OR Friday 8:00am - 12:30pm \*\*\***

**Year 2:** Ringwood Training, 3 Hill Street, Ringwood East.

- Wednesday 8:00am – 1:00pm; Wednesday 2:00pm – 7:00pm **OR Friday 1:00pm – 5:30pm \*\*\***

\*\*\* In 2027 the Certificate II in Engineering Studies is being offered on Friday (Year 1, 8:00am - 12:30pm and Year 2, 1:00pm – 5:30pm), for those schools who are running a Year 11 or Year 12 VCE VM and Structured Workplace Learning (SWL) program. It is strongly recommended that you look at applying/enrolling these students for this class as it will enable them to complete VET and fit this within the VCE VM program without missing classes and provides flexibility to find a SWL placement on an alternate day.

**Mode of Delivery:** Classroom/workshop based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22632VIC - Certificate II in Engineering Studies**

## Engineering Training – Competency Based Overview

In Engineering training, competency-based assessments focus on evaluating a student's ability to perform tasks in a realistic workplace setting. This includes:

### Hands-On Learning in a simulated workshop environment

- Assessments are conducted where the student will complete tasks in a workshop setting that closely mirrors what they would experience on the job.

### Direct Observation

- Trainers directly observe the student performing the tasks, evaluating their ability to apply the knowledge and skills outlined in the competency standards.
- Trainers will often ask questions about the student's understanding of the tasks they are performing, ensuring they can not only demonstrate the basic skill but also explain the reasoning behind it.

## Student Expectations

### To succeed, students must:

- |                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>Arrive on time and be ready to start each class.</li> <li>Bring all required items - a pen, their uniform and safety boots</li> <li>Students must demonstrate basic digital literacy skills</li> </ul> | <ul style="list-style-type: none"> <li>Meet a minimum attendance rate of 90%. Students who fall below this level will make it difficult to complete all the allocated class/workshop learning and assessments with a high risk of failure.</li> <li>Demonstrate competency in all course components to receive a competent/satisfactory result.</li> <li><b>General Mathematics at Year 11 standard (2<sup>nd</sup> year)</b></li> </ul> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Ringwood SC (Ringwood Training)<br>RTO: 22475<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.rt.vic.edu.au/student-handbook">http://www.rt.vic.edu.au/student-handbook</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities whilst on campus.<br><b>Pre-requisites:</b> NA<br><b>Excursions:</b> NA<br><b>Work Placement:</b> Not required but is strongly recommended. | <b>OHS / Personal Protective Equipment:</b> Students must wear heavy cotton drill pants and long sleeve shirt or cotton drill overalls and steel-capped leather work boots. No bib and brace overalls. Clear lens safety glasses will be supplied. (Work shirt to be purchased at student expense. This is not covered by the Materials fee.)<br><b>Other:</b> Food and snacks options are not available onsite. Students may access nearby off-site shops and cafes during breaks if they wish. |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Future Pathways and Opportunities

|                                              |                                                                                                                                           |                                                                                                                                                                  |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>STEM – Science, Technology, Engineering, and Mathematics</li> </ul>                                |                                                                                                                                                                  |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Engineering Fabrication Trade</li> <li>Certificate IV in Engineering</li> </ul> | <ul style="list-style-type: none"> <li>University</li> <li>Engineering apprenticeship – Mechanical, Fabrication, Automotive or Electrical</li> </ul>             |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Boiler Maker</li> <li>Engineering</li> <li>Fabricator</li> <li>Sheet Metal Worker</li> </ul>       | <ul style="list-style-type: none"> <li>Fitter and Turner</li> <li>Manufacturing Engineer</li> <li>Mechanical Engineer</li> <li>Metallurgical Engineer</li> </ul> |

## UOC Units of Competency

| Units covered in the first year: |                                                                                      |               |                  |
|----------------------------------|--------------------------------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                                            | Nominal Hours | Core or Elective |
| VU23475                          | Safely use hand tools and hand held power tools for general engineering applications | 40            | C                |
| VU23476                          | Report on the sectors and employment in the manufacturing engineering and related    | 20            | C                |
| VU23477                          | Interpret and prepare basic two and three dimensional engineering drawings           | 30            | C                |
| VU23478                          | Perform basic machining processes                                                    | 40            | C                |
| VU23479                          | Apply basic fabrication techniques                                                   | 40            | C                |
| VU23481                          | Apply occupational health and safety principles in an engineering environment        | 20            | C                |
| <b>Total nominal hours</b>       |                                                                                      | <b>190</b>    |                  |

| Units covered in the second year: |                                                     |                    |               |                  |
|-----------------------------------|-----------------------------------------------------|--------------------|---------------|------------------|
| Unit Code                         | Unit Name                                           | Assessment Task    | Nominal Hours | Core or Elective |
| MEMPE006                          | Undertake a basic engineering project               | Product 5          | 80            | C                |
| VU23480                           | Perform intermediate engineering computations       | Portfolio 7        | 40            | C                |
| VU23485                           | Perform basic welding and thermal cutting processes | Work Performance 1 | 60            | E                |
| <b>Total nominal hours</b>        |                                                     |                    | <b>180</b>    |                  |

trade



## Course Aims

Gain a comprehensive understanding of the events industry, where you will learn about selecting venues, developing event programs, plan in-house events and relevant skills to work in this exciting field.

## Course Delivery - Location and Times

**Year 1:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:00pm, **OR** Friday 9:00am – 2:00pm (Numbers will determine which day/s will run in 2027.)

**Year 2:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:00pm,

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT30122 Certificate III in Tourism**

## Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                   |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>William Angliss Institute<br>RTO: 3045<br><b>RTO Student Information:</b><br>Please refer to <a href="https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf">https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities whilst on campus. | <b>OHS / Personal Protective Equipment:</b> Uniform required<br><b>Excursions:</b> \$100<br><b>Work Placement:</b> Not required.<br><b>Pre-requisites:</b> NA<br><b>Other:</b> NA |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Future Pathways and Opportunities

|                                       |                                                                                             |                                                                                                 |                                                                                         |
|---------------------------------------|---------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------|
| Complementary studies:                | <ul style="list-style-type: none"><li>Hospitality</li></ul>                                 |                                                                                                 | <ul style="list-style-type: none"><li>Hotel Accommodation</li></ul>                     |
| Pathways:                             | <ul style="list-style-type: none"><li>Pathway to the Diploma of Event Management.</li></ul> |                                                                                                 |                                                                                         |
| Possible Future Career Opportunities: | <ul style="list-style-type: none"><li>Event Coordinator</li><li>Events Assistant</li></ul>  | <ul style="list-style-type: none"><li>Casual Event Crew</li><li>Marketing Coordinator</li></ul> | <ul style="list-style-type: none"><li>Sales Executive</li><li>Venue Assistant</li></ul> |

## Units covered in the first year:

| Unit Code           | Unit Name                                         | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------|---------------|------------------|
| SITEEVT020          | Source and use information on the events industry | 25            | C                |
| SITXWHS005          | Participate in safe work practices                | 12            | C                |
| SITXCCS014          | Provide service to customers                      | 25            | C                |
| SITXCOM009          | Address protocol requirements                     | 25            | E                |
| BSBTWK201           | Work effectively with others                      | 40            | C                |
| SITEEVT024          | Develop conference and events programs            | 30            | E                |
| SITEEVT025          | Select event venues and sites                     | 35            | E                |
| Total nominal hours |                                                   | 192           |                  |

## Units covered in the second year:

| Unit Code  | Unit Name                                         | Nominal Hours | Core or Elective |
|------------|---------------------------------------------------|---------------|------------------|
| SITEEVT023 | Plan in-house events                              | 40            | E                |
| BSBTEC303  | Create electronic presentations                   | 20            | E                |
| SITXMPR010 | Create a promotional display or stand             | 30            | E                |
| SITWHS006  | Identify hazards, assess and control safety risks | 30            | E                |
| SITHFAB021 | Provide responsible service of alcohol            | 10            | E                |
| SITEEVT022 | Provide event production support                  | 31            | C                |
| SITXCOM007 | Show social and cultural sensitivity              | 20            | C                |
|            |                                                   | 181           |                  |

# service



# furniture making pathways



**MSF20522 Certificate II in Furniture Making Pathways**

**Melba College**

## Course Aims

Students will learn furniture making practical skills, including joining materials, making timber joints, preparing surfaces, using tools, assembling components, undertaking projects. They will develop a career plan for the furnishing industry, apply safe and environmentally sustainable practices at work and communicate information effectively and work in teams.

## Course Delivery - Location and Times

**Year 1:** Melba College, Brentnall Road, Croydon; Wednesday 2:00pm – 6:00pm (Building E, Room EG.23)

**Year 2:** Melba College, Brentnall Road, Croydon; Wednesday 9:00am – 1:00pm (Building E, Room EG.23)

**Mode of Delivery:** Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **MSF20522 Certificate II in Furniture Making Pathways**

## Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                               |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>AIET<br>RTO: 121314<br><b>RTO Student Information:</b><br><a href="https://www.aiet.edu.au/">https://www.aiet.edu.au/</a><br>Please refer to and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for your rights and responsibilities whilst on campus. | <b>OHS / Personal Protective Equipment:</b> Solid closed toed shoes, long pants and long-sleeved tops are to be worn at all times.<br><b>Excursions:</b> NA<br><b>Work Placement:</b> NA.<br><b>Pre-requisites:</b> Students must complete Year 1 before they enrol into Year 2 of the Furniture Making Pathways program.<br><b>Other:</b> NA |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Future Pathways and Opportunities

|                                              |                                                                         |                                      |
|----------------------------------------------|-------------------------------------------------------------------------|--------------------------------------|
| <b>Complementary studies:</b>                | • Product Design and Technology - Wood                                  |                                      |
| <b>Pathways:</b>                             | • Certificate III in Furniture Making<br>• Certificate III in Carpentry |                                      |
| <b>Possible Future Career Opportunities:</b> | • Furniture Maker<br>• Cabinet Maker                                    | • Building and Construction Industry |

## Units covered in the first year:

| Unit Code                  | Unit Name                                                 | Nominal Hours | Core or Elective |
|----------------------------|-----------------------------------------------------------|---------------|------------------|
| MSFFP2012                  | Join furnishing materials                                 | 40            | E                |
| MSMPCI103                  | Demonstrate care and apply safe practices at work         | 30            | C                |
| MSFFP2011                  | Use timber finishing construction techniques              | 100           | E                |
| MSFFP2017                  | Develop a career plan for the furniture industry          | 30            | C                |
| MSFGN2004                  | Produce simple scale drawings by hand                     | 40            | E                |
| MSMSUP106                  | Work in a team                                            | 30            | E                |
| MSMENV272                  | Participate in environmentally sustainable work practices | 30            | C                |
| <b>Total nominal hours</b> |                                                           | <b>300</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                         | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------------|---------------|------------------|
| MSFFM2013                  | Use furniture making sector hand and power tools  | 40            | E                |
| MSFFP2020                  | Undertake a basic furniture making project        | 100           | C                |
| MSFGN2011                  | Make measurements and calculations                | 30            | C                |
| MSFFP2014                  | Use basic finishing techniques on timber surfaces | 100           | E                |
| MSFFM2014                  | Select and apply hardware                         | 16            | E                |
| <b>Total nominal hours</b> |                                                   | <b>286</b>    |                  |

trade



## MSF20522 Certificate II in Furniture Making Pathways

### Ranges TEC

#### Course Aims

The course aims to provide participants with knowledge and skill development to perform the manufacture of free-standing furniture or built-in cabinets and provide on-site assistance in the installation of furniture or cabinets involving known routines and procedures.

#### Course Delivery - Location and Times

**Year 1:** Ranges TEC, 1/9 Hightech Place, Lilydale. Wednesday 12:30pm – 5:00pm

**Year 2: (2028)** Ranges TEC, 1/9 Hightech Place, Lilydale. Wednesday 8:00am - 12:30pm

**Mode of Delivery:** Classroom/workshop based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **MSF20522 Certificate II in Furniture Making Pathways**

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Name of RTO &amp; Provider of Qualification:</b><br/>Ranges TEC<br/>RTO: 22559</p> <p><b>RTO Student Information:</b><br/>Please refer to <a href="https://www.rangestec.vic.edu.au/">https://www.rangestec.vic.edu.au/</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities whilst on campus.</p> <p><b>Pre-requisites:</b> NA</p> <p><b>Excursions:</b> NA</p> <p><b>Work Placement:</b> NA</p> | <p><b>OHS / Personal Protective Equipment:</b> Students must wear work pants (long or short), and Hi-visibility cotton shirt with collar (non-flammable), steel-capped slip resistant leather work boots, safety glasses and banded ear plugs. If you attend Ranges TEC classes without the appropriate clothing or PPE items, you will be excluded from practical classes.</p> <p><b>Stationery:</b> Pencil case with pens, pencils, eraser, sharpener, highlighter and ruler. 4 ring A4 binder (28-50ml) and binder book.</p> <p><b>Other:</b> NA</p> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                   |                                                                               |                                                                            |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>General Mathematics</li> </ul>                                                                                                                             | <ul style="list-style-type: none"> <li>Visual Communication Design</li> </ul> | <ul style="list-style-type: none"> <li>Materials and Technology</li> </ul> |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Furniture Making</li> <li>Certificate III in Cabinet Making</li> <li>Other relevant competitive manufacturing qualifications</li> </ul> |                                                                               |                                                                            |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Assistant Cabinet Maker</li> <li>Assistant Installer of built-in cabinets</li> <li>Production Operator within a cabinet making enterprise</li> </ul>       |                                                                               |                                                                            |

## Units covered in the first year:

| Unit Code                  | Unit Name                                                 | Nominal Hours | Core or Elective |
|----------------------------|-----------------------------------------------------------|---------------|------------------|
| MSMPCI103                  | Demonstrate care and apply safe practices at work         | 30            | C                |
| MSFFP2012                  | Join furnishing materials                                 | 40            | E                |
| MSMENV272                  | Participate in environmentally sustainable work practices | 30            | C                |
| MSFGN2004                  | Produce simple scale drawings by hand                     | 40            | E                |
| MSFFP2017                  | Develop a career plan for the furnishing industry         | 30            | C                |
| MSFFP2011                  | Use timber furnishing construction techniques             | 100           | E                |
| MSFFM2014                  | Select and apply hardware                                 | 16            | E                |
| <b>Total nominal hours</b> |                                                           | <b>286</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                                  | Assessment Task | Nominal Hours | Core or Elective |
|----------------------------|--------------------------------------------|-----------------|---------------|------------------|
| MSFFM2019                  | Assemble furnishing components             | TBA             | 20            | E                |
| MSFFM2013                  | Use furniture making hand and power tools  | TBA             | 40            | E                |
| MSFGN2001                  | Make measurements and calculations         | TBA             | 30            | C                |
| MSMSUP106                  | Work in a team                             | TBA             | 30            | E                |
| MSFFP2020                  | Undertake a basic furniture making project | TBA             | 100           | C                |
| <b>Total nominal hours</b> |                                            |                 | <b>220</b>    |                  |

trade



## AHC20422 Certificate II in Horticulture Ranges TEC

### Course Aims

This training program is designed to provide students with skills, knowledge and experience in the landscaping, horticulture and nursery industries. Students who finish the course should be able to work safely under routine supervision.

### Course Delivery - Location and Times

**Year 1 and Year 2:** Ranges TEC, 1/9 Hightech Place, Lilydale. Wednesday 8:00am – 12:30pm **OR** Wednesday 12:30pm – 5:00pm

**Please note:** Students will be transported to and from the above address to the Ranges TEC Community Farm, 10 Coulson Road, Monbulk each week.

**Mode of Delivery:** Training rooms/farm based

**Duration:** This course rotates between Block A and Block B Units of Competency with the complete course being delivered over 2 years.

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **AHC20422 Certificate II in Horticulture**

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Ranges TEC

RTO: 22559

#### RTO Student Information:

Please refer to <https://www.rangestec.vic.edu.au/> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students must wear work pants (long or short), and Hi-visibility cotton shirt with collar or Hi-Vis vest, broad brimmed hat and sunscreen, wet weather gear (recommended), Gardening gloves, steel-capped slip resistant leather work boots, safety glasses and banded ear plugs. If you attend Ranges TEC classes without the appropriate clothing or PPE items, you will be excluded from practical classes.

**Stationery:** Pencil case with pens, pencils, eraser, sharpener, highlighter and ruler. 4 ring A4 binder (28-50ml) and binder book.

**Excursions:** NA

**Work Placement:** NA

**Other:** NA

### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                        |                                                                                                                                                                                                                                           |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>General Mathematics</li> </ul>                                                                                                                  | <ul style="list-style-type: none"> <li>Outdoor and Environmental Studies</li> </ul>                                                                                                                                                       |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Horticulture</li> <li>Certificate III in Agriculture</li> <li>Certificate III in Conservation and Land Management</li> </ul> | <ul style="list-style-type: none"> <li>Certificate III in Landscape Construction</li> <li>Certificate III in Rural Operations</li> </ul> <p>For further information visit <a href="http://training.gov.au">http://training.gov.au</a></p> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Landscaping</li> <li>Irrigation systems</li> <li>Conservation</li> </ul>                                                                        | <ul style="list-style-type: none"> <li>Propagation of plants</li> <li>Operating equipment and machinery</li> </ul>                                                                                                                        |

## Units covered in BLOCK A:

| Unit Code           | Unit Name                                                 | Nominal Hours | Core or Elective |
|---------------------|-----------------------------------------------------------|---------------|------------------|
| AHCLSC206           | Assist with landscape construction work                   | 30            | E                |
| AHCWRK211           | Participate in environmentally sustainable work practices | 20            | C                |
| AHCNSY206           | Care for nursery plants                                   | 30            | E                |
| AHCNSY207           | Undertake propagation activities                          | 30            | E                |
| AHCWHS202           | Participate in WHS processes                              | 20            | C                |
| AHCPCM204           | Recognise plants                                          | 40            | C                |
| AHCPGD207           | Plant trees and shrubs                                    | 20            | C                |
| AHCPGD209           | Prune shrubs and small trees                              | 35            | E                |
| Total nominal hours |                                                           | 225           |                  |

## Units covered in BLOCK B:

| Unit Code           | Unit Name                                               | Assessment Task | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------|-----------------|---------------|------------------|
| AHCLSC207           | Construct low profile timber or modular retaining walls | TBA             | 50            | E                |
| AHCLSC209           | Lay paving                                              | TBA             | 30            | E                |
| AHCMOM203           | Operate basic machinery and equipment                   | TBA             | 20            | C                |
| AHCSOL203           | Assist with soil or growing media sampling and testing  | TBA             | 25            | C                |
| AHCPMG202           | Treat plants pests, diseases and disorders              | TBA             | 30            | C                |
| AHCPMG201           | Treat Weeds                                             | TBA             | 40            | C                |
| AHCNSY205           | Pot up plants                                           | TBA             | 20            | E                |
| Total nominal hours |                                                         |                 | 215           |                  |

trade



## Course Aims

This program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the hospitality area, with specific focus on food and beverage activities (i.e. front of house).

## Course Delivery - Location and Times

**Year 1:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5:30pm

**Year 2:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5:30pm

**Mode of Delivery:** Classroom and Restaurant based. Restaurant Nights – there are approximately **2 compulsory** restaurant nights per term that students are required to attend. Students are dismissed around 9:30pm. These form the practical assessment of this course.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of SIT20322 Cert II in Hospitality Units 1-4.

## Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Aquinas College<br>RTO: 22340<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.aquinas.vic.edu.au">www.aquinas.vic.edu.au</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for your rights and responsibilities whilst on campus. | <b>Pre-requisites:</b> NA<br><b>OHS / Personal Protective Equipment:</b> Students will have to wear a compulsory uniform. An additional cost is involved.<br><b>Excursions:</b> Students may be required to attend a planned Excursion. An additional cost may be involved.<br><b>Work Placement:</b> Not required but is recommended.<br><b>Other:</b> Please note this course is subject to change |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                      |                                                                                                                                                              |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Food Technology</li> </ul>                                                                                                    |                                                                                                                                                              |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Hospitality</li> <li>Certificate IV in Hospitality</li> <li>Diploma of Hospitality (Management)</li> </ul> | <ul style="list-style-type: none"> <li>Advanced Diploma of Hospitality (Management)</li> <li>Bachelor of Applied Science (Hospitality Management)</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Waiter of Barista</li> <li>Bar/Bottle Shop attendant</li> </ul>                                                               | <ul style="list-style-type: none"> <li>Kitchen Hand</li> <li>Food and Beverage attendant</li> </ul>                                                          |

## Units covered in the first year:

| Unit Code           | Unit Name                                              | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------|---------------|------------------|
| BSBTWK201           | Work effectively with others                           | 40            | C                |
| SITHIND006          | Source and use information on the hospitality industry | 25            | C                |
| SITHIND007          | Use hospitality skills effectively                     | 0             | C                |
| SITXCCS011          | Interact with customers                                | 20            | C                |
| SITXCOM007          | Show social and cultural sensitivity                   | 20            | C                |
| SITXWHS005          | Participate in safe work practices                     | 12            | C                |
| SITXFSA005          | Use hygienic practices for food safety                 | 15            | C                |
| SITHFAB021          | Provide responsible service of alcohol                 | 10            | E                |
| SITHFAB023          | Operate a bar                                          | 35            | E                |
| SITHFAB025          | Prepare and serve espresso coffee                      | 30            | E                |
| Total nominal hours |                                                        | 207           |                  |

## Units covered in the second year:

| Unit Code           | Unit Name                                 | Assessment Task     | Nominal Hours | Core or Elective |
|---------------------|-------------------------------------------|---------------------|---------------|------------------|
| SITHFAB022          | Clean and tidy bar areas                  | Work Performance 01 | 15            | C                |
| SITHFAB024          | Prepare and serve non-alcoholic beverages | Work Performance 01 | 20            | C                |
| SITHFAB027          | Serve food and beverage                   | Work Performance 02 | 80            | C                |
| SITHFAB036          | Provide advice on food                    | Portfolio 07        | 40            | C                |
| SITXFIN007          | Process financial transactions            | Work Performance 01 | 25            | C                |
| Total nominal hours |                                           |                     | 180           |                  |

# service



## Course Aims

Getting your start in this experience-based industry is made simple with this introductory hospitality course. This certificate level qualification provides detailed training in a range of hospitality operational skills including basic food and beverage service, as well as accommodation service skills.

Guided by Australia's best hospitality trainers, you'll learn what it takes to work in hospitality businesses from restaurants to hotels, motels, restaurants and cafes.

You'll learn in various practical classrooms developing core skills including espresso coffee, food and beverage service, hotel portage and housekeeping service.

## Course Delivery - Location and Times

**Year 1:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:30pm – 6:00pm

**Year 2:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 2:00pm – 6:30pm

- **Term 3:** 4:00pm–9:30pm

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT20322 Certificate II in Hospitality**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

William Angliss Institute

RTO: 3045

### RTO Student Information:

Please refer to <https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Excursions:** NA

**Work Placement:** Not required.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students are required to purchase William Angliss canvas apron, logo'd polo and black long sleeved shirt as well as possess the following clothing requirements:

|                          |                                                                                                                      |
|--------------------------|----------------------------------------------------------------------------------------------------------------------|
| Black tailored pants     | Black business style trousers with pocket (no hipsters, no jeans, spandex or leggings are permitted).                |
| Black shoes              | Lace ups preferred or a slight comfortable heel (no ballerina flats, platform, T-bar runners, canvas or high heels). |
| Black socks or stockings |                                                                                                                      |

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                             |                                                                                           |                                                                                                                                           |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Hospitality</li> </ul>                                                             |                                                                                           | <ul style="list-style-type: none"> <li>• Hotel Accommodation</li> </ul>                                                                   |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate III in Hospitality</li> <li>• Certificate IV in Hospitality</li> </ul> |                                                                                           | <ul style="list-style-type: none"> <li>• Diploma of Hospitality Management</li> <li>• Diploma of Hospitality Management (AIHS)</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Server</li> <li>• Bar Attendant</li> </ul>                                         | <ul style="list-style-type: none"> <li>• Event Staff</li> <li>• Coffee Barista</li> </ul> | <ul style="list-style-type: none"> <li>• Housekeeping attendant (hotel)</li> <li>• Porter (hotel)</li> </ul>                              |

## Units covered in the first year:

These units provide knowledge and skills to be able to communicate and work with customers. Angliss restaurant is a fully functional restaurant with live customers.

| Unit Code           | Unit Name                                              | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------|---------------|------------------|
| BSBTWK201           | Work effectively with others                           | 40            | C                |
| SITHIND006          | Source and use information on the hospitality industry | 25            | C                |
| SITHIND007          | Use hospitality skills effectively                     | 0             | C                |
| SITXCCS011          | Interact with customers                                | 20            | C                |
| SITXWHS005          | Participate in safe working practices                  | 12            | C                |
| SITXCOM007          | Show social and cultural sensitivity                   | 20            | C                |
| SITXFSA005          | Use hygiene practices for food safety                  | 15            | C                |
| SITHFAB021          | Provide responsible service of alcohol                 | 10            | E                |
| SITHACS010          | Provide housekeeping services to guests                | 10            | E                |
| SITHACS013          | Provide porter services                                | 10            | E                |
| SITHFAB025          | Prepare and serve espresso coffee                      | 30            | E                |
| Total nominal hours |                                                        | 192           |                  |

## Units covered in the second year:

These units provide knowledge and skills to be able to communicate and work with customers. Angliss restaurant is a fully functional restaurant with live customers.

\*Pre-requisite: SITXFSA005 Use Hygiene practices for food safety

+Pre-requisite: SITHFAB021 Provide Responsible Service of Alcohol

| Unit Code           | Unit Name                                  | Assessment Task     | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------|---------------------|---------------|------------------|
| SITHFAB024          | Prepare and serve non-alcoholic beverages* | Work Performance 02 | 20            | C                |
| SITHFAB022          | Clean and tidy bar areas                   | Work Performance 01 | 15            | C                |
| SITHFAB027          | Serve food and beverage *+                 | Work Performance 01 | 80            | C                |
| SITHFAB036          | Provide advice on food                     | Portfolio 07        | 40            | C                |
| SITXFIN007          | Process financial transactions             | Work Performance 02 | 25            | C                |
| Total nominal hours |                                            |                     | 180           |                  |

# service



## Dual Qualification

### Certificate II in Hospitality and Cookery SIT20322/SIT20421

### Mount Lilydale Mercy College

#### Course Aims

This dual qualification provides a pathway to work in Hospitality organisations such as restaurants, hotels, catering operations, clubs, cafes, cafeterias, and coffee shops. The Certificate II program is designed to introduce students to many aspects of Hospitality through engaging excursions, gaining a Barista Course and Responsible Service of Alcohol Certificate. These, along with the opportunity to engage with school functions and team challenges, provides the student with a job ready resume. Career pathways include further study in Commercial Cookery or opportunities to take on a trainee or apprenticeship in the many facets of Hospitality. Students also wishing to pursue a career in hotel management or tourism would benefit from completing the certificate. Students gain experience in both front and back of house service. This includes; working in a safe manner (OH & S), food hygiene standards, food preparation and food service, and meal presentation techniques. In addition, students learn that hospitality is about serving others and the importance of communication skills with both colleagues and customers by participating in house functions. On successful completion of all 1 and 2 units, students receive a Certificate II in Hospitality. Further study in the second year will be a completion of Certificate II in Cookery.

#### Course Delivery - Location and Times

**Year 1 (Units 1 – 2):** Mount Lilydale Mercy College, 120 Anderson Street, Lilydale; Wednesday 1:15pm-5.15pm

**Mode of Delivery:** Provider has compliant training rooms.

**Duration:** 2 years part time (Eligible for Cert II in Hospitality at end of successful completion of Year 1.)

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised dual qualification may be attained on successful completion of **Certificate II in Hospitality and Cookery SIT20322/SIT20421**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Velisha Education Group (VEG)

RTO: 45732

##### RTO Student Information:

Please refer to <https://www.mlmc.vic.edu.au/> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Clean clothes, hair must be tied back for OH&S. Uniform will be provided.

**Excursions:** Students may be required to attend planned Excursion and incursions.

**Work Placement:** NA.

**Pre-requisites:** NA

**Other:** Please note this course is subject to change

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                             |                                                                                                                                                                                                                      |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Food Technology</li> </ul>                                                                                                           |                                                                                                                                                                                                                      |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Commercial Cookery</li> <li>Certificate IV in Hospitality</li> <li>Diploma of Hospitality (Management)</li> </ul> | <ul style="list-style-type: none"> <li>Advanced Diploma of Hospitality (Management)</li> <li>Bachelor of Applied Science (Hospitality Management)</li> </ul>                                                         |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Food &amp; beverage attendant</li> <li>Waitstaff</li> <li>Barista</li> <li>Café assistant</li> <li>Catering assistant</li> </ul>     | <ul style="list-style-type: none"> <li>Function/events support staff</li> <li>Banquet attendant</li> <li>Kitchen hand</li> <li>Fast food/quick service crew member</li> <li>Tourism/hospitality assistant</li> </ul> |

## Units 1 and 2:

| Unit Code           | Unit Name                                              | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------|---------------|------------------|
| BSBTWK201           | Work effectively with others                           | 40            | C                |
| SITHIND006          | Source and use information in the hospitality industry | 25            | C                |
| SITHIND007          | Use hospitality skills effectively                     | 0             | C                |
| SITXCCS011          | Interact with customers                                | 20            | C                |
| SITXCOM007          | Show social and cultural sensitivity                   | 20            | C                |
| SITXWHS005          | Participate in safe work practices                     | 12            | C                |
| SITXFSA005          | Use hygienic practices of food safety                  | 15            | E                |
| SITHCCC024          | Prepare and present simple dishes                      | 25            | E                |
| SITHCCC025          | Prepare and present sandwiches                         | 10            | E                |
| SITHFAB025          | Prepare and serve espresso coffee                      | 30            | E                |
| SITHKOP009          | Clean kitchen premises and equipment                   | 13            | E                |
| SITXINV006          | Receive, store and maintain stock                      | 20            | E                |
| Total nominal hours |                                                        | 233           |                  |

## Units 3 and 4:

| Unit Code           | Unit Name                                             | Nominal Hours | Core or Elective |
|---------------------|-------------------------------------------------------|---------------|------------------|
| SITHCCC027          | Prepare dishes using basic methods of cookery         | 45            | C                |
| SITHCCC023          | Use food preparation equipment                        | 25            | E                |
| SITHCCC028          | Prepare appetisers and salads                         | 25            | C                |
| SITHCCC029          | Prepare stocks, sauces and soups                      | 35            | C                |
| SITHCCC030          | Prepare vegetable, fruit, eggs and farinaceous dishes | 50            | C                |
| SITHCCC034          | Work effectively in a commercial kitchen              | 60            | C                |
| Total nominal hours |                                                       | 240           |                  |

# service



# individual support | ageing and disability



## CHC33021 Certificate III in Individual Support (Ageing and Disability) **(Partial Completion)** Australian Institute of Professional Technique (AUIPT)

### Course Aims

This qualification reflects the role of individuals in the community, home or residential care setting who work under supervision and delegation as a part of multi-disciplinary team, following an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason.

### Course Delivery - Location and Times

**Year 1:** AUIPT, Ground Floor, 301-311 Flinders Lane, Melbourne. Wednesday 9:00am – 3:30pm

**Year 2:** AUIPT, Ground Floor, 301-311 Flinders Lane, Melbourne. Wednesday 9:00am – 3:30pm

**Mode of Delivery** Face to Face delivery.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CHC33021 - Certificate III in Individual Support (Ageing & Disability) (Partial Completion)**

### Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**  
(AUIPT) Australian Institute of Professional Technique  
RTO: 45873

#### RTO Student Information:

Please refer to <https://www.auipt.edu.au/> or [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** NA

**Excursions:** There may be excursions from time to time.

**Work Placement:** To achieve this qualification the student must have completed at least 120 hours of work in at least one aged care, home, community, disability or community service organisation.

**Other:** NA

### Future Pathways and Opportunities

| Complementary studies:                       | • Digital Literacy                                                                                                                                                                                                                                                                                                                                              | • Leisure and Health | • Mental Health                                                                                                                                                                                                                                                             |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Pathways:</b>                             | Potential further study pathways include: <ul style="list-style-type: none"> <li>• Certificate IV in Ageing Support</li> <li>• Certificate IV in Disability Support</li> </ul>                                                                                                                                                                                  |                      |                                                                                                                                                                                                                                                                             |
| <b>Possible Future Career Opportunities:</b> | <b>A range of employment opportunities including:</b> <ul style="list-style-type: none"> <li>• Senior Personal Care Assistant</li> <li>• Care Assistant</li> <li>• Accommodation Support Worker</li> <li>• Community Care Worker</li> <li>• Community House Worker</li> <li>• School Support Officer (Disability)</li> <li>• Residential Care Worker</li> </ul> |                      | <ul style="list-style-type: none"> <li>• Food Services Deliverer</li> <li>• Transport Support Worker</li> <li>• In Home Respite Worker</li> <li>• Disability Service Officer</li> <li>• Care Worker</li> <li>• Client Assistant</li> <li>• Family Support Worker</li> </ul> |

## Units covered in the first year:

| Unit Code           | Unit Name                                                                 | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------------------------|---------------|------------------|
| CHCCOM005           | Communicate and work in health and community services                     | 30            | C                |
| HLTWHS002           | Follow safe work practices for direct client care                         | 25            | C                |
| HLTINF006           | Apply basic principles and practices of infection prevention and control  | 35            | C                |
| CHCDIS011           | Contribute to ongoing skills development using a strengths-based approach | 40            | E                |
| CHCDIS020           | Work effectively in disability support                                    | 65            | E                |
| CHCAGE011           | Provide support to people living with dementia                            | 80            | E                |
| CHCCCS031           | Provide individualised support                                            | 100           | C                |
| Total nominal hours |                                                                           | 375           |                  |

## Units covered in the second year:

| Unit Code           | Unit Name                                            | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------------|---------------|------------------|
| CHCLEG001           | Work legally and ethically                           | 55            | C                |
| CHCDIV001           | Work with diverse people                             | 40            | C                |
| CHCDIS012           | Support community participation and social inclusion | 60            | E                |
| CHCCCS041           | Recognise healthy body systems                       | 80            | C                |
| CHCAGE013           | Work effectively in aged care                        | 65            | E                |
| Total nominal hours |                                                      | 300           |                  |

# service



## ICT30120 Certificate III in Information Technology (Networking and Cybersecurity) (Partial Completion)

### Ringwood Training

#### Course Aims

The competencies for partial completion of Certificate III in Information Technology are designed to equip students with the foundational skills and knowledge they need to function effectively in the IT environment in the workplace.

#### Course Delivery - Location and Times

**Year 1:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 12:00pm-3:00pm **OR Friday 12:00pm-3:00pm**

**Year 2:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:30pm-7:00pm

\*\*\* In 2027 the Certificate III in Information Technology Networking Year 1 is being offered on Friday (12:00pm – 3.00pm) for those schools who are running a Year 11 or Year 12 VCE VM program. It is strongly recommended that you look at applying/enrolling these students for this class due to student capacity on Wednesdays.

**Mode of Delivery:** Classroom based/online blended delivery

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** You will receive a Statement of Attainment for completed units contributing towards **ICT30120 - Certificate III in Information Technology**

### Information Technology Training – Competency Based Overview

In Information Technology training, competency-based assessments focus on evaluating a student's ability to perform tasks in a realistic workplace setting. This includes:

#### Hands-On Learning in a simulated IT environment

- Assessments are conducted where the student will complete tasks in an industry setting that closely mirrors what they would experience on the job.

#### Direct Observation

- Trainers directly observe the student performing the tasks, evaluating their ability to apply the knowledge and skills outlined in the competency standards.
- Trainers will often ask questions about the student's understanding of the tasks they are performing, ensuring they can not only demonstrate the basic skill but also explain the reasoning behind it.

### Student Expectations

#### To succeed, students must:

- Arrive on time and be ready to start each class.
- Bring all required items - a pen and their uniform.
- Possess digital literacy skills.
- Demonstrate competency in all course components to receive a competent/satisfactory result.
- Meet a minimum attendance rate of 90%. Students who fall below this level will make it difficult to complete all the allocated class/workshop learning and assessments with a high risk of failure.

### Additional Requirements/ Information

#### **Name of RTO & Provider of Qualification:**

Ringwood SC (Ringwood Training)

RTO: 22475

#### **RTO Student Information:**

Please refer to <http://www.rt.vic.edu.au/student-handbook> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Equipment:** Students are required to have their own laptop accessible at school/home to undertake homework/requirements.

**Excursions:** NA

**Work Placement:** Not required but is recommended.

**Other:** RT Polo shirt required. (This is not covered by the Materials Fee. It is at student expense.)

**Pre-requisites:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                                                                                                           |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>A range of Information Communication Technology programs.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                           |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Information Technology</li> <li>Certificate IV in Information Technology, specialising in Networking or Support</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                             | <ul style="list-style-type: none"> <li>Diploma of Information Technology</li> <li>Diploma of Information Technology Networking</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <p>This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user. Persons working at this level will support information technology activities in the workplace across a wide range of ICT areas, including technical support, network administration, web technologies, software applications and digital media technologies all with sound cybersecurity skills and knowledge.</p> |                                                                                                                                           |

## UOC Units of Competency

| Units covered in the first year: |                                                                               |               |                  |
|----------------------------------|-------------------------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                                     | Nominal Hours | Core or Elective |
| BSBXTW301                        | Work in a team                                                                | 40            | C                |
| BSBXCS303                        | Securely manage personally identifiable information and workplace information | 40            | C                |
| BSBCRT301                        | Develop and extend critical and creative thinking skills                      | 40            | C                |
| ICTNWK311                        | Install and test network protocols                                            | 40            | E                |
| ICTPRG302                        | Apply introductory programming techniques                                     | 40            | C                |
| <b>Total nominal hours</b>       |                                                                               | <b>200</b>    |                  |

| Units covered in the second year: |                                                                     |                     |               |                  |
|-----------------------------------|---------------------------------------------------------------------|---------------------|---------------|------------------|
| Unit Code                         | Unit Name                                                           | Assessment Task     | Nominal Hours | Core or Elective |
| ICTICT313                         | Identify IP, ethics and privacy policies in ICT environments        | Portfolio 08        | 50            | C                |
| ICTSAS305                         | Provide ICT advice to clients                                       | Portfolio 07        | 40            | C                |
| ICTSAS312                         | Provide basic systems administration                                | Portfolio 07        | 20            | E                |
| ICTSAS309                         | Maintain and repair ICT equipment and software                      | Portfolio 08        | 20            | E                |
| ICTSAS310                         | Install, configure and secure a small office or home office network | Work Performance 01 | 50            | E                |
| <b>Total nominal hours</b>        |                                                                     |                     | <b>180</b>    |                  |

# technology



## Course Aims

The competencies for partial completion of Certificate III in Information Technology are designed to equip students with the foundational skills and knowledge they need to function effectively in the design, creation and playing of Games.

## Course Delivery - Location and Times

**Year 1:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 12:00pm-3:00pm **OR Friday 12:00pm-3:00pm**

**Year 2:** Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:30pm-7:00pm

\*\*\* In 2027 the Certificate III in Information Technology Game Design Year 1 is being offered on Friday (12:00pm – 3.00pm) for those schools who are running a Year 11 or Year 12 VCE VM program. It is strongly recommended that you look at applying/enrolling these students for this class due to student capacity on Wednesdays.

**Mode of Delivery:** Classroom based/online blended delivery

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. This is a **Non-Scored** program, however a 10% bonus is available for ATAR score purposes.

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** You will receive a Statement of Attainment for completed units contributing towards **ICT30120 - Certificate III in Information Technology**

## Information Technology Training – Competency Based Overview

In Information Technology training, competency-based assessments focus on evaluating a student's ability to perform tasks in a realistic workplace setting. This includes:

### Hands-On Learning in a simulated IT environment

- Assessments are conducted where the student will complete tasks in an industry setting that closely mirrors what they would experience on the job.

### Direct Observation

- Trainers directly observe the student performing the tasks, evaluating their ability to apply the knowledge and skills outlined in the competency standards.
- Trainers will often ask questions about the student's understanding of the tasks they are performing, ensuring they can not only demonstrate the basic skill but also explain the reasoning behind it.

## Student Expectations

### To succeed, students must:

- Arrive on time and be ready to start each class.
- Bring all required items - a pen and their uniform.
- Possess digital literacy skills.
- Demonstrate competency in all course components to receive a competent/satisfactory result.

- Meet a minimum attendance rate of 90%. Students who fall below this level will make it difficult to complete all the allocated class/workshop learning and assessments with a high risk of failure.

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)  
RTO: 22475

### RTO Student Information:

Please refer to <http://www.rt.vic.edu.au/student-handbook> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**Equipment:** Students are required to have their own laptop

accessible at school/home to undertake homework requirements.

**Excursions:** NA

**Work Placement:** Not required but is recommended.

**Other:** RT Polo shirt required. (This is not covered by the Materials Fee. It is at student expense.)

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                   |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>A range of Information Communication Technology programs.</li> </ul>                                                                                                                                                                                                                                                                                                         |                                                                                                                   |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Information Technology</li> <li>Certificate IV in Information Technology, specialising in Games Design</li> </ul>                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>Diploma of Information Technology, specialising in Games Design</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <p>This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an ICT games design and creation practitioners. Persons working at this level will support information technology activities in the games design and creation industry.</p> |                                                                                                                   |

## UOC Units of Competency

| Units covered in the first year: |                                                                                      |               |                  |
|----------------------------------|--------------------------------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                                            | Nominal Hours | Core or Elective |
| BSBCRT301                        | Develop and extend critical and creative thinking skills                             | 40            | C                |
| ICTGAM304                        | Develop three-dimensional (3D) models for digital games                              | 50            | E                |
| BSBXCS303                        | Securely manage personally identifiable information and workplace information        | 40            | C                |
| ICTGAM305                        | Apply simple textures and shading to three-dimensional (3D) models for digital games | 50            | E                |
| <b>Total nominal hours</b>       |                                                                                      | <b>180</b>    |                  |

| Unit Code | Unit Name                                          | Nominal Hours | Core or Elective |
|-----------|----------------------------------------------------|---------------|------------------|
| ICTPRG430 | Apply introductory object-oriented language skills | 60            | E                |
| CUAANM302 | Create 3D Digital Animations                       | 75            | E                |
| BSBXTW301 | Work in a team                                     | 40            | C                |
| ICTPRG302 | Apply introductory programming techniques          | 40            | C                |
|           |                                                    | <b>215</b>    |                  |

# technology



## Course Aims

To provide students with the opportunity to apply a broad range of knowledge and skills in varied work contexts in the music industry. Depending on the electives chosen, Units 1 and 2 can include making a music demo, composing simple songs or musical pieces and developing ensemble skills. Units 3 and 4 offer scored assessment and include units such as developing improvisation skills, preparing for performance and performing music as part of a group.

## Course Delivery - Location and Times

**Year 1:** Melba College, Brentnall Road, Croydon; **Wednesday 2:00pm – 6:00pm**

**Year 2:** **NA in 2027**

**Mode of Delivery:** Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA30920 Certificate III in Music Units 1-4 (Performance)**

## Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**  
COLLARTS – The Australian College of The ARTS  
RTO: 0109  
**RTO Student Information:**  
<https://www.collarts.edu.au/>  
Please refer to and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students will have to wear school uniform. Additional costs **will NOT** be involved.

**Excursions:** Students may be required to attend a planned excursion. Additional costs may be involved. Information will be provided by the teacher.

**Work Placement:** Not required but 15 hours is recommended.

**Pre-requisites:**

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                      |                                                                                 |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Music Composition</li> </ul>                                                                  | <ul style="list-style-type: none"> <li>Music Performance</li> </ul>             |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Music Industry (Performance)</li> <li>Bachelor of Music Industry</li> </ul> |                                                                                 |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Musician</li> <li>Song Writer</li> </ul>                                                      | <ul style="list-style-type: none"> <li>Producer</li> <li>Band Member</li> </ul> |

## Units covered in the first year: 2027

| Unit Code           | Unit Name                                      | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------|---------------|------------------|
| CUACMP311           | Implement copyright arrangement                | 20            | C                |
| CUAIND313           | Work effectively in the music industry         | 35            | C                |
| CUAIND314           | Plan a career in the creative arts industry    | 35            | C                |
| CUAMPF213           | Perform simple repertoires in ensembles        | 50            | E                |
| CUAMPF212           | Incorporate music technology into performances | 35            | E                |
| CUAMPF314           | Make a music demo                              | 40            | E                |
| Total nominal hours |                                                | 215           |                  |

## Units covered in the second year: Not available in 2027

| Unit Code           | Unit Name                                       | Assessment Task | Nominal Hours | Core or Elective |
|---------------------|-------------------------------------------------|-----------------|---------------|------------------|
| CUAMPF311           | Develop technical skills for music performances | TBA             | 20            | C                |
| CUAMPF312           | Prepare for musical performance                 | TBA             | 35            | C                |
| CUAMPF315           | Develop and perform musical improvisation       | TBA             | 35            | C                |
| CUAMPF412           | Develop and apply stage craft skills            | TBA             | 70            | C                |
| CUAMPF414           | Perform music as part of a group                | TBA             | 70            | E                |
| Total nominal hours |                                                 |                 | 230           |                  |

create



## Course Aims

The VCE VET Music program aims to:

- Provide participants with the knowledge and skills that will enhance their employment prospects in the music or music-related industries
- Enable participants to gain a recognised credential and to make a more informed choice of vocation or career paths.

## Course Delivery - Location and Times

**Year 1:** Scoresby Secondary College, Cavell Street, Scoresby. Wednesday 1:30pm-5:00pm

**Year 2:** Scoresby Secondary College, Cavell Street, Scoresby. Wednesday 1:30pm-5:00pm

**Mode of Delivery:** Classroom/Face to face-based delivery

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA30920 - Certificate III in Music (Performance)**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Australian College of the Arts Pty Ltd/Collarts

RTO: 0109

### RTO Student Information:

Please refer to the Mullum Cluster Website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Some training and assessment will take place outside normal delivery times e.g., evening performances.

**Excursions:** Students may be required to attend a planned Excursion.

**Work Placement:** Not required but is recommended.

**Other:** Please note this course is subject to change.

## Future Pathways and Opportunities

|                                              |                                                                                                                                               |                                                                                                                 |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>• Music Composition</li> </ul>                                                                         | <ul style="list-style-type: none"> <li>• Music Performance</li> </ul>                                           |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>• Certificate IV in Music Industry (Sound Production)</li> </ul>                                       |                                                                                                                 |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>• Artist/Venue Manager</li> <li>• Instrumental Music Teacher</li> <li>• Live sound engineer</li> </ul> | <ul style="list-style-type: none"> <li>• Musician</li> <li>• Performer</li> <li>• Recording engineer</li> </ul> |

| Units covered in the first year: |                                               |               |                  |
|----------------------------------|-----------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                     | Nominal Hours | Core or Elective |
| CUAIND313                        | Work effectively in the Music Industry        | 35            | C                |
| CUACMP311                        | Implement copyright arrangements              | 20            | C                |
| CUAIND314                        | Plan a career in the creative arts industry   | 30            | C                |
| CUAMPF212                        | Incorporate music technology into performance | 35            | C                |
| CUAMPF314                        | Make a music demo                             | 50            | C                |
| CUAMPF213                        | Perform simple repertoire in ensembles        | 35            | C                |
| Total nominal hours              |                                               | 205           |                  |

| Units covered in the second year: |                                                                                                      |                     |               |                  |
|-----------------------------------|------------------------------------------------------------------------------------------------------|---------------------|---------------|------------------|
| Unit Code                         | Unit Name                                                                                            | Assessment Task     | Nominal Hours | Core or Elective |
| CUAMPF311                         | Develop technical skills for musical performance                                                     | Work Performance 01 | 20            | C                |
| CUAMPF312                         | Prepare for musical performances                                                                     | Portfolio 08        | 35            | C                |
| CUAMPF315                         | Develop and perform musical improvisation                                                            | Portfolio 07        | 35            | C                |
| CUAMPF412                         | Develop & maintain stagecraft skills                                                                 | Portfolio 07        | 70            | C                |
| <b>GROUP OR SOLO – Select ONE</b> |                                                                                                      |                     |               |                  |
| <b>CUAMPF414</b>                  | Perform music as part of a group (Students enrol in this unit if being assessed as part of a group.) | Work Performance 01 | 70            | E                |
| <b>CUAMPF416</b>                  | Perform music as a soloist (Students enrol in this unit if being assessed as a soloist.)             | Work Performance 01 | 70            | E                |
| Total nominal hours               |                                                                                                      |                     | 300           |                  |

create



#### Course Aims

The VCE VET Music program is drawn from a national training package and offers portable qualifications which are recognised throughout Australia. These qualifications provide students with a broad range of skills and knowledge to pursue a career or further training within the music industry.

#### Course Delivery - Location and Times

**Year 1:** Upwey High School, 1451 Burwood Highway, Upwey. Wednesday 1.30pm-5.30pm

**Year 2:** Upwey High School, 1451 Burwood Highway, Upwey. Wednesday 1.30pm-5.30pm

**Mode of Delivery** Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA30920 - Cert III in Music Units 1-4 (Performance)**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

COLLARTS

RTO: 0109

##### RTO Student Information:

Please refer to the Mullum VET Cluster website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** School uniform must be worn to the host school. Personal equipment should be brought to the class.

**Excursions:** NA

**Work Placement:** NA.

**Pre-requisites:** NA

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Music Composition</li> <li>Music Performance</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Music Industry (Performance)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Possible Future Career Opportunities:</b> | Music performance provides students with the opportunity to apply a broad range of knowledge and skills in varied work contexts in the music industry. Depending on the electives chosen, Units 1 and 2 can include making a music demo, composing simple songs or musical pieces and developing ensemble skills. Units 3 and 4 offer scored assessment and include units such as developing improvisation skills, preparing for performance and performing music as part of a group or as a soloist. |

## Units covered in the first year:

| Unit Code           | Unit Name                                      | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------|---------------|------------------|
| CUACMP311           | Implement copyright arrangement                | 20            | C                |
| CUAIND313           | Work effectively in the music industry         | 35            | C                |
| CUAIND314           | Plan a career in the creative arts industry    | 35            | C                |
| CUAMPF213           | Perform simple repertoires in ensembles        | 50            | E                |
| CUAMPF212           | Incorporate music technology into performances | 35            | E                |
| CUAMPF314           | Make a music demo                              | 40            | E                |
| Total nominal hours |                                                | 215           |                  |

## Units covered in the second year:

| Unit Code                 | Unit Name                                       | Assessment Task | Nominal Hours | Core or Elective |
|---------------------------|-------------------------------------------------|-----------------|---------------|------------------|
| CUAMPF311                 | Develop technical skills for music performances | TBA             | 20            | C                |
| CUAMPF312                 | Prepare for musical performance                 | TBA             | 35            | C                |
| CUAMPF315                 | Develop and perform musical improvisation       | TBA             | 35            | C                |
| CUAMPF412                 | Develop and apply stage craft skills            | TBA             | 70            | C                |
| CUAMPF414 or<br>CUAMPF416 | Perform music as part of a group                | TBA             | 70            | E                |
|                           | Perform music as a soloist                      | TBA             |               |                  |
| Total nominal hours       |                                                 |                 | 230           |                  |

create





#### Course Aims

This program aims to provide participants with the knowledge and skill development for the achievement of competence to enhance employment prospects within the music industry, whilst providing a recognised credential; for making a more informed choice of vocational and career paths in the music industry.

#### Course Delivery - Location and Times

**Year 1:** Emmaus College, 305 Springvale Rd, Vermont South; Wednesday 1:30pm-5.00pm

**Year 2:** Emmaus College, 305 Springvale Rd, Vermont South; Wednesday 1:30pm-5.00pm

**Mode of Delivery:** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA30920 Certificate III in Music Units 1-4 (Sound Production)**

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                         |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>COSAMP<br>RTO: 41549<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.cosamp.com.au">www.cosamp.com.au</a> and <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for your rights and responsibilities whilst on campus. | <b>Pre-requisites:</b> NA<br><b>OHS / Personal Protective Equipment:</b> Students will have to wear a uniform. Additional costs <b>will</b> be involved.<br><b>Excursions:</b> Students may be required to attend a planned Excursion. Additional costs may be involved.<br><b>Work Placement:</b> Not required but is recommended.<br><b>Other:</b> NA |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Music Composition</li> <li>Music Performance</li> </ul>                                                                                                                                                                                 |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Music Industry (Sound Production)</li> </ul>                                                                                                                                                                          |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Broadcaster</li> <li>Digital Audio Technician</li> <li>Director</li> <li>Musical Therapist</li> <li>Musician</li> <li>Sound &amp; Lighting Technician</li> <li>Sound Engineer</li> <li>Stage Manager</li> <li>Stage Producer</li> </ul> |

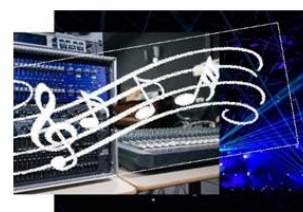
## Units covered in the first year:

| Unit Code                  | Unit Name                                   | Nominal Hours | Core or Elective |
|----------------------------|---------------------------------------------|---------------|------------------|
| CUACMP311                  | Implement copyright arrangements            | 20            | C                |
| CUAIND313                  | Work effectively in the music industry      | 35            | C                |
| CUAIND314                  | Plan a career in the creative arts industry | 35            | C                |
| CUALGT311                  | Operate basic lighting                      | 30            | E                |
| CUASOU211                  | Develop basic audio skills and knowledge    | 35            | E                |
| CUASOU212                  | Perform basic sound editing                 | 30            | E                |
| <b>Total nominal hours</b> |                                             | <b>185</b>    |                  |

## Units covered in the second year:

| Unit Code                  | Unit Name                               | Assessment Task     | Nominal Hours | Core or Elective |
|----------------------------|-----------------------------------------|---------------------|---------------|------------------|
| CUASOU306                  | Operate sound reinforcement systems     | <b>Portfolio 07</b> | 40            | C                |
| CUASOU308                  | Install and disassemble audio equipment | <b>Product 05</b>   | 40            | C                |
| CUASOU321                  | Mix music in a studio environments      | <b>Product 05</b>   | 60            | C                |
| CUASOU317                  | Record and mix a basic music demos      | <b>Portfolio 07</b> | 40            | C                |
| CUASOU412                  | Manage audio input sources              |                     | 30            | C                |
| <b>Total nominal hours</b> |                                         |                     | <b>210</b>    |                  |

**create**



## Course Aims

This program aims to provide participants with the knowledge and skill development for the achievement of competence to enhance employment prospects within the music industry, whilst providing a recognised credential; for making a more informed choice of vocational and career paths in the music industry.

## Course Delivery - Location and Times

**Year 1:** NA in 2027

**Year 2:** Melba College, Brentnall Road, Croydon. Tuesday 3:00pm – 7:00pm

**Mode of Delivery:** Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA30920 Certificate III in Music Units 1-4 (Sound Production)**

## Additional Requirements/ Information

**Name of RTO & Provider of Qualification:**  
COLLARTS – The Australian College Of The ARTS  
RTO: 0109  
**RTO Student Information:**  
<https://www.collarts.edu.au/>  
Please refer to and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students will have to wear school uniform. Additional costs **will NOT** be involved.  
**Excursions:** Students may be required to attend a planned excursion. Additional costs may be involved.  
**Work Placement:** Not required but 15 hours is recommended.  
**Pre-requisites:** NA  
**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                |                                                                                                                                                          |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Music Composition</li> </ul>                                                                                            | <ul style="list-style-type: none"> <li>Music Performance</li> </ul>                                                                                      |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Music Industry (Sound Production)</li> </ul>                                                          |                                                                                                                                                          |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Broadcaster</li> <li>Digital Audio Technician</li> <li>Director</li> <li>Musical Therapist</li> <li>Musician</li> </ul> | <ul style="list-style-type: none"> <li>Sound &amp; Lighting Technician</li> <li>Sound Engineer</li> <li>Stage Manager</li> <li>Stage Producer</li> </ul> |

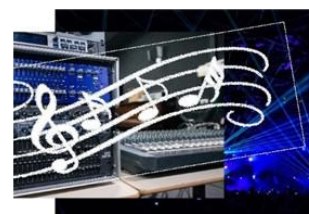
## Units covered in the first year: Not available in 2027; available in 2028

| Unit Code           | Unit Name                                   | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------|---------------|------------------|
| CUACMP311           | Implement copyright arrangements            | 20            | C                |
| CUACMP313           | Work effectively in the music industry      | 35            | C                |
| CUACMP314           | Plan a career in the creative arts industry | 35            | C                |
| CUASOU211           | Develop basic audio skills and knowledge    | 40            | E                |
| CUASOU212           | Perform basic sound editing                 | 30            | E                |
| CUASOU213           | Assist with sound recordings                | 35            | E                |
| Total nominal hours |                                             | 195           |                  |

## Units covered in the second year: 2027

| Unit Code           | Unit Name                               | Assessment Task | Nominal Hours | Core or Elective |
|---------------------|-----------------------------------------|-----------------|---------------|------------------|
| CUASOU306           | Operate sound reinforcement systems     | Portfolio 08    | 40            | C                |
| CUASOU308           | Install and disassemble audio equipment | Portfolio 08    | 40            | C                |
| CUASOU317           | Record and mix a basic music demo       | Product 05      | 40            | C                |
| CUASOU321           | Mix music in a studio environment       | Product 06      | 60            | C                |
| CUASOU412           | Manage audio input sources              | Product 05      | 30            | C                |
| Total nominal hours |                                         |                 | 210           |                  |

create



# outdoor recreation



## SIS20419 Certificate II in Outdoor Recreation

### Cire Community School

#### Course Aims

This qualification provides is an entry-level qualification for students who enjoy being active and want to develop skills for working in camps, adventure centres and other outdoor recreation environments. Students gain core skills in planning and assisting with a range of outdoor activities, understanding and managing risk, minimising environmental impact and working safely in different settings. This qualification provides a pathway to work for any type of organisation that delivers outdoor recreation activities including commercial, not-for-profit and government organisations.

#### Course Delivery - Location and Times

**Year 1:** Cire Community School, Monbulk Campus  
325 Macclesfield Road, **Monbulk**. Wednesday 9:00am – 3:00pm

**Mode of Delivery:** Classroom based.

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIS20419 Certificate II in Outdoor Recreation**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

iVET

TOID: 40548

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Sturdy footwear to be worn and weatherproof clothing when required.

**Excursions:** Yes. Students will be bussed offsite from Monbulk campus on a range of excursions.

**Work Placement:** NA

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                       |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"><li>Physical Education</li></ul>                                                                                                                                                                                                                                                                |                                                                                                                                       |
| <b>Pathways:</b>                             | This qualification provides a pathway to work, and/or further study in the Outdoor Recreation Industry. Potential further study pathways include: <ul style="list-style-type: none"><li>Certificate IV in Sport and Recreation</li><li>Diploma of Sport and Recreation Management</li><li>Diploma of Outdoor Recreation</li></ul> |                                                                                                                                       |
| <b>Possible Future Career Opportunities:</b> | A range of employment opportunities including: <ul style="list-style-type: none"><li>Outdoor Activity Assistant</li><li>Recreation Activity Assistant</li></ul>                                                                                                                                                                   | <ul style="list-style-type: none"><li>Camp Assistant</li><li>Adventure Centre Helper</li><li>Equipment hire and maintenance</li></ul> |

| Units of Competency covered in 2027: |                                                          |               |                  |
|--------------------------------------|----------------------------------------------------------|---------------|------------------|
| Unit Code                            | Unit Name                                                | Nominal Hours | Core or Elective |
| HLTWHS001                            | Participate in workplace health and safety               | 20            | C                |
| SISXEMR003                           | Respond to emergency situations                          | 20            | E                |
| HLTAID011                            | Provide First Aid                                        | 18            | E                |
| SISOCNE001                           | Paddle a craft using fundamental skills                  | 40            | E                |
| SISOFLD001                           | Assist in conducting recreation sessions                 | 30            | C                |
| SISOFLD002                           | Minimise environmental impact                            | 15            | C                |
| SISOFLD006                           | Navigate in tracked environments                         | 30            | E                |
| SISOBWG001                           | Bushwalk in tracked environments                         | 20            | E                |
| SISXIND002                           | Maintain sport fitness and recreation industry knowledge | 30            | C                |
| SISXFAC006                           | Maintain activity equipment                              | 5             | E                |
| SISOCYT004                           | Ride off road bicycles on easy trails                    | 20            | E                |
| Total nominal hours                  |                                                          | 248           |                  |

## service



## Course Aims

The course is designed for people wanting to enter the plumbing industry to become apprentice plumbers. It will provide the knowledge and practical skills associated with working in the plumbing industry and equip students to work safely in the industry. Please note completion of this course does not meet the requirements for registration as a plumber. It is a pathway qualification designed to prepare students for entry into the Certificate III in Plumbing (CPC32420) apprenticeship.

## Course Delivery - Location and Times

**Year 1:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Wednesday 1:00pm – 5:00pm **OR** Thursday 1:30pm – 5:00pm

**Year 2:** St Joseph's College, 5 Brenock Park Drive, Ferntree Gully.

Wednesday 8:00am – 12:30pm **OR** Thursday 8:00am – 12:30pm

**Mode of Delivery** Classroom/Workshop based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **22701VIC - Certificate II in Plumbing (Pre-apprenticeship) (at the completion of two years study)**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

St Joseph's College

RTO: 21710

### RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on Campus.

### Pre-requisites:

**OHS/PPE/Clothing and Equipment:** Steel capped boots and work pants required, **no shorts**. Polo and jumper provided in Year 1.

**Excursions:** NA

**Work Placement:** A work placement is not required but 80 hours of structured workplace learning over the duration of the program, is strongly recommended.

**Other:** Please note this course is subject to change.

## Future Pathways and Opportunities

|                                              |                                                                                                                                |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>English</li> <li>Business Management</li> <li>Further Mathematics</li> </ul>            |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Plumbing</li> <li>Certificate IV in Plumbing and Services</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Apprentice Plumber</li> </ul>                                                           |

## Units covered in the first year:

| Unit Code           | Unit Name                                                                    | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------------------------------------|---------------|------------------|
| CPCWHS1001          | Prepare to work safely in the construction industry                          | 6             | C                |
| CPCCWHS2001         | Apply WHS requirements, policies and procedures in the construction industry | 20            | C                |
| VU23981             | Identify career pathways in the plumbing industry                            | 30            | C                |
| BSBWRT311           | Write simple documents                                                       | 30            | C                |
| CPCPCM2039          | Carry out interactive workplace communication                                | 10            | C                |
| CUAACD313           | Produce technical drawings                                                   | 50            | C                |
| VU23983             | Prepare to work in the plumbing industry                                     | 20            | C                |
| CPCCOM1015          | Carry out measurements and calculations                                      | 20            | C                |
| VU23988             | Use plumbing pipes, fittings and fixtures for basic plumbing installations   | 30            | C                |
| HLTAID010           | Provide basic emergency life support                                         | 12            | C                |
| VU23986             | Use basic plumbing hand tools                                                | 50            | C                |
| Total nominal hours |                                                                              | 278           |                  |

## Units covered in the second year:

| Unit Code           | Unit Name                                            | Nominal Hours | Core or Elective |
|---------------------|------------------------------------------------------|---------------|------------------|
| CPCCOM2001          | Read and interpret plans and specifications          | 36            | C                |
| VU23980             | Fabricate simple plumbing pipe systems               | 30            | C                |
| VU23987             | Use basic power tools                                | 20            | C                |
| VU23979             | Cut and penetrate building materials and structures  | 30            | C                |
| VU23984             | Use and apply basic levelling equipment for plumbing | 8             | C                |
| VU23982             | Perform basic oxy-acetylene welding and cutting      | 20            | C                |
| VU23985             | Use basic electric welding equipment and techniques  | 20            | C                |
| VU23978             | Apply basic sheet metal practices                    | 50            | C                |
| Total nominal hours |                                                      | 214           |                  |

trade



#### Course Aims

This qualification reflects the role of frontline retail team members who use a defined and limited range of operational skills to undertake workplace activities. This qualification provides a pathway to work in a diverse range of retail settings including specialty retailers, supermarkets, department stores and quick service restaurants. Individuals with this qualification are able to perform roles such as frontline team member, customer service assistant and point-of-sale operator.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7 – 9 John Street, Lilydale, Wednesday 9:00am – 12:30pm

**Year 2:** Cire Services, Level 1, 7 – 9 John Street, Lilydale, Wednesday 9:00am – 12:30pm

**Mode of Delivery** Classroom/workshop simulation

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

**On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.** All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIR20216 Certificate II in Retail Services**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

##### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities while on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** N/A

**Excursions:** Yes

**Work Placement:** Not required however, highly encouraged/recommended.

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                     |
|----------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Business</li> <li>Community Pharmacy</li> </ul>                                                                                                              |
| <b>Pathways:</b>                             | <b>Certificate III/ IV in the following streams:</b> <ul style="list-style-type: none"> <li>Retail</li> <li>Business</li> <li>Community Pharmacy</li> </ul>                                         |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Pathway to work in diverse range of retail settings including speciality retailers, supermarkets, department stores and quick service restaurants</li> </ul> |

| Year 1 Units of competency covered in 2027: |                                                                    |               |                  |
|---------------------------------------------|--------------------------------------------------------------------|---------------|------------------|
| Unit Code                                   | Unit Name                                                          | Nominal Hours | Core or Elective |
| SIRXCEG001                                  | Engage the customer                                                | 30            | C                |
| SIRXCOM001                                  | Communicate in the workplace to support team and customer outcomes | 40            | C                |
| SIRXIND001                                  | Work effectively in a service environment                          | 45            | C                |
| SIRXIND003                                  | Organise personal work requirements                                | 20            | C                |
| SIRXWHS002                                  | Contribute to workplace health and safety                          | 20            | C                |
| SIRXCEG002                                  | Assist with customer difficulties                                  | 40            | E                |
| Total nominal hours                         |                                                                    | 195           |                  |

| Year 2 Units of competency covered in 2027: |                                              |               |                  |
|---------------------------------------------|----------------------------------------------|---------------|------------------|
| Unit Code                                   | Unit Name                                    | Nominal Hours | Core or Elective |
| SIRXPDK001                                  | Advise on products and services              | 40            | C                |
| SIRXRSK001                                  | Identify and respond to security risks       | 30            | C                |
| SIRRINV001                                  | Receive and handle retail stock              | 35            | E                |
| SIRRMER001                                  | Produce visual merchandise displays          | 35            | E                |
| SIRXIND002                                  | Organise and maintain the store environment  | 20            | E                |
| SIRXMKT001                                  | Support marketing and promotional activities | 30            | E                |
| Total nominal hours                         |                                              | 190           |                  |

## service



## SHB20216 Certificate II in Salon Assistant Inspiring Training Academy

### Course Aims

This qualification reflects the role of a salon assistant within the Barbering and Hairdressing industry. You will gain the skills of how to maintain an efficient work environment. You will learn how to interact with clients in a professional manner and being able to assist your work team in preparing clients, shampooing and basic basin services. You will be able to wash & shampoo all hair types, dry hair to shape and have knowledge of new techniques and technology in the Barbering industries.

### Course Delivery - Location and Times

**Year 1:** Inspiring Training Academy

- Nazareth College, Manning Drive, **Noble Park**. Wednesday 9:00am-12:30pm **OR** Friday 9:00am – 12:30pm
- Cire Community School, 34-40 John Street, **Lilydale**. Wednesday 9:00am-12:30pm

**Mode of Delivery:** Blended – combining face to face, online and self-paced study.

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SHB20216 - Certificate II in Salon Assistant**.

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd  
TOID No: 22728

#### RTO Student Information:

Please refer to [www.inspiringbeauty.com.au](http://www.inspiringbeauty.com.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students must wear enclosed footwear as per the industry OHS requirements.

Inspiring Training Academy will provide all students with the required PPE for all training as per the Training package.

Excursions: No external excursions will occur. Incursions from Industry experts may be included but at no additional cost to the students.

**Work Placement:** As per the training package requirement, many units of competency require students to complete treatments on paying clients, whilst this can be accommodated within a simulated salon environment, it is also encouraged that students seek **80 hours** of work placement in a workplace representing the course they are enrolled in. Structured workplace learning (SWL) gives student the opportunity to get on-the-job training, allowing students to strengthen the skills and knowledge of their qualification.

For further information please visit the Victorian Curriculum and Assessment Authority website [here](http://www.vcaa.vic.edu.au)

**Other:** Please note this course is subject to change.

**Pre-requisites:** NA

### Future Pathways and Opportunities

|                                              |                                                                                         |                                                                                      |                                                                               |
|----------------------------------------------|-----------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Chemistry</li> </ul>                             | <ul style="list-style-type: none"> <li>Art</li> </ul>                                | <ul style="list-style-type: none"> <li>Business Studies</li> </ul>            |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Hairdressing</li> </ul>       | <ul style="list-style-type: none"> <li>Certificate IV in Hairdressing</li> </ul>     | <ul style="list-style-type: none"> <li>Diploma of Salon Management</li> </ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Salon Assistant</li> <li>Retail Sales</li> </ul> | <ul style="list-style-type: none"> <li>Salon Manager</li> <li>Hairdresser</li> </ul> |                                                                               |

| Units covered in the first year: |                                                                                |               |                  |
|----------------------------------|--------------------------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                                      | Nominal Hours | Core or Elective |
| BSBWHS201                        | Contribute to health and safety of self and others                             | 20            | C                |
| SHBXIND002                       | Communicate as part of a salon team                                            | 30            | C                |
| SHBXIND001                       | Comply with organisational requirements within a personal services environment | 45            | C                |
| SHBXCCS003                       | Greet and prepare clients for salon services                                   | 10            | C                |
| SHBHBAS001                       | Provide shampoo and basin services                                             | 40            | C                |
| SHBHIND001                       | Maintain and organise tools, equipment and work areas                          | 20            | C                |
| SHBHDES001                       | Dry hair to shape                                                              | 40            | C                |
| SIRXSLS001                       | Sell to the retail customer                                                    | 20            | E                |
| SHBXCCS001                       | Conduct salon financial transactions                                           | 25            | C                |
| SHBHBAS002                       | Provide head, neck and shoulder massages for relaxation                        | 20            | E                |
| SHBHIND002                       | Research and use hairdressing industry information                             | 30            | E                |
| SIRRMER001                       | Produce visual merchandise displays                                            | 35            | E                |
| Total nominal hours              |                                                                                | 335           |                  |

## service



## SHB20216 Certificate II in Salon Assistant Inspiring Training Academy

### Course Aims

This qualification reflects the role of a salon assistant within the hairdressing industry. You will gain the skills of how to maintain an efficient work environment whilst incorporating the highest hygiene standards. You will learn how to interact with clients in a professional manner and being able to assist your work team in preparing clients, shampooing and basic basin services. You will be able to perform Head neck and shoulder massage, braiding and blow waving techniques.

### Course Delivery - Location and Times

**Year 1:** Inspiring Training Academy

- 91A Boronia Road, **Boronia**. Wednesday 9:00am – 12:30pm **OR** Wednesday 1:00pm – 4:30pm.
- Nazareth College, Manning Drive, **Noble Park**. Wednesday 1:00pm – 4:30pm.
- Cire Community School, 34-40 John Street, **Lilydale**. Wednesday 1:00pm – 4:30pm

**Mode of Delivery:** Blended – combining face to face, online and self-paced study.

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SHB20216 - Certificate II in Salon Assistant**.

### Additional Requirements/ Information

#### Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd

TOID No: 22728

#### RTO Student Information:

Please refer to [www.inspiringbeauty.com.au](http://www.inspiringbeauty.com.au) and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students must wear enclosed footwear as per the industry OHS requirements.

Inspiring Training Academy will provide all students with the required PPE for all training as per the Training package.

**Excursions:** No external excursions will occur. Incursions from Industry experts may be included but at no additional cost to the students.

**Work Placement:** As per the training package requirement, many units of competency require students to complete treatments on paying clients, whilst this can be accommodated within a simulated salon environment, it is also encouraged that students seek **80 hours** of work placement in a workplace representing the course they are enrolled in. Structured workplace learning (SWL) gives student the opportunity to get on-the-job training, allowing students to strengthen the skills and knowledge of their qualification.

For further information please visit the Victorian Curriculum and Assessment Authority website [here](#)

**Other:** Please note this course is subject to change.

**Pre-requisites:** NA

### Future Pathways and Opportunities

|                                              |                                     |                                  |                               |
|----------------------------------------------|-------------------------------------|----------------------------------|-------------------------------|
| <b>Complementary studies:</b>                | • Chemistry                         | • Art                            | • Business Studies            |
| <b>Pathways:</b>                             | • Certificate III in Hairdressing   | • Certificate IV in Hairdressing | • Diploma of Salon Management |
| <b>Possible Future Career Opportunities:</b> | • Salon Assistant<br>• Retail Sales | • Salon Manager<br>• Hairdresser |                               |

## Units covered in the first year:

| Unit Code           | Unit Name                                                                      | Nominal Hours | Core or Elective |
|---------------------|--------------------------------------------------------------------------------|---------------|------------------|
| BSBWHS201           | Contribute to health and safety of self and others                             | 20            | C                |
| SHBXIND002          | Communicate as part of a salon team                                            | 30            | C                |
| SHBXIND001          | Comply with organisational requirements within a personal services environment | 45            | C                |
| SHBXCCS003          | Greet and prepare clients for salon services                                   | 10            | C                |
| SHBHBAS001          | Provide shampoo and basin services                                             | 40            | C                |
| SHBHIND001          | Maintain and organise tools, equipment and work areas                          | 20            | C                |
| SHBHDES001          | Dry hair to shape                                                              | 40            | C                |
| SIRXSLS001          | Sell to the retail customer                                                    | 20            | E                |
| SHBXCCS001          | Conduct salon financial transactions                                           | 25            | C                |
| SHBHBAS002          | Provide head, neck and shoulder massages for relaxation                        | 20            | E                |
| SHBHDES002          | Braid hair                                                                     | 30            | E                |
| SIRRMER001          | Produce visual merchandise displays                                            | 35            | E                |
| Total nominal hours |                                                                                | 335           |                  |

# service



# sport, aquatics and recreation



## Dual Qualification

**SIS20122 Certificate II in Sport and Recreation** (completion of 1<sup>st</sup> year only)

**SIS30122 Certificate III in Sport, Aquatics and Recreation** (Cert II and Cert III at the completion of both years)

## Aquinas College

### Course Aims

The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the sport and recreation or related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.

### Course Delivery - Location and Times

**Year 1:** Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5:30pm

**Year 2:** NA in 2027

**Mode of Delivery:** Classroom and Gymnasium based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained. **Please note:** If a student participated and successfully completed two years, then a Dual qualification is attainable after the completion of the second year. (SIS20122 Certificate II in Sport and Recreation (Year 1) and SIS30122 Certificate III in Sport, Aquatics and Recreation (Year 2).

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Saville

RTO: 45452

### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students will have to wear home school/sport uniform.

**Excursions:** Students may be required to attend a planned Excursion. Additional costs may be involved.

**Work Placement:** Not required but is recommended.

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                |                                                                                                                                  |
|----------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"><li>Physical Education</li></ul>                                                             |                                                                                                                                  |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"><li>Certificate IV in Sport and Recreation</li><li>Diploma in Sport and Recreation</li></ul> | <ul style="list-style-type: none"><li>Bachelor of Exercise Science</li><li>Bachelor of Sports Coaching and Development</li></ul> |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"><li>Exercise Science</li><li>Human Movement</li><li>Nutrition</li></ul>                      | <ul style="list-style-type: none"><li>Physical Education Teaching</li><li>Physiotherapy</li><li>Sports Medicine</li></ul>        |

## Units covered in the first year (SIS30122 Certificate II in Sport and Recreation and partial completion of SIS30122 Certificate III in Sport, Aquatics and Recreation): Available in 2027.

| Unit Code  | Unit Name                                                  | Nominal Hours | Core or Elective |
|------------|------------------------------------------------------------|---------------|------------------|
| HLTWHS001  | Participate in workplace health and safety                 | 20            | C                |
| SISXCCS004 | Provide quality service                                    | 25            | C                |
| SISXEMRO03 | Respond to emergency situations                            | 20            | C                |
| SISXFACO06 | Maintain activity equipment                                | 5             | E                |
| SISXINDO11 | Maintain sport, fitness, and recreation industry knowledge | 50            | C                |
| HLTAIDO11  | Provide first aid                                          | 18            | C                |
| HLTAIDO09  | Provide cardiopulmonary resuscitation                      | 4             | C                |
| SISSPARO09 | Participate in conditioning for sport                      | 30            | E                |
| BSBPEF301  | Organise personal work priorities                          | 30            | C                |
| SISSSOFO02 | Continuously improve officiating skills and knowledge      | 20            | C                |
| SISXINDO09 | Respond to interpersonal conflict                          | 20            | E                |
| SISOFLD001 | Assist in conducting recreation sessions                   | 30            | C                |
| Total      |                                                            | 272           |                  |

## Units covered in the second year (SIS30122 Certificate III in Sport, Aquatics and Recreation)

NA in 2027 but will be available in 2028.

| Unit Code  | Unit Name                                                                  | Assessment Task     | Nominal Hours | Core or Elective |
|------------|----------------------------------------------------------------------------|---------------------|---------------|------------------|
| BSBWHS303  | Participate in WHS hazard identification, risk assessment and risk control | Portfolio 07        | 50            | C                |
| SISSSCO001 | Conduct sport coaching sessions with foundation 50 level participants      | Work Performance 01 | 50            | C                |
| SISXPLD002 | Deliver recreation programs                                                | Work Performance 02 | 60            | C                |
| SISXPLD004 | Facilitate groups                                                          | Portfolio 07        | 25            | C                |
| Total      |                                                                            |                     | 185           |                  |

# service



## Course Aims

The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the Sport, Aquatics and Recreation related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.

## Course Delivery - Location and Times

**Year 1:** Scoresby Secondary College, Cavell Street, Scoresby. Wednesday 1:30pm-5:00pm

**Year 2:** Scoresby Secondary College, Cavell Street, Scoresby. Wednesday 1:30pm-5:00pm

**Mode of Delivery:** Classroom/Face to face delivery

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIS30122 - Certificate III in Sport, Aquatics and Recreation**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

Savile

RTO: 45452

### RTO Student Information:

Please refer to the Mullum Cluster Website

[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

**OHS / Personal Protective Equipment:** Students need to bring their college's PE uniform to participate in practical sessions. Excursions to Recreation Facilities are covered in course fees.

**Excursions:** Students may be required to attend a planned Excursion.

**Work Placement:** Not required but is recommended.

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                        |                                                                                                                               |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Physical Education</li> </ul>                                                                                                                   |                                                                                                                               |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Sport and Recreation</li> <li>Diploma in Sport and Recreation</li> <li>Diploma in Sport/ Leadership and Management</li> </ul> |                                                                                                                               |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Exercise Science</li> <li>Human Movement</li> <li>Nutrition</li> </ul>                                                                          | <ul style="list-style-type: none"> <li>Physical Education Teaching</li> <li>Physiotherapy</li> <li>Sports Medicine</li> </ul> |

| Units covered in the first year: |                                                            |               |                  |
|----------------------------------|------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                  | Nominal Hours | Core or Elective |
| HLTWHS001                        | Participate in workplace health and safety                 | 20            | C                |
| SISXCCS004                       | Provide quality service                                    | 25            | C                |
| SISXEMR003                       | Respond to emergency situations                            | 20            | C                |
| SISXFAC006                       | Maintain activity equipment                                | 5             | E                |
| SISXIND011                       | Maintain sport, fitness, and recreation industry knowledge | 50            | C                |
| HLTAID011                        | Provide first aid                                          | 18            | C                |
| HLTAID009                        | Provide cardiopulmonary resuscitation                      | 4             | C                |
| SISSPAR009                       | Participate in conditioning for sport                      | 30            | E                |
| BSBPEF301                        | Organize personal work priorities                          | 30            | C                |
| SISSSOFO02                       | Continuously improve officiating skills and knowledge      | 20            | C                |
| SISXIND009                       | Respond to interpersonal conflict                          | 20            | E                |
| Total nominal hours              |                                                            | 242           |                  |

| Units covered in the second year: |                                                                            |                     |               |                  |
|-----------------------------------|----------------------------------------------------------------------------|---------------------|---------------|------------------|
| Unit Code                         | Unit Name                                                                  | Assessment Task     | Nominal Hours | Core or Elective |
| BSBWHS308                         | Participate in WHS hazard identification, risk assessment and risk control | Portfolio 07        | 50            | C                |
| SISXPLD004                        | Facilitate Groups                                                          | Portfolio 07        | 25            | C                |
| SISSSCO001                        | Conduct sport coaching sessions with foundation level participants         | Work Performance 01 | 50            | C                |
| SISXPLD002                        | Deliver recreation programs                                                | Work Performance 02 | 60            | C                |
| Total nominal hours               |                                                                            |                     | 185           |                  |

## service



## Course Aims

This introductory certificate lets you dive into the world of tourism. Offering a breadth of learning experiences and insights, the course will help you understand how the tourism industry operates.

Learn business operations and regulations, tourism practices and customer service foundations. You'll enhance your learning through visits to tourism operators and sites across Victoria

## Course Delivery - Location and Times

**Year 1:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:30pm, **OR**

Friday 9:00am – 2:00pm (Numbers will determine which day/s will run in 2027.)

**Year 2:** William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:30pm

**Mode of Delivery** Classroom based.

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **SIT30122 Certificate III in Tourism**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

William Angliss Institute

RTO: 3045

### RTO Student Information:

Please refer to <https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf> and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** A uniform will need to be purchased.

**Excursions:** There is an excursion, and the cost will be \$200

**Work Placement:** Not required.

**Pre-requisites:** NA

**Other:** NA

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Hospitality</li> <li>Hotel Accommodation</li> </ul>                                                                                                                                                                                                                                               |
| <b>Pathways:</b>                             | Employment pathways in a range of tourism service, sales and operational skills to perform industry operations and coordinate tourism services, under limited supervision, providing a pathway to work in many tourism industry sectors and a range of employers including as a tour guide, visitor information centres and attractions. |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Tour Operator</li> <li>Visitor information Centre</li> <li>Museum guide</li> <li>Tour Guide</li> <li>Attractions</li> <li>Cultural and heritage sites</li> </ul>                                                                                                                                  |

## Units covered in the first year:

| Unit Code           | Unit Name                                                     | Nominal Hours | Core or Elective |
|---------------------|---------------------------------------------------------------|---------------|------------------|
| SITTIND003          | Source and use information on the tourism and travel industry | 25            | C                |
| SITTTVL004          | Sell tourism products or services                             | 35            | C                |
| SITXWHS005          | Participate in safe work practices                            | 12            | C                |
| SITXCCS014          | Provide service to customers                                  | 25            | C                |
| SITXCOM008          | Provide a briefing or scripted commentary                     | 20            | C                |
| BSBSUS211           | Participate in sustainable work practices                     | 20            | E                |
| SITTTVL011          | Access and interpret product information                      | 65            | C                |
| SITXCOM009          | Address protocol requirements                                 | 25            | E                |
| Total nominal hours |                                                               | 225           |                  |

## Units covered in the second year:

| Unit Code  | Unit Name                                 | Nominal Hours | Core or Elective |
|------------|-------------------------------------------|---------------|------------------|
| SIRXPDK001 | Advise on products and services           | 30            | E                |
| SITXCOM007 | Show social and cultural sensitivity      | 20            | C                |
| SITTTVL003 | Provide advice on Australian destinations | 40            | C                |
| SITXCCS010 | Provide visitor information               | 35            | C                |
| SITTGDE016 | Lead tour groups                          | 30            | C                |
| SITXCOM006 | Source and present information            | 10            | E                |
| SITTTVL005 | Prepare customer quotations               | 30            | C                |
|            |                                           | 195           |                  |

# service



## CUA31120 Certificate III in Visual Arts

### Melba College

#### Course Aims

To provide students with the opportunity to produce drawings to communicate ideas, apply knowledge of history and theory to own arts practice and produce creative work. Employment opportunities reflect roles such as ceramics studio assistant, community theatre assistant and arts, craft or design practitioner.

#### Course Delivery - Location and Times

**Year 1:** Melba College, Brentnall Road, Croydon; Wednesday 2:00pm – 6:00pm

**Year 2:** Melba College, Brentnall Road, Croydon; Wednesday 2:00pm – 6:00pm

**Mode of Delivery:** Classroom based

**Duration:** 2 years part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **CUA31120 Certificate III in Visual Arts**

#### Additional Requirements/ Information

##### Name of RTO & Provider of Qualification:

COSAMP

RTO: 41549

##### RTO Student Information:

<https://cosamp.edu.au/>

Please refer to and [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for your rights and responsibilities whilst on campus.

**OHS / Personal Protective Equipment:** Students will have to wear school uniform. Additional costs **will NOT** be involved.

**Excursions:** Students may be required to attend a planned excursion. Additional costs may be involved. Information will be provided by the teacher.

**Work Placement:** NA.

**Pre-requisites:** NA

**Other:** NA

#### Future Pathways and Opportunities

|                                              |                                                                                               |                                                                                                                     |
|----------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Art Creative Practice</li> </ul>                       | <ul style="list-style-type: none"> <li>Art Making and Exhibiting</li> </ul>                                         |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate IV in Visual Arts</li> </ul>               |                                                                                                                     |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Art or Media Professional</li> <li>Sculptor</li> </ul> | <ul style="list-style-type: none"> <li>Painter (Visual Arts)</li> <li>Visual Arts and Craft professional</li> </ul> |

| Units covered in 2027 |                                                                             |               |                  |
|-----------------------|-----------------------------------------------------------------------------|---------------|------------------|
| Unit Code             | Unit Name                                                                   | Nominal Hours | Core or Elective |
| CUADRA311             | Produce drawings                                                            | 50            | E                |
| CUAACD201             | Develop drawing skills to communicate ideas                                 | 60            | E                |
| CUAPAI311             | Produce paintings                                                           | 50            | E                |
| CUASCU311             | Produce sculptures                                                          | 50            | E                |
| CUAPPR314             | Participate in collaborative creative project                               | 50            | E                |
| BSBPEF202             | Plan and apply time management – any Year 1 student                         | 20            | E                |
| BSBWHS211             | Contribute to the health and safety of self and others – any Year 1 student | 20            | C                |
| CUAACD311             | Produce drawing to communicate ideas                                        | 90            | C                |
| Total nominal hours   |                                                                             | 390           |                  |

| Units covered in 2028 |                                                               |               |                  |
|-----------------------|---------------------------------------------------------------|---------------|------------------|
| Unit Code             | Unit Name                                                     | Nominal Hours | Core or Elective |
| CUADES201             | Follow a design process                                       | 50            | E                |
| CUAPHI312             | Capture photographic images                                   | 60            | E                |
| CUAPPR311             | Produce creative work                                         | 45            | C                |
| CUARES301             | Apply knowledge of history and theory to own arts practice    | 50            | C                |
| CUAPHI305             | Use wet darkroom techniques to produce monochrome photographs | 50            | E                |
| Total nominal hours   |                                                               | 255           |                  |

create



## BSB20120 Certificate II in Workplace Skills

### Cire Services

#### Course Aims

This nationally recognised qualification is designed to prepare individuals for entry-level roles in business and administration. It provides a strong foundation in essential workplace practices, including communication, time management, teamwork, and customer service. Learners gain practical experience with key business software and develop the confidence to carry out routine clerical and administrative tasks under supervision.

#### Course Delivery - Location and Times

**Year 1:** Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 1:00pm - 4:30pm

**Mode of Delivery:** Classroom based.

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

#### On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource:

<https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **BSB20120 Certificate II in Workplace Skills**.

#### Additional Requirements/ Information

|                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Name of RTO &amp; Provider of Qualification:</b><br>Cire Services<br>TOID: 4150<br><b>RTO Student Information:</b><br>Please refer to <a href="http://www.mullumvetcluster.com.au">www.mullumvetcluster.com.au</a> for student rights and responsibilities while on campus. | <b>Pre-requisites:</b> NA<br><b>OHS / Personal Protective Equipment:</b> N/A<br><b>Excursions:</b> Yes<br><b>Work Placement:</b> Not required however, highly encouraged/recommended.<br><b>Other:</b> NA |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

#### Future Pathways and Opportunities

|                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                                                                                                                                                          | <ul style="list-style-type: none"> <li>Business Studies</li> <li>Skills for Work and Vocational Pathways</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"> <li>Applied Digital Technologies</li> <li>Community Services</li> </ul>                                                       |
| <b>Pathways:</b>                                                                                                                                                                       | This qualification is designed as an entry point into the workforce or further vocational education. Common pathways include: <ul style="list-style-type: none"> <li>Further VET study in business, administration, retail, hospitality or customer service</li> <li>School-based traineeships or apprenticeships</li> <li>Transition to employment in entry-level roles with the potential to upskill on the job.</li> <li>Foundation for higher-level qualifications, such as Certificate III or IV in Business, Leadership and Management, or Human Resources</li> </ul> |                                                                                                                                                                  |
| <b>Possible Future Career Opportunities:</b>                                                                                                                                           | Graduates of the BSB20120 Certificate II in Workplace Skills are equipped for a variety of entry-level roles across industries. These include:                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                  |
|                                                                                                                                                                                        | <ul style="list-style-type: none"> <li>Administrative Assistant</li> <li>Receptionist</li> <li>Customer Service Assistant</li> <li>Clerical Worker</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"> <li>Data Entry Operator</li> <li>Office Junior</li> <li>Retail or Hospitality Assistant (with additional training)</li> </ul> |
| These roles typically involve routine tasks such as handling customer inquiries, using office software, managing time effectively, and working in team environments under supervision. |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                  |

| Units covered over the two units: |                                                               |               |                  |
|-----------------------------------|---------------------------------------------------------------|---------------|------------------|
| Unit Code                         | Unit Name                                                     | Nominal Hours | Core or Elective |
| BSBCMM211                         | Apply communication skills                                    | 40            | C                |
| BSBOPS201                         | Work effectively in business environments                     | 30            | C                |
| BSBPEF201                         | Support personal wellbeing in the workplace                   | 50            | E                |
| BSBWHS211                         | Contribute to the health and safety of self and others        | 20            | C                |
| BSBPEF101                         | Plan and prepare for work readiness                           | 20            | E                |
| BSBPEF202                         | Plan and apply time management                                | 20            | C                |
| BSBSUS211                         | Participate in sustainable work practices                     | 20            | C                |
| BSBTEC202                         | Use digital technologies to communicate in a work environment | 20            | E                |
| BSBTEC203                         | Research using the internet                                   | 30            | E                |
| BSBTWK201                         | Work effectively with others                                  | 40            | E                |
| Total nominal hours               |                                                               | 290           |                  |

## Service



## Course Aims

Certificate II in Workplace Skills is an entry-level qualification that provides students with the knowledge and skills to enhance their employment prospects in a business environment. It provides an understanding of business fundamentals ready for a Career in the Business World. Students will develop a broad range of knowledge and skills ready for employment in a variety of roles including, Administration and Customer Service. The program provides a pathway for continued study into higher education – Business Studies.

## Course Delivery - Location and Times

**Year 1:** Fairhills High School, Scoresby Road, Knoxfield. Wednesday 1:00pm – 4:30pm

**Mode of Delivery** Classroom based.

**Duration:** 1 year part time

**Cost:** Please refer to your Home School Coordinator for relevant information.

## On successful completion of this program the student may achieve credit towards VCE, VCE VM or VPC.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Shape Your VCE resource: <https://www.vcaa.vic.edu.au/curriculum/vet/shape-your-vce/shape-your-vce>

Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au) and/or [www.vcaa.vic.edu.au](http://www.vcaa.vic.edu.au)

**Qualification:** A nationally recognised qualification may be attained on successful completion of **BSB20120 - Certificate II Workplace Skills**

## Additional Requirements/ Information

### Name of RTO & Provider of Qualification:

iVET

RTO: 40548

### RTO Student Information:

Please refer to [www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au) for student rights and responsibilities whilst on campus.

**Pre-requisites:** NA

### OHS / Personal Protective Equipment: NA

**Excursions:** Students will be required to complete and return Excursion permission slips in line with education department policy.

**Work Placement:** 40 hours of work placement over 1 year is a recommendation for this program.

**Other:** Please note that students have the opportunity to complete the second year of Workplace Skills (Business) at Swinburne, Wantirna campus. This will give them 3 / 4 units towards VCE and a study score.

## Future Pathways and Opportunities

|                                              |                                                                                                                                                                                  |                                                                                                                                                                      |
|----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Complementary studies:</b>                | <ul style="list-style-type: none"> <li>Accounting</li> </ul>                                                                                                                     | <ul style="list-style-type: none"> <li>Business Management</li> </ul>                                                                                                |
| <b>Pathways:</b>                             | <ul style="list-style-type: none"> <li>Certificate III in Business</li> </ul>                                                                                                    |                                                                                                                                                                      |
| <b>Possible Future Career Opportunities:</b> | <ul style="list-style-type: none"> <li>Administration</li> <li>Customer Service receptionist</li> <li>Management</li> <li>Marketing</li> <li>Public Relations Officer</li> </ul> | <ul style="list-style-type: none"> <li>Accountant</li> <li>Receptionist</li> <li>Clerical Assistant</li> <li>Small Business Owner</li> <li>Sub Contractor</li> </ul> |

| Units covered in the first year: |                                                               |               |                  |
|----------------------------------|---------------------------------------------------------------|---------------|------------------|
| Unit Code                        | Unit Name                                                     | Nominal Hours | Core or Elective |
| BSBPEF101                        | Plan and prepare for work readiness                           | 20            | E                |
| BSBPEF202                        | Plan and apply time management                                | 20            | C                |
| BSBWHS211                        | Contribute to health and safety of self and others            | 20            | C                |
| BSBCMM211                        | Apply communication skills                                    | 40            | C                |
| BSBOPS201                        | Work effectively in business environments                     | 30            | C                |
| BSBTEC 201                       | Use business software applications                            | 60            | E                |
| BSBTEC203                        | Research using the internet                                   | 30            | E                |
| BSBTEC202                        | Use digital technologies to communicate in a work environment | 20            | E                |
| BSBCRT201                        | Develop and apply thinking and problem solving skills         | 30            | E                |
| BSBSUS211                        | Participate in sustainable work practices                     | 20            | C                |
| Total nominal hours              |                                                               | 290           |                  |

## service





[www.mullumvetcluster.com.au](http://www.mullumvetcluster.com.au)

[mullumcluster@gmail.com](mailto:mullumcluster@gmail.com)