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2027 VET HANDBOOK  
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VET CLUSTER

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## ACKNOWLEDGEMENT OF COUNTRY

The NMVC acknowledges the Traditional Custodians of the lands on which we meet and learn, and we pay our respects to any Elders past, present, and emerging. We also extend that respect to any Aboriginal and Torres Strait Islander peoples who engage with members of the NMVC.

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# VET Course List

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# What is VDSS?

VOCATIONAL EDUCATION  
AND TRAINING DELIVERED  
TO SCHOOL STUDENTS

Vocational Education and Training Delivered to School Students (VDSS) allows secondary students to gain practical skills in a specific industry while contributing toward the completion of the Victorian Certificate of Education (VCE), VCE Vocational Major (VCE VM) or Victorian Pathways Certificate (VPC).

## FEATURES OF VDSS

- VET enables students to gain qualifications for all types of employment, and specific skills to help them in the workplace.
- Undertaking VET while at school allows students to mix general and vocational education and to make a start on training for a career before they leave school.
- VET programs are typically completed over two years and provide students with a qualification or partial completion of a nationally recognised certificate.
- Students can also study VET through School-Based Apprenticeships or Traineeships (SBATs).

## BENEFITS OF VDSS

- VET programs contribute directly to the VCE, VCE VM and VPC and can contribute towards the ATAR score.
- Students gain industry experience and employability skills.
- Creates a pathway to further study.
- Provides opportunities to develop effective relationships with industry employers.
- Enhances knowledge of employer and workplace expectations.

- Develops the capacity for teamwork and leadership.

## CREDIT TOWARDS THE VCE, VCE VM AND VPC

VCE VET programs are made up of VET qualifications approved by the Victorian Curriculum Assessment Authority (VCAA) to contribute towards the VCE, VCE VM or VPC. All VCE VET programs contribute to VCE Units that provide credit towards the VCE and VCE VM in the same way as a VCE study. Most VCE VET programs can provide credit for VCE Units 1-4. A small number of shorter qualifications can provide credit for VCE Units 1&2 only. Each completed 90-hour block of VET equals one VPC credit.

If you choose to do a VET qualification that is not from a VCE VET program, you may be eligible for credit towards your VCE, VCE VM or VPC. This is called block credit recognition. To receive block credit recognition, the qualification must be at Certificate II level or above for the VCE and VCE VM, or Certificate level I or above for the VPC.

## STUDY SCORES AND THE ATAR (VCE)

Some VCE VET programs are scored and some are non-scored. VCE VET programs with a Unit 3-4 sequence can be included in the calculation of your Australian Tertiary Admission Rank (ATAR).

Scored VCE VET programs give you a study score for the Unit 3-4 sequence that is achieved through school assessed coursework and an externally set

examination. Scored VCE VET programs provide a study score that contributes directly to your ATAR, either as one of your primary four studies or as a fifth or sixth study increment.

Non-scored VCE VET programs do not give you a study score but they can still contribute to your VCE. When you receive a Unit 3–4 sequence towards your VCE from a non-scored VCE VET program, they may contribute towards the calculation of your ATAR by the Victorian Tertiary Admissions Centre (VTAC). Check with the VET Coordinator at your school.

### STUDENTS WITH DIVERSE NEEDS

- The NMVC is committed to embedding inclusive education in all school environments for students with disability and diverse needs.
- Students requiring additional support to achieve successful outcomes in their VET program need to indicate this on their VET enrolment form.
- Arrangements will be made between the Home and Host schools to determine the support needs of students and provide access to educational and support services as necessary, so that students can meet the requirements of the VET course they are enrolled in.

### UNIQUE STUDENT IDENTIFIER (USI)

A USI is required to enrol in a VET program. A USI is your individual education number for life. It also gives you an online record of your vocational education and training undertaken in Australia. To apply for a USI, please visit: [usi.gov.au](http://usi.gov.au)

### CREDIT TRANSFER

If you have previously completed vocational education and training, you may be eligible for credit transfer for some Units of Competency (UoCs). This means you will not have to be reassessed again for those UoCs. To check what UoCs you have completed you can download a statement of attainment from the USI website. You will need to provide this statement of attainment to your Host school following their credit transfer application process.

### HOW TO ENROL IN A NMVC COURSE

Speak to your VET Coordinator to discuss which VET course is right for you. They will advise you how to apply for your chosen VET course.

### HOME AND HOST SCHOOLS

Home school – is the school you attend for your Year 10, VCE, VCE VM or VPC.

Host school – is the school you attend for your VET course.

### VET AND VASS

There are three VET certificate types on VASS:

- VE1: VCAA-approved courses for secondary students, contributing VCE VET units.
- VE2: Courses approved as SBATs (School-Based Apprenticeships/ Traineeships), also contributing VCE VET units.
- VE3: Other VET courses providing block credit towards the VCE, VCE VM and VPC.

Schools must ensure correct enrolment and accurate VCE, VCE VM and VPC completion advice. RTOs are responsible for reporting course completion. Some courses can count as both VE1 and VE2. If a course isn't listed on VASS, schools should contact the Student Records and Results unit for advice, or complete and add to VASS the Application for VET qualifications or General Education courses form (available as a VASS download) accompanied by information requested in the form.

### REASONABLE ADJUSTMENT

Reasonable adjustments may be provided to support students' individual needs, provided the integrity of the unit of competency is maintained and all assessment requirements are still met. For example, a unit that requires verbal communication to be assessed, cannot be changed to a written task.

### FEES AND COSTS

Fees and costs are communicated directly with your school. Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### FEEDBACK AND COMPLAINTS

If you are unhappy with any aspect of your training or assessment, you have the right to provide feedback, make a complaint, or lodge an appeal. In the first instance, please speak with your VET Coordinator. Your VET Coordinator will

liaise with the Host school to address the issue and, where required, involve the Cluster and/or the relevant Registered Training Organisation (RTO). If the matter is not resolved, it can be escalated further in line with the RTO's formal complaints and appeals process.

### DISCLAIMER

All course details and delivery arrangements contained in this handbook are correct at the time of printing (June 2026). VET programs are subject to change as there are continual changes to training packages and qualifications.

Any changes to the delivery arrangements published in this handbook will be communicated to students and parents/carers via their VET Coordinator.

### NATIONALLY RECOGNISED TRAINING

Courses in this handbook are nationally recognised training delivered by Registered Training Organisations (RTOs) and contribute towards qualifications under the Australian Qualifications Framework.



# NMVC Student Expectations

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Students enrolling in a VET program through the NMVC are required to adhere to the below expectations. Any additional course requirements set out by Host schools must also be followed.

## ATTENDANCE

Attendance in VET is important due to assessment being competency-based. This means the student is assessed against an industry-defined standard. The industry standard is outlined in the Unit of Competency. As a cluster, we highly recommend a minimum of 80% attendance (including explained absence, medical certificates, etc.). However, this attendance does not guarantee a student will be able to demonstrate competency and be awarded a full certificate.

Whenever possible, students need to notify their Home school VET Coordinator at least half an hour before the start of their VET class if unable to attend.

## TRAVEL

Students are to behave in an appropriate and safe manner when traveling to and from their VET class.

## PUNCTUALITY

All students are expected to arrive on time and prepared for class.

## UNIFORM

Students are required to attend class dressed appropriately for their VET program. This may include a uniform and personal protective equipment (e.g., steel capped boots, safety glasses).

## WORK REQUIREMENTS

All tasks as assigned by the VET teacher/trainer are to be completed to demonstrate competency. Students will be given multiple opportunities to demonstrate competency. If a student is unable to demonstrate competency for a UoC they will be awarded a partial completion and receive a statement of attainment. Also, if a student is unable to demonstrate competency for a UoC that is a prerequisite for another UoC, they will not be able to enrol/complete this UoC. The Home school VET Coordinator will be informed if a student is not meeting the work requirements of their VET course.

## STUDENT BEHAVIOUR

All students must meet the classroom expectations of the VET teacher/trainer and the behavioural expectations of the Host school. This includes meeting Work Health and Safety requirements and adhering to the mobile phone and laptop policy of the Host school.

## STRUCTURED WORKPLACE LEARNING

Structured Workplace Learning (SWL) is a key feature of VET. It is designed to help students apply the skills and knowledge they learn in their VET program in an industry environment. SWL is compulsory for some VET courses and highly recommended for others. For courses requiring mandatory SWL it is the responsibility of the student and their Home school to organise a suitable work placement and communicate this with the Host school.

Failure to meet the above expectations will jeopardise a student's VET enrolment. It is important that students and parents/carers talk with their VET Coordinator if there are any concerns.

# Celebrating Student Achievement in VET

Once again, students from NMVC schools have featured in the 2026 VCE Season of Excellence.

The VCE Season of Excellence is a five-month annual festival showcasing outstanding senior secondary student work from Victorian schools. The Season presents work created by VCE and VCE VET students in design, technology, research, multimedia and cinematic, visual and performing arts through exhibitions, screenings and performances.

## TOP DESIGNS



The below students were selected for Top Designs. Their outstanding work was exhibited at Melbourne Museum.

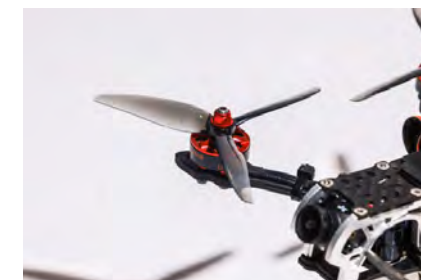
| STUDENT NAME | VET COURSE                                  | HOST SCHOOL                                 | HOME SCHOOL                                 |
|--------------|---|---|---|
| Noah         | Certificate III in Screen and Media         | Northern College of The Arts and Technology | Wurun Senior Campus                         |
| Alexander    | Certificate II in Integrated Technologies   | Northern College of The Arts and Technology | Diamond Valley College                      |
| Juan         | Certificate II in Integrated Technologies   | Northern College of The Arts and Technology | Coburg High School                          |
| Oliver       | Certificate II in Integrated Technologies   | Northern College of The Arts and Technology | Red Rock Christian College                  |
| Robin        | Certificate II in Integrated Technologies   | Northern College of The Arts and Technology | Viewbank College                            |
| Luca         | Certificate III in Music (Sound Production) | Northern College of The Arts and Technology | Northern College of The Arts and Technology |
| Maeve        | Certificate III in Music (Sound Production) | Northern College of The Arts and Technology | Northern College of The Arts and Technology |

### Alexander | *Project Sentry*



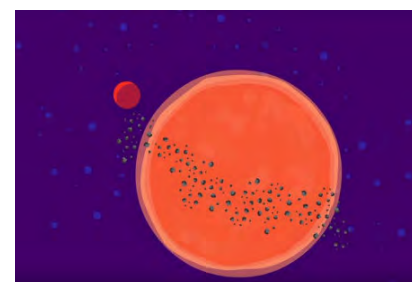
Certificate II in Integrated Technologies

### Juan | *Dronor the customisable FPV racing drone*



Certificate II in Integrated Technologies

### Noah | *MSEP - Mars Space Exploration Program*



Certificate III in Screen and Media

### Oliver | *NeuroTeach System*



Certificate II in Integrated Technologies

### Robin | *The Bio-Rhythm Visualiser*



Certificate II in Integrated Technologies

# 2025 Top of the State

The following students achieved a study score of 40 or above for their VET program in 2025.

| STUDENT NAME | VET COURSE  | HOST SCHOOL                                 | HOME SCHOOL                                 |
|--------------|---|---|---|
| Caelan       | Certificate II in Cookery                         | Eltham College                              | Eltham College                              |
| Ruby         | Certificate II in Cookery                         | Eltham College                              | Eltham College                              |
| Luca         | Certificate III in Music (Sound Production)       | Northern College of The Arts and Technology | Northern College of The Arts and Technology |
| Maeve        | Certificate III in Music (Sound Production)       | Northern College of The Arts and Technology | Northern College of The Arts and Technology |
| Ava          | Certificate III in Sport, Aquatics and Recreation | Greensborough College                       | Greensborough College                       |
| Meisje       | Certificate III in Sport, Aquatics and Recreation | Greensborough College                       | Greensborough College                       |

## Student Profile | Elias and Bella Certificate II in Automotive Vocational Preparation

Host/Home school: Northern College of the Arts & Technology



Elias and Bella are full-time Technology students at NCAT, both undertaking VET Automotive and developing pathways into the automotive industry.

Elias is a Year 12 student completing their second year of the Certificate II in Automotive.

They were inspired to enrol through their father's passion for working on cars, with many childhood memories involving time spent learning about automotive work with their family.

They value these experiences and hope their studies continue to strengthen family connections while building a future career in the industry.

Bella is a Year 10 student in her first year of the Certificate II in Automotive. She chose Automotive due to her long-standing interest in cars and her aspiration to work in the industry. She enjoys learning new skills and values the hands-on nature of the program.

Both students appreciate the practical, real-world learning environment and the opportunity to study alongside others with similar interests. The course supports them in developing industry-relevant skills, technical knowledge, and workplace readiness.

Elias enjoys the challenges presented through practical tasks, which continue to build their confidence, independence, and capability. They have also completed Structured Workplace Learning, gaining valuable insight into industry expectations and applying their skills in a workplace setting.

Bella has developed foundational skills in mechanical hand tools and basic electrical components. While she sometimes finds it challenging to retain all course content, she continues to grow in confidence and understanding with strong support from her teachers, whom she describes as "amazing."

The Certificate II in Automotive supports Elias's senior studies by combining theory with practical experience. Their long-term goal is to become a heavy diesel mechanic and eventually own their own business.

Bella aims to transition into an apprenticeship or a full-time automotive role after school.

Overall, both Elias and Bella have had a positive experience in VET Automotive, strengthening their confidence and supporting their future aspirations in the industry.

# VET List by Host School

| HOST SCHOOL                               | 2027 COURSE LIST   |
|---|--|
| Bundoora Secondary College                | Cert II in Animal Care – 1&2, 3&4<br>Cert III in Aviation (Remote Pilot) – 1&2, 3&4<br>Cert III in Community Services – 1&2, 3&4<br>Cert II in Conservation and Ecosystem Management – 1&2, 3&4<br>Cert III in Design Fundamentals – 1&2, 3&4<br>Cert II in Horticulture – 1&2, 3&4<br>Cert II in Hospitality – 1&2 (3&4 in 2028)<br>Cert II in Landscaping – 1&2  |
| Charles Latrobe College                   | Cert III in Early Childhood Education and Care (Partial completion) – 1&2, 3&4   |
| Croxton School                            | Cert II in Sport and Recreation – 1&2  |
| Diamond Valley College                    | Cert III in Screen and Media (Games Development Focus) – 1&2, 3&4  |
| Eltham College                            | Cert II in Cookery – 3&4<br>Cert II in Hospitality – 1&2, 3&4  |
| Epping Secondary College                  | Cert III in Beauty Services – 1&2, 3&4<br>Cert II in Sport Coaching – 1&2  |
| Glenroy College                           | Cert III in Beauty Services – 1&2, 3&4<br>Cert III in Health Services Assistance – 1&2, 3&4  |
| Greensborough College                     | Cert II in Automotive Vocational Preparation – 1&2, 3&4<br>Cert II in Cookery – 1&2, 3&4<br>Cert III in Sport, Aquatics and Recreation – 1&2, 3&4  |
| Hazel Glen College                        | Cert II in Cookery and Cert II in Hospitality (Dual qualification) – 1&2, 3&4<br>Cert III in Music Performance – 1&2 (3&4 in 2028)   |
| John Fawcner College                      | Cert II in Cookery – 1&2 (3&4 in 2028)<br>Cert III in Information Technology – 1&2, 3&4  |
| Kolbe Catholic College                    | Cert III in Beauty Services – 1&2, 3&4   |
| Lalor North Secondary College             | Cert II/III in Music (Performance) – 1&2 (Cert II), 3&4 (Cert III) (Partial completion)<br>Cert II in Sport and Recreation – 1&2   |
| Macleod College                           | Cert III in Beauty Services – 1&2, 3&4<br>Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4<br>Cert II in Small Business Operations and Innovation – 1&2, 3&4   |
| Marymede Catholic College                 | Cert III in Allied Health Assistance – 1&2, 3&4<br>Cert II in Construction Pathways – 1&2, 3&4<br>Cert II in Engineering Studies – 1&2, 3&4  |
| Mill Park Secondary College               | Cert III in Dance – 1&2, 3&4 (Partial completion)<br>Cert III in Laboratory Skills – 1&2, 3&4<br>Cert III in Sport, Aquatics and Recreation – 1&2, 3&4   |
| Northern College of the Arts & Technology | Cert II in Apparel, Fashion and Textiles – 1&2, 3&4<br>Cert II in Automotive Vocational Preparation – 1&2, 3&4<br>Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion)<br>Cert III in Dance – 1&2, 3&4 (Partial completion)<br>Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4<br>Cert II in Engineering Studies – 1&2, 3&4<br>Cert II in Integrated Technologies (Pre-vocational) – 1&2, 3&4<br>Cert III in Make-Up – 1&2, 3&4<br>Cert III in Music (Performance or Sound Production) – 1&2, 3&4<br>Cert III in Musical Instrument Making and Maintenance – 1&2, 3&4<br>Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4<br>Cert III in Screen and Media (Multimedia or Video Focus) – 1&2, 3&4<br>Cert III in Sport, Aquatics and Recreation – 1&2, 3&4<br>Cert II in Visual Arts – 1&2 |
| Outer Northern Trade Training Centre      | Cert II in Automotive Vocational Preparation – 1&2, 3&4<br>Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion)<br>Cert II in Construction Pathways (Partial completion) – 1&2 Tradie Taster<br>Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4<br>Cert II in Furniture Making Pathways (Partial completion) – 1&2 Tradie Taster<br>Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4  |
| Parade College                            | Cert II in Building and Construction Pre-apprenticeship (Bricklaying) – 1&2, 3&4<br>Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4<br>Cert II in Building & Construction Pre-apprenticeship (Wall & Floor Tiling) – 3&4<br>Cert III in Carpentry (SBAT)<br>Cert II in Cookery – 1&2, 3&4<br>Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4<br>Cert II in Furniture Making Pathways – 1&2, 3&4<br>Cert III in Music (Sound Production) – 1&2, 3&4<br>Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4<br>Cert III in Plumbing (SBAT)<br>Cert III in Sport, Aquatics and Recreation – 1&2, 3&4  |
| Peter Lalor Secondary College             | Cert III in Beauty Services – 1&2, 3&4<br>Cert III in Business – 1&2, 3&4<br>Cert II in Community Services – 1&2<br>Cert II in Cookery – 1&2, 3&4<br>Cert II in Cookery (Partial completion)<br>Cert III in Health Services Assistance – 1&2, 3&4<br>Cert II in Salon Assistant – 1&2<br>Cert II in Sport and Recreation – 1&2 (Partial completion)<br>Cert III in Sport, Aquatics and Recreation – 1&2, 3&4   |
| Reservoir High School                     | Cert III in Business – 1&2 (3&4 in 2028)   |
| St Helena Secondary College               | Cert III in Allied Health Assistance (Partial completion) – 1&2, 3&4<br>Cert II in Automotive Vocational Preparation – 1&2, 3&4<br>Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion)<br>Cert III in Community Services (Partial completion) – 1&2, 3&4<br>Cert II in Cookery – 1&2, 3&4<br>Cert III in Dance (Partial completion) – 1&2, 3&4<br>Cert III in Early Childhood Education and Care (Partial completion) – 1&2, 3&4<br>Cert III in Entrepreneurship and New Business – 1&2, 3&4   |
| Sydney Road Community School              | Cert III in Music (Composition and Creation) – 1&2, 3&4  |
| Templestowe College                       | Cert II in Animal Care – 1&2 (3&4 in 2028)<br>Cert III in Information Technology – 1&2, 3&4  |
| Thornbury High School                     | Cert II in Cookery – 1&2, 3&4  |
| Whittlesea Secondary College              | Cert III in Allied Health Assistance – 1&2, 3&4<br>Cert II in Automotive Vocational Preparation – 1&2, 3&4<br>Cert II in Construction Pathways – 1&2, 3&4<br>Cert II in Engineering Studies – 1&2, 3&4   |
| Wollert Secondary College                 | Cert III in Business – 1&2 (3&4 in 2028)<br>Cert III in Community Services – 1&2 (3&4 in 2028)<br>Cert III in Sport, Aquatics and Recreation – 1&2 (3&4 in 2028)   |

# Animal Care

## FURTHER STUDY OPPORTUNITIES

Certificate III in Animal Care Services (Animal Care or Pet Grooming)

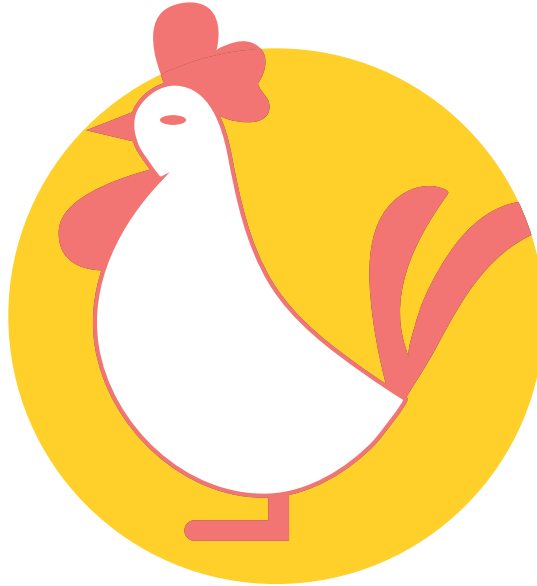
Certificate IV in Animal Behaviour and Training

Certificate IV in Veterinary Nursing

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Animal Care Attendant
- Animal Shelter/ Sanctuary Attendant
- Kennel/Cattery Attendant
- Pet Shop Attendant
- Assistant Animal Groomer



## OVERVIEW

This qualification provides you with the basic skills and knowledge in order to become an animal carer. You will learn how to care for a variety of animals and provide information on animals, products, and services. You will

gain the practical skills and basic knowledge you need for entry-level work in the animal care industry. You will learn how to assist with general animal care, provide food and water for animals, and follow occupational health

and safety procedures in the workplace. You will undertake work in our college animals program throughout the year, giving you the opportunity to work with poultry, sheep, goats, reptiles and fish. You will also have dogs and cats attend class for practical training.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written Questioning, Practical Tasks, Observations and Project/Portfolio.

**Core Units of Competency:** ACMGEN201 Work in the animal care industry

ACMGEN202 Complete animal care hygiene routines

ACMGEN203 Feed and water animals

ACMGEN204 Assist in health care of animals

ACMSUS201 Participate in environmentally sustainable work practices

ACMWHS201 Participate in workplace health and safety processes

BSBCMM211 Apply communication skills

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to three VCE VET

units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Bundoora Secondary College  
(RTO: VEG Education, 45732)

Templestowe College  
(RTO: VEG Education, 45732)

## DAYS/TIMES

|           |  |
|-----------|--|
| Tuesday   | 9.00am - 12.30pm OR                              |
| Wednesday | 9.00am - 12.30pm (Units 1&2)                     |
| Wednesday | 1.00pm - 4.30pm (Units 3&4)                      |
| Thursday  | 9.00am - 12.30pm (Units 1&2)                     |
| Wednesday | 1.00pm - 5.00pm (Units 1&2)<br>Units 3&4 in 2028 |

# Apparel, Fashion and Textiles

## FURTHER STUDY OPPORTUNITIES

Certificate III in Applied Fashion and Design

Certificate III in Clothing and Textile Production

Certificate IV in Applied Fashion Design and Merchandising

Certificate IV in Applied Fashion Design and Technology

Certificate IV Clothing Production

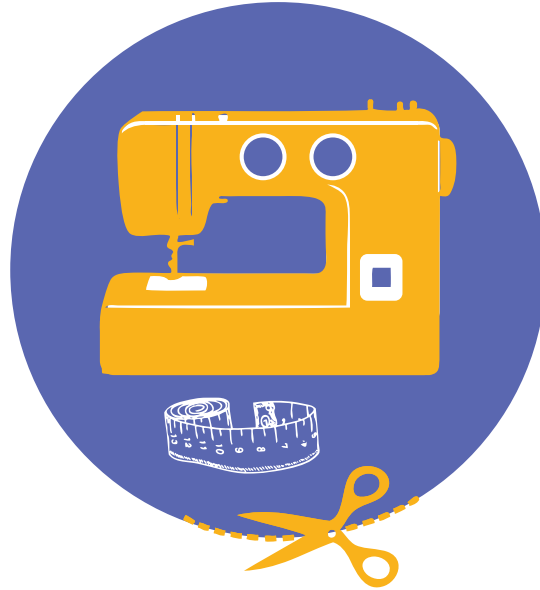
Diploma of Applied Fashion Design and Merchandise

Diploma of Applied Fashion Design and Technology

Diploma of Design (Fashion and Sustainability)

Advanced Diploma of Applied Fashion Design and Technology

Bachelor of Fashion Design



## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Fashion Designer
- Clothing Pattern Maker
- Footwear Worker
- Clothing Trades Person
- Garment Cutter
- Machinist or Subcontractor
- Textile Designer
- Interior Decorator
- Theatrical Costume Maker and Designer
- Clothing and Soft Furnishing Production Worker
- Fashion Coordinator
- Retail Buyer

## OVERVIEW

This course will provide an introduction to basic design and develop skills and knowledge to prepare for work in a creative and production oriented environment within the fashion industry. Opportunities are provided to acquire and develop skills in sewing, design processes, working with patterns, applying quality standards and interpreting basic sketches.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

## HOST SCHOOLS

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

## Assessment Methods:

Written, Practical Tasks, Observations and Project/Portfolio.

## Core Units of Competency:

MSTGN2011 Identify materials used in the TCF (Textile, Clothing and Footwear) industry

MSTGN2013 Work safely

MSTGN2012 Work in the TCF industry

MSTGN2010 Cycle production work

MSTGN2014 Apply quality standards

MSMENV272 Participate in environmentally sustainable work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to five VCE VET

units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## DAYS/TIMES

|           |  |
|-----------|--|
| Wednesday | 8.30am – 12.30pm OR<br>1.30pm – 5.30pm (Units 1&2) |
| Thursday  | 1.30pm – 5.00pm (Units 3&4)                        |

# Automotive

## FURTHER STUDY OPPORTUNITIES

Certificate III in Automotive Body Repair Technology

Certificate III in Automotive Electric Vehicle Technology

Certificate III in Light Vehicle Mechanical Technology

Certificate III in Marine Mechanical Technology

Certificate IV in Automotive Management

Certificate IV in Motor Sport Technology

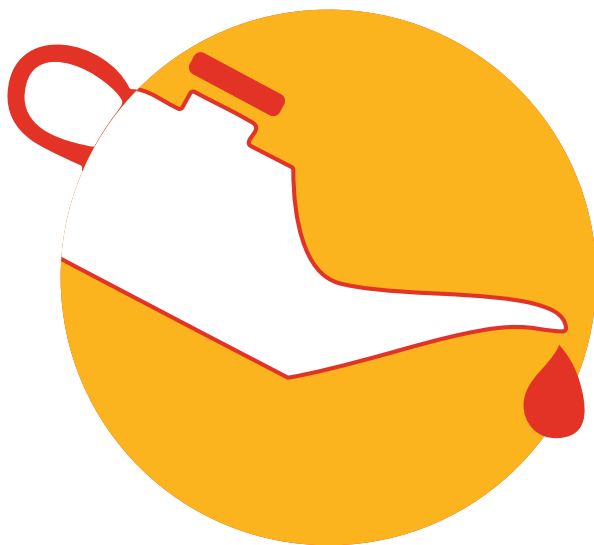
Certificate IV in Vehicle Loss Assessing

Diploma of Automotive Management

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Light Vehicle Mechanic
- Heavy Commercial Vehicle Mechanic
- Auto Electrician
- Panel Beater
- Spray Painter
- Spare Parts Manager
- Service Manager
- Automotive Engineer



## OVERVIEW

This course is designed to introduce students to the theory and practice of automotive maintenance and repair in a hands-on learning environment and focuses on providing students with simulated practical work experiences, employability skills and career pathways into the automotive industry as an apprentice.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at Host school(s).

## AUR20720 Certificate II in Automotive Vocational Preparation

**Assessment Methods:** Written, Practical Tasks, Observations and Project/Portfolio.

**Core Units of Competency:** AURAEA002 Follow environmental and sustainability practices in an automotive workplace

AURAF103 Communicate effectively in an automotive workplace

AURAF104 Resolve routine problems in an automotive workplace

AURASA102 Follow safe working practices in an automotive workplace

AURETR103 Identify automotive electrical systems and components

AURLTA101 Identify automotive mechanical systems and components

AURTTK102 Use and maintain tools and equipment in an automotive workplace

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Greensborough College  
(RTO: AIET, 121314)

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

Outer Northern Trade Training Centre  
(RTO: AIET, 121314)

St Helena Secondary College  
(RTO: Educational Living, 3784)

Whittlesea Secondary College  
(RTO: AIET, 121314)

## DAYS/TIMES

|           |   |
|-----------|---|
| Wednesday | 1.30pm - 5.15pm (Units 1&2)                         |
| Thursday  | 1.30pm - 5.15pm (Units 3&4)                         |
| Wednesday | 8.30am - 12.30pm OR<br>1.30pm - 5.30pm (Units 1&2)  |
| Thursday  | 1.30pm - 5.30pm (Units 3&4)                         |
| Wednesday | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 1&2) |
| Friday    | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 3&4) |
| Monday    | 1.30pm - 5.15pm (Units 3&4)                         |
| Wednesday | 1.30pm - 5.15pm (Units 1&2)                         |
| Wednesday | 9.00am - 3.15pm (Units 1&2)                         |
| Friday    | 9.00am - 3.15pm (Units 3&4)                         |

# Aviation

## FURTHER STUDY OPPORTUNITIES

Diploma of Police Search and Rescue

Diploma of Property Services (Asset and Facility Management)

Advanced Diploma of Public Safety (Fire Fighting Management)

Diploma of Aviation

Diploma Commercial Pilot

Diploma Commercial Helicopter Pilot

Advanced Diploma Pilot in Command

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Engineering
- Surveying
- Law Enforcement
- Energy/Utility Sectors
- Artificial Intelligence
- Telecommunications
- Forensics
- Emergency Services
- Computer Science



## OVERVIEW

Drones are increasingly becoming well known for their ability to increase safety and efficiencies, whilst reducing costs in comparison to traditional means of data capture. Drones are incredibly agile, and the latest technology means that they can provide rich, detailed information and

data which can often be used across different departments to enhance business decisions.

This course is designed to take students from having never operated a remotely piloted aircraft (RPA) to obtaining a Certificate III qualification. The course will also

## AVI30419 Certificate III in Aviation (Remote Pilot)

accredit students with an Aeronautical Radio Operators Certificate (AROC), which is required to operate an RPA in controlled airspace. RPAs are now becoming commonplace in many industries including law enforcement, engineering, mining, telecommunications, energy, utilities, and many others.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning, Simulated Workplace Tasks and Portfolio.

## HOST SCHOOL

Bundoora Secondary College  
(RTO: National Drones Training Institute, 41441)

## Core Units of Competency:

AVIF0021 Manage human factors in remote pilot aircraft systems operations

AVIW0028 Operate and manage remote pilot aircraft systems

AVIY0031 Apply the principles of air law to remote pilot aircraft systems operations

AVIZ0003 Maintain basic situational awareness in remote pilot aircraft systems operations

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units

1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE3

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

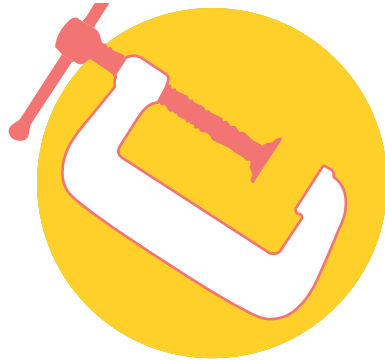
## DAYS/TIMES

|          |                             |
|----------|-----------------------------|
| Tuesday  | 1.00pm – 4.30pm (Units 1&2) |
| Thursday | 1.00pm – 4.30pm (Units 3&4) |

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# Building and Construction

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## FURTHER STUDY OPPORTUNITIES

It is anticipated that students completing the Certificate II in Building and Construction Pre-apprenticeship will be in a position to gain an apprenticeship with an employer in the building and construction industry.

Pathways are available for students in the following qualifications from the Construction, Plumbing and Services Training Package or the equivalent in new training packages including:

- Certificate II in Wall and Ceiling Lining
- Certificate III in Painting and Decorating
- Certificate III in Fire Protection

Students may also access a wide range of qualification at the Certificate IV and Diploma level from the building and construction industry following the completion of this course:

- Certificate IV in Building and Construction (Building)
- Certificate IV in Building and Construction (Specialist Trades)
- Diploma of Building and Construction (Building)

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Brick/Block Layer
- Building Site Administrator
- Building Inspector
- Contract Administrator
- Architect
- Carpenter
- Project Manager
- Estimator
- Drafter (Architectural)
- Builder and Quantity Surveyor

# Bricklaying

## OVERVIEW

This program in bricklaying has been developed specifically for the bricklaying industry. Emphasis is placed on hands-on learning opportunities. Students will undertake specific bricklaying modules. This course is a partial completion of the certificate. This course includes Construction Induction training (White Card).

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

### Core Units of Competency:

VU22014 Prepare for work in the building and construction industry

VU22015 Interpret and apply basic plans and drawings

VU22016 Erect and safely use working platforms

CPCCWHS1001 Prepare to work safely in the construction industry (White Card)

CPCCCM1012A Work effectively and sustainably in the construction industry

CPCCCM1014A Conduct workplace communication

CPCCCM1015A Carry out measurements and calculations

HLTAID011 Provide First Aid

### Licensing or Accreditation Eligibility

Successfully completing the unit CPCWHS1001 Prepare to work safely in the construction industry provides a Statement of Attainment. This is necessary to get a White Card, which is required for working on construction sites in Australia. WorkSafe Victoria confirms eligibility for the White Card after completing this unit.

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

## DAYS/TIMES

|           |  |
|-----------|--|
| Monday    | 7.30am - 1.00pm (Units 1&2) VCE VM                     |
| Tuesday   | 7.30am - 1.00pm (Units 1&2) VCE VM                     |
| Tuesday   | 1.30pm - 5.00pm (Units 1-4) VCE/VCE VM                 |
| Wednesday | 7.30am - 1.00pm (Units 1-4) VCE/VCE VM                 |
| Wednesday | 1.30pm - 5.00pm (Third year option to complete course) |

# Carpentry

## OVERVIEW

This course is a partial completion of the certificate and students will be issued with a statement of attainment. The course is designed for students entering the building and construction industry who want to become a carpenter. Students are taught ten core building modules and all of the carpentry stream modules. This course includes Construction Induction training (White Card). Students will receive a Statement of Attainment upon satisfactory completion of all units delivered.

**Course Duration:** 2 years  
**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

**Core Units of Competency:**  
VU22014 Prepare for work in the building and construction industry

VU22015 Interpret and apply basic plans and drawings

VU22016 Erect and safely use working platforms

CPCCWHS1001 Prepare to work safely in the construction industry (White Card)

CPCCCM1012A Work effectively and sustainably in the construction industry

CPCCCM1014A Conduct workplace communication

CPCCCM1015A Carry out measurements and calculations

HLTAID011 Provide First Aid

**Use of External Providers:** First Aid training (HLTAID011 Provide First Aid) for students enrolled at Northern College of the Arts & Technology is delivered on-site by ABC First Aid (RTO 3399).

## Licensing or Accreditation Eligibility

Successfully completing the unit CPCWHS1001 Prepare to work safely in the construction industry provides a Statement

of Attainment. This is necessary to get a White Card, which is required for working on construction sites in Australia. WorkSafe Victoria confirms eligibility for the White Card after completing this unit.

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required. Northern College of the Arts & Technology require

students to successfully complete CPCCWHS1001 to enroll in the second year of the course.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

Outer Northern Trade Training Centre\*\*  
(RTO: AIET, 121314)

Parade College\*  
(Bundoora campus)  
(RTO: Parade College, 40750)

St Helena Secondary College  
(RTO: Access Skills Training, 6653)

## DAYS/TIMES

|           |   |
|-----------|---|
| Wednesday | 8.30am - 12.30pm OR<br>1.30pm - 5.30pm (Units 1&2)            |
| Thursday  | 1.30pm - 5.30pm (Units 3&4)                                   |
| Friday    | 8.30am - 12.30pm (Units 1&2)                                  |
| Tuesday   | 12.30pm - 4.30pm (Units 1&2)                                  |
| Wednesday | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 1&2)           |
| Friday    | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 3&4)           |
| Monday    | 7.30am - 3.15pm (Units 3&4)                                   |
| Tuesday   | 7.30am - 3.15pm OR<br>1.30pm - 5.00pm (Units 1&2)             |
| Tuesday   | 7.30am - 1.00pm (Third year option to complete course)        |
| Wednesday | 7.30am - 1.00pm (Units 1&2) OR<br>1.30pm - 5.00pm (Units 1-4) |
| Thursday  | 7.30am - 11.00am (Units 1-4)                                  |
| Thursday  | 7.30am - 11.00am (Third year option to complete course)       |
| Friday    | 7.30am - 3.15pm (Units 1&2)                                   |
| Wednesday | 1.30pm - 5.15pm (Units 1&2)                                   |
| Thursday  | 1.30pm - 5.15pm (Units 3&4)                                   |

\* Students enrolled at Parade College are eligible to receive a full Certificate II in Building and Construction Pre-apprenticeship (Carpentry).

\*\* Students enrolled at ONTTC are eligible to receive a full Certificate II in Building and Construction Pre-apprenticeship (Carpentry). Criteria applies.

# Wall and Floor Tiling

## OVERVIEW

This program is designed for people entering the building and construction industry who want to explore a career and employment opportunities as a wall and floor tiler. This course includes Construction Induction training (White Card). Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** Two years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

### Core Units of Competency:

VU22014 Prepare for work in the building and construction industry

VU22015 Interpret and apply basic plans and drawings

VU22016 Erect and safely use working platforms

CPCCWHS1001 Prepare to work safely in the construction industry (White Card)

CPCCCM1012A Work effectively and sustainably in the construction industry

CPCCCM1014A Conduct workplace communication

CPCCCM1015A Carry out measurements and calculations

HLTAID011 Provide First Aid

### Licensing or Accreditation Eligibility

Successfully completing the unit CPCWHS1001 Prepare to work safely in the construction industry provides a Statement of Attainment. This is necessary to get a White Card, which is required for working on construction sites in Australia. WorkSafe Victoria confirms eligibility for the White Card after completing this unit.

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

## DAY/TIME

Wednesday 1.30pm - 5.00pm (Units 3&4)

## CPC20220 Certificate II in Construction Pathways

### OVERVIEW

This course provides students with the knowledge and skills that will enhance their employment prospects in the building and construction industry. Students gain a broad knowledge of building, bricklaying, and tile laying by understanding a range of practical tasks and projects. The aim of the Certificate II in Construction Pathways is to provide students with basic industry specific skills and knowledge to enable transition into an apprenticeship within the building and construction industries at the certificate III level. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years  
**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation and Written/ Oral Questioning.

**Core Units of Competency:** CPCCWHS2001 Apply WHS requirements, policies and procedures in the construction industry

CPCCOM1012 Work effectively and sustainably in the construction industry

CPCCOM1013 Plan and organise work

CPCCOM1014 Conduct workplace communication

CPCCOM1015 Carry out measurements and calculations

CPCCCM2001 Read and interpret plans and specifications

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

Outer Northern Trade Training Centre  
(RTO: AIET, 121314)

Marymede Catholic College  
(RTO: AIET, 121314)

Whittlesea Secondary College  
(RTO: AIET, 121314)

### DAYS/TIMES

|   |                              |
|---|------------------------------|
| Tuesday   | 8.00am - 12.00pm (Units 1&2) |
| Thursday  | 8.00am - 12.00pm (Units 1&2) |
| <i>Tradie Taster - Partial completion over one year</i> |                              |
| Wednesday   | 8.00am -12.00pm (Units 1&2)  |
|   | 12.30pm - 4.30pm (Units 3&4) |
| Wednesday   | 9.00am - 3.15pm (Units 1&2)  |
| Friday  | 9.00am - 3.15pm (Units 3&4)  |

## Student Profile | Panayioti Certificate II in Carpentry

Host school: Northern College of the Arts & Technology

Home school: St Johns Greek Orthodox College



I attend St Johns Greek Orthodox College and I am currently in Year 12 completing the VCE program. I am undertaking my VET studies at NCAT, where I am enrolled in a Carpentry course. I am currently in my second year of the program.

I was inspired to enrol in my VET course because of my career interests and the future pathways I am working toward in the building and construction industry.

The best part of my VET course is the practical, hands-on nature of the learning. I enjoy knowing that I am actively practicing and developing skills that I will use in real workplace settings.

Through my VET course, I have learned the basics of carpentry, including tool use and the construction of various building elements. Beyond technical skills, I have also developed important life skills such as problem-solving, independence, and self-reliance.

One of the more challenging aspects of the course is working alongside people with different skill levels and approaches. However, this has also helped me develop stronger communication and teamwork skills.

I have engaged in Structured Workplace Learning as part of my VET course. It has been an important part of my learning, as it is essential for understanding how to work safely and legally on a construction site.

My VET course complements my senior program by providing a balance to my academic studies. It contributes to my VCE units and gives me a practical break from classroom-based learning, which I find motivating and enjoyable.

My future aspiration is to complete a carpentry apprenticeship and build a career in the construction industry.

Overall, I would encourage other students interested in a trade to consider VET. It is a smart pathway that helps you develop industry skills early while still at school and prepares you for future employment.

# Business

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Accounting  
 Certificate IV in Business  
 Diploma of Accounting  
 Diploma of Business  
 Bachelor of Business

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Administrative/Office Assistant
- Information Officer
- Hotel or Motel Manager
- Human Resource Manager
- Logistics Clerk
- Receptionist
- Customer Services Officer
- Health Administration
- Office Manager
- Public Relations Officer
- Secretary
- Conveyancer
- Bank Worker
- Law Clerk
- Accountant



## OVERVIEW

The aim of this program is to provide participants with knowledge and skill development to enhance their employment prospects within the business administration field. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
 Peter Lalor Secondary College does not offer scored assessment.

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/ Oral Questioning, Project/ Portfolio, Case Studies and Simulated Workplace Tasks.

**Core Units of Competency:** BSBTEC301 Design and produce business documents

BSBXCM301 Engage in workplace communication

BSBWHS307 Apply Knowledge of WHS laws in the workplace

BSBSUS301 Implement and monitor environmentally sustainable work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without*

*first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Peter Lalor Secondary College *Non-scored*  
 (RTO: IVET, 40548)

Reservoir High School  
 (RTO: IVET, 40548)

Wollert Secondary College  
 (RTO: IVET, 40548)

## DAYS/TIMES

Wednesday 9.00am - 12.30pm (Units 1&2)  
 Wednesday 1.00pm - 4.30pm (Units 3&4)

Wednesday 12.30pm - 4.30pm (Units 1&2)  
 Units 3&4 in 2028

Wednesday 12.30pm - 4.30pm (Units 1&2)  
 Units 3&4 in 2028

# Entrepreneurship and New Business

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Entrepreneurship and New Business

Certificate IV in Leadership and Management

Diploma of Leadership and Management

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Micro Business Operator
- Small Business Owner
- Small Business Contractor



## OVERVIEW

This course provides students with the knowledge, skills, and confidence to start and run their own small business. With a focus on practical support and guidance, it equips aspiring and existing entrepreneurs with essential small business fundamentals, including market research, business planning, personal and team development, marketing, financial management, networking, and business growth strategies. This course has a sports focus. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/ Oral Questioning, Project/ Portfolio, Case Studies and Simulated Workplace Tasks.

**Core Units of Competency:**

BSBESB301 Investigate business opportunities

BSBESB302 Develop and present business proposals

BSBTEC301 Design and produce business documents

BSBXCM301 Engage in workplace communication

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal

hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE3

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

St Helena Secondary College  
(RTO: ITFE, 6372)

## DAY/TIME

|           |                             |
|-----------|-----------------------------|
| Wednesday | 1.30pm - 5.15pm (Units 1&2) |
| Friday    | 1.30pm - 5.15pm (Units 1&2) |

# Small Business

## FURTHER STUDY OPPORTUNITIES

Certificate III in Business  
 Certificate IV in Small Business Management  
 Diploma of Business  
 Bachelor of Business

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Retail
- Business
- Marketing
- Finance



## OVERVIEW

This course provides students with exposure to key skills and knowledge required in small business workplaces. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

### Assessment Methods:

Observation, Written/Oral Questioning, Case Studies and Simulated Workplace Tasks.

### Core Units of Competency:

BSBTEC201 Use business technologies

BSBXCM201 Communicate in the workplace

BSBWHS201 Contribute to health and safety of self and others

BSBPEF201 Support personal wellbeing in the workplace

BSBSUS201 Participate in environmentally sustainable work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored

Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Macleod College  
 (RTO: Ripponlea Institute, 21230)

## DAYS/TIMES

Wednesday 1.00pm - 4.00pm (Units 1-4)

# Community Services

## FURTHER STUDY OPPORTUNITIES

Certificate III in Individual Support

Certificate IV in Alcohol and Other Drugs

Certificate IV in Disability

Certificate IV in Youth Work

Diploma in Community Services

Diploma in Early Childhood Education and Care

Bachelor of Social Work

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Individual Support
- Youth Services
- Community Worker
- Careers Counsellor
- Drug and Alcohol Counsellor
- Social Worker
- Childcare Worker
- Health Promotion Officer
- Prisons Officer
- Disability
- Civil Celebrant
- Education Support



## CHC22015 Certificate II in Community Services

### OVERVIEW

This course provides students with an introduction to the community services sector and develops foundation skills in communication, teamwork, volunteering and supporting others within community settings.

Students may attain the qualification upon satisfactory compilation of all units.

**Course Duration:** 1 year

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/ Oral Questioning, Project/ Portfolio, Case Studies and Simulated Workplace Tasks.

**Core Units of Competency:**

CHCCOM001 Provide first point of contact

CHCCOM005 Communicate and work in health or community services

CHCDIV001 Work with diverse people

HLTWHS001 Participate in workplace health and safety

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum of 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Peter Lalor Secondary College  
(RTO: IVET, 40548)

### DAY/TIME

Wednesday 9.00am - 3.00pm (Units 1&2)

## CHC32015 Certificate III in Community Services

*Partial completion*

This course includes the completion of CHC22015 Certificate II in Community Services

### OVERVIEW

This course provides students with the skills and knowledge required to work effectively in a range of community services environments. Students develop practical skills in communication, advocacy, working with diverse people, responding to client needs and supporting individual wellbeing.

Students will attain a Statement of Attainment upon satisfactory completion of all units delivered.

**Course Duration:** 2 years  
**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/ Oral Questioning, Project/ Portfolio, Case Studies, and Simulated Workplace Tasks.

**Core Units of Competency:** CHCDIV0001 Work with diverse people

HLTWHS002 Follow safe work practices for direct client care

HLTWHS006 Manage personal stressors in the work environment

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised*

*against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum of 80 hours of work placement.\*\*

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

### DAYS/TIMES

|   |                      |  |
|---|----------------------|--|
| Bundoora Secondary College*<br>(RTO: IVET, 40548) | Tuesday<br>Wednesday | 1.00pm - 4.30pm (Units 1&2)<br>1.00pm - 4.30pm (Units 3&4) |
| St Helena Secondary College<br>(RTO: iTFE, 6372)  | Wednesday<br>Friday  | 1.30pm - 5.15pm (Units 1&2)<br>1.30pm - 5.15pm (Units 3&4) |
| Wollert Secondary College<br>(RTO: IVET, 40548)   | Wednesday            | 12.30pm - 4.30pm (Units 1&2)<br>Units 3&4 in 2028          |

\* Students enrolled at Bundoora Secondary College are eligible to receive a full Certificate III in Community Services.

\*\* Students enrolled at Bundoora Secondary College are required to complete 20 hours of voluntary work as part of the CHCVOL001 Be an effective volunteer unit.

## Student Profile | Ayden

### Certificate II in Community Services & Certificate II in Cookery

Home/Host school: Thomastown Secondary College / Peter Lalor Secondary College



My name is Ayden and while completing my VCE studies at Thomastown Secondary College, I also completed two VET certificates at Peter Lalor Secondary College.

In Year 11, I completed the Certificate II in Community Services. This course was perfect for me because I enjoy socialising and working with people. Through roleplays, practical activities and informative modules, I learnt valuable skills such as case management, advocacy, coordinating group activities and communicating effectively with clients. These skills will help me pursue my future pathway into the Police Academy. The course also

included excursions, incursions and First Aid training, which made the learning experience engaging and practical. My teacher, Sarath, was incredibly kind and supportive, and created a welcoming learning environment.

In Year 12, I completed the Certificate II in Cookery. I had already been working part-time in hospitality for several years, so I was excited to further develop my skills in a professional kitchen environment. I especially appreciated that Peter Lalor offered the opportunity to complete the qualification in one year. During the course, I improved my technical knife skills, learnt workflow planning and gained confidence preparing a wide range of dishes from scratch.

The best part of my VET experience was the support from the teachers and staff. VET Coordinator Rachael and my Cookery teacher Russell always encouraged me and made learning enjoyable. Their hands-on teaching approach suited my learning style far more than traditional theory-based learning.

I would highly recommend completing a VET course at Peter Lalor Secondary College. VET gives students practical industry skills, valuable life experience and pathways into future employment and training.

# Early Childhood Education and Care

## FURTHER STUDY OPPORTUNITIES

Diploma of Early Childhood Education and Care

Bachelor of Education (Early Years)

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Early Childhood Educator
- Early Years Teacher
- Family Day Care Educator
- Kindergarten Assistant
- Nanny
- Outside School Hours Care Educator
- Playgroup Supervisor



## OVERVIEW

This course provides students with the opportunity to support the implementation of an approved learning framework and support children's wellbeing,

learning and development. Students will learn essential skills in areas such as how to communicate with children, support play and learning/basic

development needs, provide food and basic health services including first aid and work health and safety processes. This course is delivered as a partial completion of the qualification. Students will receive a Statement of Attainment upon satisfactory completion of all units delivered.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation and Written/ Oral Questioning.

**Core Units of Competency:**

CHCECE030 Support holistic development of children in early childhood

CHCECE031 Provide care for babies and toddlers

CHCECE032 Nurture creativity in children

CHCECE033 Develop positive and respectful relationships with children

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** A minimum 160 hours of work placement is required to successfully complete this course. St Helena Secondary College provides opportunities during the year for students to engage in meaningful, hands-on activities at an Early Learning Childcare Centre. Students need to apply for a Volunteer Working With Children Check prior to commencing work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Charles La Trobe College  
(RTO: Melbourne City Institute of Education, 22172)

St Helena Secondary College  
(RTO: Melbourne College of Further Education, 21340)

## DAYS/TIMES

|           |                             |
|-----------|-----------------------------|
| Wednesday | 1.30pm - 5.00pm (Units 1&2) |
| Thursday  | 1.30pm - 5.00pm (Units 3&4) |

|           |                             |
|-----------|-----------------------------|
| Monday    | 1.30pm - 5.15pm (Units 3&4) |
| Wednesday | 1.30pm - 5.15pm (Units 1&2) |

# Design Fundamentals

## FURTHER STUDY OPPORTUNITIES

Certificate III in Design Fundamentals (Graphic Design)

Certificate IV in Photography and Photo Imaging

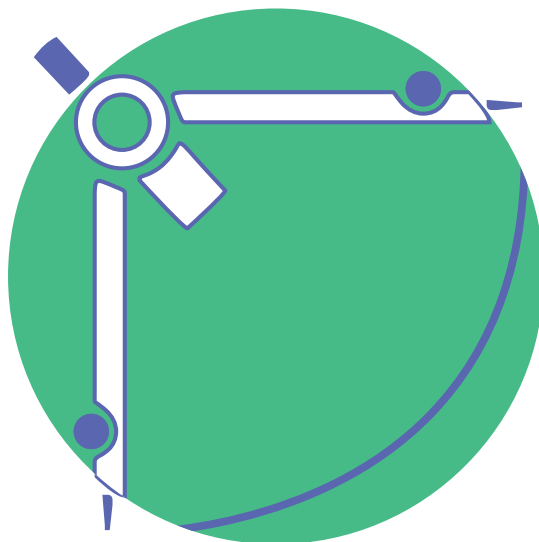
Certificate IV in Visual Arts

Diploma of Graphic Design

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Design Assistant
- Product Assistant
- Graphic Designer
- Graphic Artist
- Web Designer
- Multimedia Designer
- Advertising Designer



## OVERVIEW

This course will introduce students to foundation skills to launch their career in creative industries and entrepreneurial behaviour and practice. Students will experience a variety of projects to begin shaping their creative style and inform their progression in becoming an entrepreneur. Building from a base of understanding the entrepreneurial space, students will follow the design thinking process, learn problem solving skills and collaborate with their peers to explore entrepreneurship, communication, business building skills and creative software. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Practical Tasks and Projects.

**Core Units of Competency:**  
CUAWHS302 Apply Work Health and Safety practices

CUACPP301 Develop and apply creative arts industry knowledge

CUADES301 Explore the design process

CUADIG304 Create visual design components

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** The course provides credit at Units 1 to 4 level. Each completed

90 nominal hours of training provides one unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six units.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE3

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Bundoora Secondary College  
(RTO: Australian Pacific College, 90396)

## DAY/TIME

Wednesday 9.00am - 1.00pm (Units 1-4)

# Screen and Media

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Screen and Media

Diploma of Screen and Media

Advanced Diploma of Screen and Media

Advanced Diploma of Creative Product Development

Bachelor of Multimedia and Digital Arts

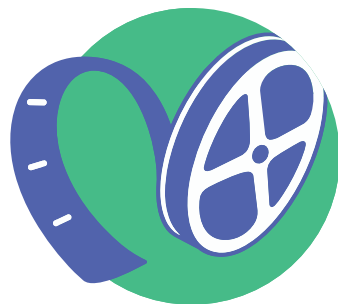
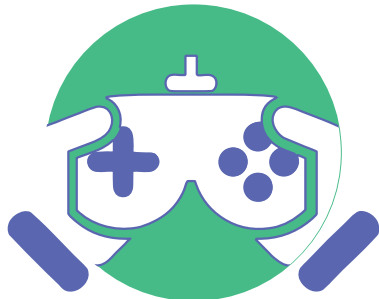
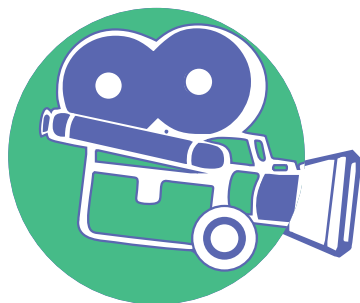
Bachelor of Design (Digital Media)

Bachelor of Games and Interactivity

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Graphic Designer
- Editor
- Publisher
- Multimedia Developer
- Web Content Manager
- Media Producer
- Photographer
- Screen Printer
- Games Developer



## CUA31020 Certificate III in Screen and Media (Games development focus)

### OVERVIEW

The program encourages students to develop skills in animation, web development, writing for various media, drawing, 3D modelling, basic sound editing, and digital imaging. It provides opportunity for diverse post-school pathways in visual arts, web design or film and television. Units 3&4 offers scored assessment and incorporates units such as 2D digital animations, writing content for a range of media, authoring interactive sequences, and creating visual design components. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years  
**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

#### Assessment Methods:

Written, Practical Tasks, Observation and Project/Portfolio.

#### Core Units of Competency:

CUAWHS302 Apply Work Health and Safety practices

CUACPP301 Develop and apply creative arts industry knowledge

CUAIND311 Work effectively in the creative arts industry

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4

sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Diamond Valley College  
(RTO: AIE, 88021)

### DAYS/TIMES

|           |                             |
|-----------|-----------------------------|
| Wednesday | 8.48am – 1.15pm (Units 1&2) |
| Friday    | 8.48am – 1.15pm (Units 3&4) |

## CUA31020 Certificate III in Screen and Media (Digital and Creative focus)

### OVERVIEW

This course covers a range of skills used in a media-based workplace and reflects current industry demands in animation, web design and digital imaging. Students learn skills to develop concept ideas and progress to learn technical skills to produce a variety of media products. Students use industry standard programs - Adobe Flash, Adobe Photoshop, Adobe Dreamweaver and Adobe Premiere and learn the basics of the software packages. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s)

### Assessment Methods:

Written, Practical Tasks, Observations and Project/Portfolio.

### Core Units of Competency:

CUAWHS302 Apply Work Health and Safety practices

CUACPP301 Develop and apply creative arts industry knowledge

CUAIND311 Work effectively in the creative arts industry

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4*

*sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available.

**VASS:** VE1

### REQUIREMENTS

It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

### DAY/TIMES

Wednesday 9.00am – 12.30pm OR  
1.30pm – 5.00pm (Units 1-4)

## CUA31020 Certificate III in Screen and Media (Video focus)

### OVERVIEW

In this course students develop skills in film, audio, writing and online. Students undertake practices to create creative individual and collaborative media products. Over the two years, students will familiarise themselves with the pre-production stage in a range of media forms. They will script, storyboard, communicate their intent and record their planned product. Participants will also familiarise themselves with the media industry, completing tasks that explore areas of interest and hearing from Industry speakers. Throughout the course, students will meet like-minded people who will become their first colleagues as they enter the media industry. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations and Project/Portfolio.

### Core Units of Competency:

CUAWHS302 Apply Work Health and Safety practices

CUACPP301 Develop and apply creative arts industry knowledge

CUAIND311 Work effectively in the creative arts industry

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two

VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

### DAY/TIMES

Wednesday 9.00am – 12.30pm OR  
1.30pm – 5.00pm (Units 1-4)  
Thursday 1.30pm – 5.00pm (Units 1&2)

# Visual Arts

## FURTHER STUDY OPPORTUNITIES

Certificate III in Visual Arts  
Certificate IV in Visual Arts  
Diploma of Visual Arts

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Visual Artist
- Graphic Designer
- Set Painter
- Art Critic/Writer
- Illustrator
- Printmaker
- Designer
- Art Teacher
- Sculptor/Object Designer
- Concept Artist
- Portrait Painter
- Art Therapist



## OVERVIEW

The course is an introduction to art and design providing opportunities to extend skills beyond a normal school setting. Students use a broad range of materials, equipment and techniques and are encouraged to explore and experiment. Students develop a portfolio of artworks and work with visiting artists and designers. This is invaluable for future pathways considerations.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

**Core Units of Competency:**  
CUAWHS302 Apply Work Health and Safety practices

CUAPRP301 Produce creative work

CUAACD301 Produce drawings to communicate ideas

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

## DAYS/TIMES

Wednesday 9.00am - 12.30pm OR  
1.30pm - 5.00pm (Units 1-4)  
Thursday 1.30pm - 5.00pm (Units 1-4)

# Dance

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Dance

Certificate IV in Dance Teaching and Management

Diploma of Professional Dance (Elite Performance)

Diploma of Musical Theatre

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Choreographer
- Dance Event Manager
- Dance Teaching and Management
- Ensemble Dancer
- Performer
- Professional Dancer



## OVERVIEW

The course overview to provide technical and performance skills, knowledge and attitude needed to establish a career in the entertainment industry. This course is not recommended for students without prior

dance experience. Each Host school delivers two dance electives e.g. jazz, contemporary, ballet, street, cultural. Please check with the Host school to confirm the dance electives prior to enrolment.

**CUA30120 Certificate III in Dance** *Partial completion*  
*This course includes the completion of CUA20120 Certificate II in Dance*

Students may be eligible to achieve the Certificate II in Dance upon successful completion of all required units. This course also contributes towards the Certificate III in Dance; students who complete the units offered will receive a Statement of Attainment.

**Course Duration:** 2 years

**Scored Assessment:** Yes

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Performance.

**Core Units of Competency:**

CUAWHS302 Apply Work Health and Safety practices

CUADAN311 Integrate an

understanding of anatomy and nutrition into dance exhibition

CUAIND311 Work effectively in the creative arts industry

CUAPRF311 Develop basic performance skills

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to five VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are advised against undertaking the Unit 3-4 sequence without first completing CUAWHS111 Follow safe dance practices and CUAWHS211 Develop a basic level of physical fitness for dance performances.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** To enrol in the Certificate III in Dance at the NCAT, students must successfully complete an audition demonstrating foundational dance skills.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Mill Park Secondary College  
(RTO: *Dance Training Organisation, 45789*)

Northern College of the Arts & Technology  
(RTO: *NCAT, 6736*)

St Helena Secondary College  
(RTO: *Ausdance, 20949*)

## DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1-4)

Wednesday 9.00am - 12.30pm (Units 1&2)  
Wednesday 1.30pm - 5.00pm (Units 3&4)

Wednesday 1.30pm - 6.00pm (Units 1&2)  
Thursday 1.30pm - 6.00pm (Units 3&4)

# Electrical Industry

## FURTHER STUDY OPPORTUNITIES

Students who complete the program will have enhanced employment prospects which may lead to employment in the electrical industry or into further education and training.

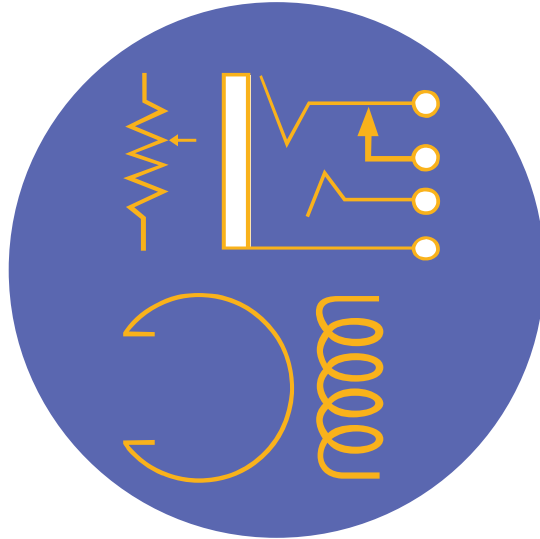
Participants who successfully complete this program may receive credit towards an apprenticeship in Electrotechnology. The most common pathway is credit towards the following courses:

- Certificate III in Electrotechnology Electrician
- Certificate III in Engineering - Industrial Electrician
- Certificate IV in Electrotechnology - Systems Electrician

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Electrotechnology Assembler
- Electrical Fitter
- Electrical Instrumentation Technician
- Electrotechnology Trainer



## 22682VIC Certificate II in Electrotechnology (Pre-vocational)

### OVERVIEW

This course provides both theoretical and practical training that is linked directly to the work that electrotechnology related technicians undertake. This course includes Construction Induction training (White Card). Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

**Core Units of Competency:**

CPCCWHS1001 Prepare to work safely in the construction industry (White Card)

HLTAID011 Provide First Aid

VU22670 Provide basic sustainable energy solutions for energy reduction in residential premises

VU22321 Use basic electric theory and magnetic theory to solve electrical problems

VU22322 Use electrical workshop tools and equipment

VU22323 Select and use check and test equipment

VU22324 Carry out basic electrical connection techniques

VU22325 Use electric power tools and equipment

VU22330 Select and interpret drawings and prepare three-dimensional sketches and drawings

VU22339 Prepare for an Electrotechnology apprenticeship

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this

program may be eligible for a 10% increment.

**VASS:** VE-1

### Licensing or Accreditation Eligibility

Successfully completing the unit CPCCWHS1001 Prepare to work safely in the construction industry provides a Statement of Attainment. This is necessary to get a White Card, which is required for working on construction sites in Australia. WorkSafe Victoria confirms eligibility for the White Card after completing this unit.

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

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## 22682VIC Certificate II in Electrotechnology (Pre-vocational) *Cont.*

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### HOST SCHOOLS

Macleod College  
(RTO: AIET, 121314)

Northern College of the  
Arts & Technology  
(RTO: NCAT, 6736)

Outer Northern Trade  
Training Centre  
(RTO: AIET, 121314)

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

Parade College  
(Preston campus)

### DAYS/TIMES

Wednesday 12.30pm - 4.30pm (Units 1&2)  
Thursday 12.30pm - 4.30pm (Units 3&4)

Wednesday 8.30am - 12.30pm OR  
1.30pm - 5.30pm (Units 1&2)  
Thursday 1.30pm - 5.30pm (Units 3&4)  
Friday 8.30am - 12.30pm (Units 3&4)

Tuesday 12.30pm - 4.30pm (Units 1&2)  
Wednesday 8.00am - 12.00pm OR  
12.30pm - 4.30pm (Units 1&2)  
Friday 8.00am - 12.00pm OR  
12.30pm - 4.30pm (Units 3&4)

Tuesday 7.30am - 12.50pm (Units 1&2) VCE VM  
Tuesday 1.30pm - 5.00pm (Units 1-4) VCE  
Wednesday 8.30am - 3.15pm (Units 1&2) VCE VM  
Friday 7.30am - 12.50pm (Units 1-4) VCE VM

Monday 8.30am - 3.15pm (Units 3&4) VCE VM  
Tuesday 7.30am - 12.50pm (Units 1-4) VCE/  
VCE VM  
Wednesday 8.30am - 3.15pm (Units 1-4) VCE VM  
Thursday 8.30am - 3.15pm (Units 3&4) VCE VM

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## Student Profile | Shay

### Certificate II in Conservation and Ecosystem Management

Host school: Bundoora Secondary College

Home school: Templestowe College

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I am a Year 12 student at Templestowe College and I am completing a Certificate II in Conservation and Ecosystem Management through Bundoora Secondary College. I chose this course because I wanted to learn more about ecology and explore future career opportunities in conservation.

The best part of my VET course has been the practical, hands-on learning, especially when we go out to work on revegetation sites. Through the course, I have learnt skills such as flora and fauna identification, seed propagation, chemical application, and how to safely use and handle machinery and equipment.

While the practical work can sometimes be physically demanding, particularly on very hot days, I find the experience extremely rewarding. The course has helped me build my knowledge of ecology and conservation in ways that my VCE subjects cannot, especially through real-world, applied learning.

After finishing school, I hope to go to university to study marine biology, with the goal of working in marine ecology or as a park ranger. I think this VET course is a great first stepping stone for anyone who wants to pursue a pathway in conservation.

# Engineering Studies

## FURTHER STUDY OPPORTUNITIES

Apprenticeships - Mechanical, Fabrication, Automotive

Certificate III in Engineering

Certificate IV in Engineering

Diploma of Engineering

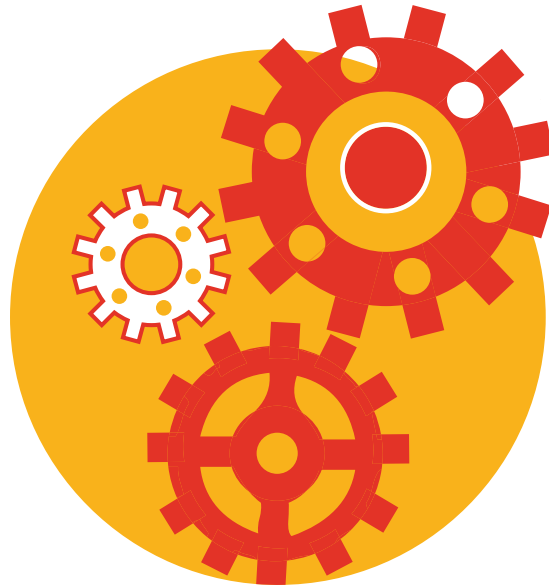
Advanced Diploma of Engineering Technology

Bachelor of Engineering

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Electrical
- Engineer
- Fitter and Turner
- Metallurgical Engineer
- Automotive Engineering
- Electrician
- Manufacturing Engineer
- Mechanical Engineering
- CAD Engineering Draftsman
- Instrument Fitter
- Toolmaker
- Boiler Maker
- WHS Practitioner
- Locksmith
- Electrical Fitter
- Jewellery Maker



## OVERVIEW

This course is designed to provide pre-employment training and a pathway into an engineering apprenticeship or can be used to gain the skills required for entry level employment in the engineering manufacturing related industries. A minimum achievement in Year 10 Maths and English and

an aptitude for practical work is recommended. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations and Project/Portfolio.

**Core Units of Competency:** VU23475 Safely use hand tools and hand held power tools for general engineering applications

VU23476 Report on the sectors and employment in the manufacturing, engineering and related industries

VU23477 Interpret and prepare basic two and three dimensional engineering drawings

VU23478 Perform basic machining processes

VU23479 Apply basic fabrication techniques

VU23480 Perform intermediate engineering computations

VU23481 Apply occupational health and safety principles in an

engineering environment

MEMPE006 Undertake a basic engineering project

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

*Students enrolled at NCAT cannot undertake the scored unit 3-4 sequence without first completing units 1&2 due to prerequisite unit requirements.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** There are no specific Prerequisites for this qualification. However, a minimum achievement in Year 10 Mathematics and English and an aptitude for practical work is recommended.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Marymede Catholic College  
(RTO: AIET, 121314)

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

Whittlesea Secondary College  
(RTO: AIET, 121314)

## DAYS/TIMES

|           |  |
|-----------|--|
| Wednesday | 8.00am - 12.00pm (Units 1&2)                       |
| Wednesday | 12.30pm - 4.30pm (Units 3&4)                       |
| Wednesday | 8.30am - 12.30pm OR<br>1.30pm - 5.30pm (Units 1&2) |
| Thursday  | 1.30pm - 5.30pm (Units 3&4)                        |
| Friday    | 8.30am - 12.30pm (Units 3&4)                       |
| Wednesday | 9.00am - 3.15pm (Units 1&2)                        |
| Friday    | 9.00am - 3.15pm (Units 3&4)                        |

# Furnishing

## FURTHER STUDY OPPORTUNITIES

Apprenticeship – Furniture Making

Certificate III Furniture Finishing

Certificate IV in Furniture Design & Technology

Diploma of Furniture Design & Technology

Bachelor of Design

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Cabinet Maker
- Wood Machinist
- Upholsterer
- Craft Designer/Craftsperson
- French Polisher
- Furniture Designer and Maker
- Soft Furnishing Maker
- Musical Instrument Maker
- Furniture Restorer
- Shop Fitter



## MSF20522 Certificate II in Furniture Making Pathways

### OVERVIEW

This program provides students with the opportunities to gain comprehensive entry level training in the furnishing industry. The program covers broad based and core skills in cabinet making.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
ONTTC does not offer scored assessment.

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

### Core Units of Competency:

MSFBE2002 Provide basic information on the furniture industry

MSFGN2001 Follow safe and sustainable work practices

MSFGN2002 Read and interpret work documents

MSFGN2003 Apply basic geometry and calculate materials for furniture and upholstery

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored*

*Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

Outer Northern Trade Training Centre  
(RTO: AIET, 121314)

### DAYS/TIMES

Tuesday 7.30am - 12.50pm (Units 1&2) VCE VM  
Wednesday 1.30pm - 5.00pm (Units 1-4) VCE VM

Tuesday 8.00am - 12.00pm OR  
Thursday 8.00am - 12.00pm (Units 1&2)  
*Tradie Taster - Partial completion over one year*

# Beauty Services

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Beauty Services

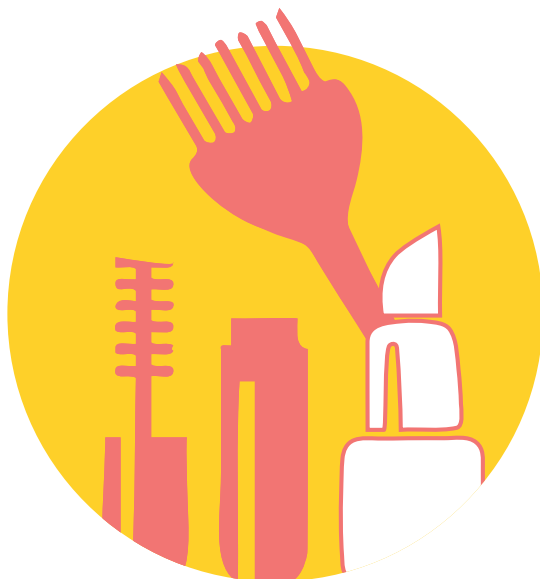
Diploma of Beauty Therapy

Bachelor of Dermal Services

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Make-Up Artist
- Cosmetic Consultant in Department Store or Pharmacy
- Nail Technician
- Waxing Technician
- Spray Tanning Specialist
- Beautician
- Manicure and Pedicure Specialist
- Freelance Beauty Consultant
- Cosmetic or Beauty Equipment
- Sales Representative



## OVERVIEW

This course will give you the skills to confidently deliver treatments such as waxing, make-up, nail technology, lash and brow treatments, lash extensions, cosmetic tanning, demonstration and sales of retail skin care and other cosmetic products, effective communication, and the retail environment. If you enjoy working with people and want to build a career in the beauty services industry, this course is for you. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Portfolio, and Simulated Workplace Tasks.

## Core Units of Competency:

SHBBCCS005 Advise on beauty services

SHBBMUP009 Design and apply make-up

SHBBNLS007 Provide manicure and pedicure services

SHBBRES003 Research and apply beauty industry information

SHBXCCS007 Conduct salon financial transactions

SHBXCCS008 Provide salon services to clients

SHBXIND003 Comply with organisational requirements within a personal services environment

SHBXWHS003 Apply safe working practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

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## SHB30121 Certificate III in Beauty Services *Cont.*

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### HOST SCHOOLS

Epping Secondary College  
(RTO: AIET, 121314)

Glenroy College  
(RTO: AIET, 121314)

Kolbe Catholic College  
(RTO: AIET, 121314)

Macleod College  
(RTO: AIET, 121314)

Peter Lalor Secondary  
College  
(RTO: AIET, 121314)

### DAYS/TIMES

|           |   |
|-----------|---|
| Wednesday | 8.30am - 12.00pm OR<br>12.30pm - 4.00pm (Units 1&2) |
| Thursday  | 8.30am - 12.00pm OR                                 |
| Friday    | 8.30am - 12.00pm (Units 3&4)                        |
| Wednesday | 9.00am - 12.30pm OR<br>1.00pm - 4.30pm (Units 1-4)  |
| Wednesday | 8.30am - 12.30pm (Units 1&2)                        |
| Wednesday | 1.00pm - 5.00pm (Units 3&4)                         |
| Wednesday | 8.30am - 12.00pm OR<br>12.30pm - 4.00pm (Units 1&2) |
| Thursday  | 8.30am - 12.00pm OR<br>12.30pm - 4.00pm (Units 3&4) |
| Friday    | 8.30am - 12.00pm (Units 1&2)                        |
| Wednesday | 9.00am - 4.30pm OR                                  |
| Thursday  | 9.00am - 4.30pm (Units 1-4)                         |
| Wednesday | 9.00am - 12.30pm OR<br>1.00pm - 4.30pm (Units 1&2)  |
| Friday    | 9.00am - 12.30pm OR<br>1.00pm - 4.30pm (Units 3&4)  |

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## Teacher/Trainer Profile: Sarah

### Certificate III in Beauty Services

Epping Secondary College

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I am a qualified beauty therapist with over 28 years of experience in the beauty industry, including 22 years owning and operating my own salon. Throughout my career, I have worked across a wide range of services, client care, team leadership, and business management. This experience allows me to bring real-world knowledge into the classroom, ensuring students not only learn technical skills but also understand what it takes to succeed in a professional salon environment.

I was inspired to move into VET education to share my passion for the beauty industry and to help guide students into meaningful career pathways. I aim to create a learning environment that is engaging, practical, and supportive, particularly for students who thrive in hands-on settings. Watching students grow in confidence and skill is one of the most rewarding parts of my role.

In this course, students develop both technical and employability skills that are highly valued in the industry. These

include client interaction and consultation, communication, professionalism, hygiene and infection control, time management, and teamwork.

Students are often surprised by how closely the course reflects a real salon environment. There are high expectations around punctuality, presentation, and professionalism. They also come to understand the strong focus on hygiene, safety, and client care that underpins all aspects of the industry.

My advice to students considering this program is to be prepared to commit, step outside your comfort zone, and take pride in your work. This course is highly rewarding but requires effort, professionalism, and a willingness to learn. If you are passionate about beauty and enjoy practical learning, it can be an excellent pathway.

This program can lead to a range of career opportunities within the beauty and hair industry, including roles such as a beauty technician, salon assistant, or front-of-house in a salon or spa. It also provides pathways into further study, such as a Diploma of Beauty Therapy or specialised areas including dermal therapies, lashes, makeup, and cosmetic services.

I am passionate about creating a supportive environment where students feel confident to develop their skills, take on challenges, and grow both personally and professionally. It is incredibly rewarding to see students build confidence, achieve their goals, and discover a genuine passion for the beauty industry. I especially value seeing the personal growth that occurs as students step outside their comfort zones and begin to believe in their own abilities.

# Make-Up

## FURTHER STUDY OPPORTUNITIES

Certificate III in Beauty Services

Certificate IV in Beauty Therapy

Diploma of Beauty Therapy

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Make-Up Artist (Fashion, Beauty, Photography and Freelance)
- Make-Up Consultant in Department Store or Pharmacy
- Beauty Therapist
- Cosmetic or Beauty Equipment Sales Representative



## OVERVIEW

This course provides students with the skills and knowledge to undertake roles as make-up artists designing and applying make-up across the beauty, fashion, media and entertainment industries. Skills are developed for work in make-up studios, retail cosmetic counters, fashion and media sets, and photography studios. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning,

Observation and Portfolio/Project.

**Core Units of Competency:**  
SHBBMUP009 Design and apply make-up

SHBBMUP010 Design and apply make-up for photography

SHBBMUP011 Design and apply remedial camouflage make-up

SHBXIND003 Comply with organizational requirements within a personal services environment

SHBXWHS003 Apply safe working practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level,

and two VCE VET Unit 3-4 sequences.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

## DAYS/TIMES

Wednesday 9.00am - 12.30pm OR  
1.30pm - 5.00pm (Units 1&2)  
Wednesday 1.30pm - 5.00pm OR  
Thursday 1.30pm - 5.00pm (Units 3&4)

# Salon Assistant

## FURTHER STUDY OPPORTUNITIES

Apprenticeship – Hairdressing

Certificate IV in Hairdressing

Advanced Diploma in Hairdressing

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Hairdresser
- Retail Sales
- Salon Manager



## OVERVIEW

This program is an introduction to vocational training and will provide participants with the basic knowledge and skill development to enhance their employment prospects in the hair-dressing industry as an apprentice. This is a one-year course. Students may attain the qualification upon satisfactory completion of all units.

Course Duration: 1 year

Scored Assessment: No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Role Plays and Simulated Workplace Tasks.

## Core Units of Competency:

SHHBAS001 Provide shampoo and basin services

SHBHDES001 Dry hair to shape

SHBHIND001 Maintain tool and equipment cleanliness

SHBXCCS001 Conduct salon financial transactions

SHBXCCS003 Greet and prepare clients for salon services

SHBXIND001 Comply with organizational requirements within a personal services environment

SHBXIND002 Communicate as part of a salon team

SHBXWHS001 Apply safe working practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Peter Lalor Secondary College  
(RTO: AIET, 121314)

## DAYS/TIMES

Wednesday 9.00am - 3.00pm OR  
Friday 9.00am - 3.00pm (Units 1&2)

# Allied Health Assistance

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Allied Health Assistance

Certificate IV in Health Administration

Certificate IV in Pathology

Diploma of Nursing

Advanced Diploma of Nursing

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Allied Health Assistant
- Physiotherapy Assistant
- Speech Therapy Assistant
- Health Technician
- Podiatry Assistant
- Pathology Collector
- Occupational Therapy Assistant
- Medical Receptionist
- Dietetics Assistant
- Health Promotion Assistant



## OVERVIEW

This is a nationally accredited qualification in an area of high demand. Allied health assistance is an emerging and growing career option in both public and private practice. This course

provides students with experience in a variety of allied health professions, including the work worlds of physiotherapy, occupational therapy, dietetics/nutrition and speech pathology. It aims to encourage young

people to explore the many options available within the community health and hospital environments. This course is suitable if you have an interest in health assistant work in acute care, rehabilitation and community settings, and working with staff and clients of all ages.

Students will be provided with the skills and knowledge to work as an allied health assistant in a diverse range of allied health fields. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning, Portfolio and Simulated Workplace Tasks.

**Core Units of Competency:**

CHCDIV001 Work with diverse people

HLTWS002 Assist with compliant health and safety practices

HLTAID011 Provide First Aid

HLTINF001 Comply with infection prevention and control policies

HLTAP301B Recognise healthy body systems

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of two VCE VET units at Unit 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students*

*are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** A minimum 120 hours of work placement is required to successfully complete this course.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Marymede Catholic College  
(RTO: IVET, 40548)

St Helena Secondary College  
(RTO: ITFE, 6372)

Whittlesea Secondary College  
(RTO: IVET, 40548)

## DAYS/TIMES

|           |                              |
|-----------|------------------------------|
| Wednesday | 8.30am - 12.00pm (Units 1&2) |
| Wednesday | 12.30pm - 4.00pm (Units 3&4) |

|           |                             |
|-----------|-----------------------------|
| Wednesday | 1.30pm - 5.15pm (Units 1&2) |
| Friday    | 1.30pm - 5.15pm (Units 3&4) |

|           |                             |
|-----------|-----------------------------|
| Wednesday | 9.00am - 3.15pm (Units 1&2) |
| Friday    | 9.00am - 3.15pm (Units 3&4) |

# Health Services Assistance

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Health Care  
 Certificate IV in Medical Practice Assisting  
 Certificate IV in Population Health  
 Diploma of Anaesthetic Technology  
 Diploma of Nursing  
 Diploma of Paramedical Science  
 Bachelor of Health Science  
 Bachelor of Nursing

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Aged or Disability Carer
- Dental Assistant
- Therapy Aide
- Massage Therapist
- Paramedic
- Registered Nurse
- Counsellor
- Occupational Health and Safety Officer
- Dispensary Technician
- Medical Laboratory Assistant
- Occupational Therapist
- Health Promotion Officer



## OVERVIEW

This qualification reflects the role of workers who provide support for the effective functioning of health services. At this level workers complete tasks under supervision involving known routines and procedures or complete routine

but variable tasks in collaboration with others in a team environment. Pathways may include employment in health and ancillary services assistance roles such as food services assistant (hospital), general hand (hospital), ward hand

(hospital) and others. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
 Peter Lalor Secondary College does not offer scored assessment.

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning, Portfolio and Simulated Workplace Tasks.

**Core Units of Competency:**

CHCDIV001 Work with diverse people

HLTAID011 Provide First Aid

HLTINF001 Comply with infection prevention

and control policies and procedures

HLTWHS002 Assist with compliant life and safety practices

BSBMED301 Interpret and apply medical terminology appropriately

HLTHPS006 Assist with client movement

HLTHPS007 Assist with nursing care in acute care settings

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of two VCE VET units at Unit 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored*

*Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

### Structured Workplace Learning:

It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Glenroy College\*  
 (RTO: Mayfield Education, 3938)

Peter Lalor Secondary College  
 Non-scored  
 (RTO: IVET, 40548)

## DAYS/TIMES

Wednesday 1.00pm - 4.00pm (Units 1&2)  
 Units 3&4 in 2028

Wednesday 9.00am - 12.30pm OR  
 1.00pm - 4.30pm (Units 1&2)  
 Friday 9.00am - 12.30pm OR  
 1.00pm - 4.30pm (Units 3&4)

\* On some days, you will attend excursions to Mayfield Education (Hawthorn) to complete practical training in a simulated healthcare setting. These visits are organised by Glenroy College in collaboration with Mayfield Education.

# Conservation and Ecosystem Management

## FURTHER STUDY OPPORTUNITIES

Certificates II and III in Horticulture

Certificate II in Landscaping

Certificate III in Conservation and Ecosystem Management

Certificate III in Horticulture

Certificate IV in Conservation and Ecosystem Management

Diploma of Conservation and Ecosystem Management



## OVERVIEW

If you are interested in building your career in caring for Australia's biodiversity this qualification is for you. Gain the skills and knowledge you need to work outdoors in the conservation and ecosystem management industry. You'll develop practical skills in land and wildlife management, habitat restoration, operating machinery and more! Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Practical Tasks and Projects.

## Core Units of Competency:

AHCWHS201 Participate in work health and safety processes

AHCWRK209 Participate in environmentally sustainable work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Parks and Wildlife Officer
- Pest Management Assistant (Feral Animals)
- Conservation Earthworks Trainee
- Landcare Assistant
- Conservation Project Assistant
- Conservation Earthworks Assistant
- Indigenous Land Management Assistant

## HOST SCHOOL

Bundoora Secondary College  
(RTO: VEG Education, 45732)

## DAY/TIME

Wednesday 9.00am - 1.00pm (Units 1-4)

# Horticulture

## FURTHER STUDY OPPORTUNITIES

Certificate III and IV in Horticulture

Certificate III in Landscape Design

Certificate III in Landscape Construction

Diploma of Horticulture

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Nursery Assistant
- Parks And Gardens Assistant
- Landscape Designer
- Gardening Maintenance
- Sports Turf Farming
- Production Nursery Worker
- Irrigation Specialist



## OVERVIEW

Learn to create a more sustainable environment with the Certificate II in Horticulture. Students will work in a range of gardens, parks and nurseries and learn about plant classification, selection, and identification, as well as weed, pest, and disease control. You will also gain skills in plant propagation, pruning, and revegetation, and gain a solid understanding of the roles farm chemicals, soils, and plant nutrition play in landscaping.

Graduates gain a diverse skillset that allows them to work in a wide range of horticultural enterprises including parks and gardens, landscaping, and plant nurseries.

Students may attain the qualification upon

satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Practical Tasks and Projects.

**Core Units of Competency:**  
AHCWHS201 Participate in work health and safety processes

AHCWRK209 Participate in environmentally sustainable work practice

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Bundoora Secondary College  
(RTO: VEG Education, 45732)

## DAY/TIME

Wednesday 1.00pm – 4.30pm (Units 1-4)

# Landscaping

## FURTHER STUDY OPPORTUNITIES

Certificate III in Horticulture

Certificate III in Landscape Construction

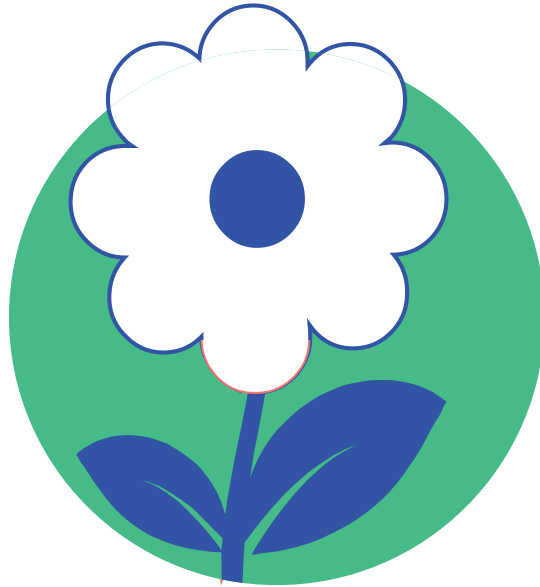
Certificate III in Parks and Gardens

Apprenticeships or traineeships in Landscaping or Horticulture

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Landscaping Assistant
- Garden Labourer
- Parks and Gardens Worker
- Grounds Maintenance Worker



## OVERVIEW

Do you enjoy working outdoors, being active, and creating something you can actually see at the end of the day? The Certificate II in Landscaping is designed for secondary school students who want hands-on skills and a pathway into the landscaping, construction, and horticulture industries. You'll learn how to transform outdoor spaces — from basic garden builds to structural landscaping projects. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

## Assessment Methods:

Observation, Written/Oral Questioning and Simulated Workplace Tasks.

## Core Units of Competency:

AHCLSC206 Assist with landscape construction work

AHCLSC207 Construct low-profile timber or modular retaining walls

AHCLSC208 Install aggregate paths

AHCLSC209 Lay paving

AHCMOM203 Operate basic machinery and equipment

AHCPM204 Recognise plants

AHCPGD207 Plant trees and shrubs

AHCWHS202 Participate in workplace health and safety processes

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE3

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum of 80 hours work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Bundoora Secondary College  
(RTO: VEG Education, 45732)

## DAY/TIME

Thursday

9.00am - 12.30pm (Units 1&2)  
Year 2 in 2028

# Cookery

## FURTHER STUDY OPPORTUNITIES

Certificate III in Commercial Cookery

Certificate III/IV in Patisserie

Certificate IV in Kitchen Management

Bachelor of Culinary Management

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Kitchen Hand
- Catering Assistant
- Fast Food Cook
- Food Preparation Assistant
- Apprentice Chef
- Café or Restaurant Assistant
- Chef or Cook
- Sous Chef
- Catering Manager
- Food and Beverage Supervisor
- Hospitality Business Owner



## OVERVIEW

This program helps students develop a range of transferable and life-skills, that can position them well, to secure part-time employment. Students will be a step ahead of the rest with workplace readiness and have an advantage when applying for jobs within the hospitality sector around the world. On successful completion of this course students will receive a dual qualification – Certificate II in Hospitality and Certificate II in Cookery.

**Course Duration:** 2 years

**Scored Assessment:** Yes

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

### Assessment Methods:

Observations, Written/ Oral Questioning, Project/ Portfolio and Simulated Workplace Tasks.

### Core Units of Competency:

SITHCCC023 Use food preparation equipment

SITHCCC027 Prepare dishes using basic methods of cookery

SITHKOP009 Clean kitchen premises and equipment

SITXFSA005 Use hygienic practices for food safety

SITXWHS005 Participate in safe work practices

SITXINV006 Receive, store and maintain stock

SITXCCS011 Interact with customers

SITXCOM007 Show social and cultural sensitivity

SITXIND003 Work effectively with others

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4

sequence. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

### Structured Workplace Learning:

It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Hazel Glen College  
(RTO: IVET, 40548)

## DAYS/TIMES

Wednesday 8.30am – 12.30pm (Units 1&2)  
Wednesday 1.30pm – 5.30pm (Units 3&4)

**OVERVIEW**

This program is designed to provide students with training and skills to be competent to work in the hospitality industry with a particular focus on commercial cookery. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
Peter Lalor Secondary College does not offer scored assessment.

**COURSE DETAILS**

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning and Simulated Workplace Tasks.

**Core Units of Competency:**

SITHCCC023 Use food preparation equipment

SITHCCC027 Prepare dishes using basic methods of cookery

SITHKOP009 Clean kitchen premises and equipment

SITXFSA005 Use hygienic practices for food safety

SITXWHS005 Participate in safe work practices

SITXINV006 Receive, store and maintain stock

**CREDIT TOWARDS**

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

**REQUIREMENTS****Structured Workplace**

**Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

**FEES**

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

**HOST SCHOOLS**

Eltham College\*  
(RTO: Eltham College, 20412)

Greensborough College  
(RTO: IVET, 40548)

John Fawkner College  
(RTO: IVET, 40548)

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

Peter Lalor Secondary College  
*Non-scored*  
(RTO: IVET, 40548)

St Helena Secondary College  
(RTO: IVET, 40548)

Thornbury High School  
(RTO: IVET, 40548)

**DAYS/TIMES**

Wednesday 4.00pm - 9.30pm OR  
Thursday 4.00pm - 9.30pm (Units 3&4)

Wednesday 1.30pm - 5.15pm (Units 1&2)  
Thursday 1.30pm - 5.15pm (Units 3&4)

Wednesday 2.00pm - 5.00pm (Units 1&2)  
*Units 3&4 in 2028*

Tuesday 8.00am - 12.50pm (Units 3&4)  
Tuesday 1.30pm - 5.00pm (Units 1&2)  
Wednesday 1.30pm - 5.00pm (Units 3&4)

Friday 8.00am - 4.30pm (Units 1&2  
- Sem 1, Units 3&4 - Sem 2)  
*One-year course*

Wednesday 1.30pm - 5.15pm (Units 1&2)  
Thursday 1.30pm - 5.15pm (Units 3&4)

Wednesday 1.00pm - 4.30pm (Units 1&2)  
Thursday 1.00pm - 5.00pm (Units 3&4)

\* Eltham College offers the Certificate II in Hospitality to all Year 1 students. In Year 2, students have the option to transfer and complete the Certificate II in Cookery.

## SIT20421 Certificate II in Cookery

*Partial completion*

### OVERVIEW

This program is designed to provide students with training and skills to be competent to work in the hospitality industry with a particular focus on commercial cookery. Home schools that enrol students in this course need to provide access to additional educational and support services for their students. This is a one-year course. Please contact Peter Lalor Secondary College for further information. Students will receive a Statement of Attainment upon satisfactory completion of all units delivered.

**Course Duration:** 1 year

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

### HOST SCHOOL

Peter Lalor Secondary College  
(RTO: IVET, 40548)

### Assessment Methods:

Written/Oral Questioning, Observation, Role Plays and Simulated Workplace Tasks.

### Core Units of Competency:

SITHCCC023 Use food preparation equipment

SITHCCC027 Prepare dishes using basic methods of cookery

SITHKOP009 Clean kitchen premises and equipment

SITXFSA005 Use hygienic practices for food safety

SITXWHS005 Participate in safe work practices

SITXINV006 Receive, store and maintain stock

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

### VCE/VCE VM: On

completion student will be eligible for credit at VCE Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### DAY/TIME

Wednesday 9.45am - 2.15pm

## Teacher/Trainer Profile: Russell

### Certificate II in Cookery

Peter Lalor Secondary College



The Certificate II in Cookery is a hands-on program that develops students' foundational skills in cooking, food preparation, and safe kitchen practices. I have spent over 20 years working as a chef in the hospitality industry, building experience across a range of venues, which allows me to bring real-world knowledge into the classroom and give students practical insights into how professional kitchens operate. I focus on industry expectations and efficiency, helping students build the skills, confidence, and work ethic needed to succeed in hospitality.

My own journey began when I completed the Certificate II qualification while still at school, which gave me my first

introduction to hospitality and inspired me to complete an apprenticeship as a chef. During my time in industry, I enjoyed training and mentoring apprentices, which showed me how rewarding it is to support others as they develop their skills. That experience led me into VET education, where I now share my industry knowledge and encourage students to explore rewarding careers in hospitality.

In this course, students develop fundamental cooking skills including knife skills, basic cookery techniques and safe food handling practices, along with essential workplace, life, and transferable skills such as communication, teamwork, problem-solving, time management, and organisation. This enables them to work effectively in fast-paced environments, and students are often surprised by how quickly their confidence and abilities grow. The program also provides strong career pathway opportunities, including industry exposure that connects classroom learning to real hospitality environments, supporting transitions into apprenticeships, entry-level employment, and further study opportunities.

My advice to students is to give it a go, even if they are unsure about a long-term career in hospitality, as the skills gained are valuable across any pathway. Teaching VET is highly rewarding, as it allows me to help students build confidence, develop transferable skills, and discover their potential in a supportive, industry-focused environment.

# Hospitality

## FURTHER STUDY OPPORTUNITIES

Certificate III in Hospitality

Certificate IV in Hospitality

Diploma of Hospitality Management

Bachelor of Tourism and Hospitality Management

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Café or Restaurant Worker
- Barista
- Food and Beverage Assistant
- Front of House Staff
- Event or Function Assistant
- Bar Attendant
- Hotel or Accommodation Staff
- Event Coordinator
- Hospitality Manager
- Hospitality Business Owner



## OVERVIEW

This course provides students with the skills and knowledge to work in multiple food and beverage settings within the hospitality industry. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
Bundoora Secondary College does not offer scored assessment.

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation and Written/ Oral Questioning.

**Core Units of Competency:**  
SITXCCS011 Interact with customers

SITXCOM007 Show social and cultural sensitivity

SITXIND003 Work effectively with others

SITXFSA005 Use hygienic practices for food safety

SITXWHS007 Participate in safe work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence*

*without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Bundoora Secondary College  
*Non-scored*  
(RTO: VEG Education, 45732)

Eltham College  
(RTO: Eltham College, 20412)

## DAYS/TIMES

Thursday 9.00am - 12.30pm (Units 1&2)  
*Units 3&4 in 2028*

Monday 4.00pm - 9.30pm OR  
Tuesday 4.00pm - 9.30pm (Units 1&2)  
Wednesday 4.00pm - 9.30pm OR  
Thursday 4.00pm - 9.30pm (Units 3&4)

# Events

## FURTHER STUDY OPPORTUNITIES

- Diploma of Event Management
- Advanced Diploma of Leadership and Management
- Certificate IV in Event Management
- Bachelor of Event Management

## CAREER PATHWAYS:

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Conference assistant
- Event or exhibition administrative assistant
- Event or exhibition assistant
- Event or exhibition operations assistant
- Functions assistant
- Junior event or exhibition coordinator
- Logistics assistant



## OVERVIEW

The course is a foundational qualification designed for individuals looking to enter the diverse and fast-paced events industry. This course provides the essential skills required to support the planning and execution of various events, ranging from corporate conferences and exhibitions to sporting events and festivals. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years  
**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning and Simulated Workplace Tasks.

## Core Units of Competency:

- BSBTWK201 Work effectively with others
- SITEEVT020 Source and use information on the events industry
- SITEEVT022 Provide event production support
- SITXCCS014 Provide service to customers
- SITXCOM007 Show social and cultural sensitivity
- SITXWHS005 Participate in safe work practices

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE3

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOL

Mernda Central College  
*(RTO: AIET, 121314)*

## DAYS/TIMES

Wednesday 12.30pm - 4.30pm (Units 1&2)  
*Units 3&4 in 2028*

# Information Technology

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Information Technology, specialising in Networking or Support

Diploma of Information Technology

## CAREER PATHWAYS

This qualification equips individuals with the necessary skills and knowledge to excel in various technical roles within the information and communications technology (ICT) field. It encompasses a diverse set of technical ICT skills, opening up numerous career pathways within the industry. Graduates will attain a high level of proficiency as advanced ICT users, capable of supporting IT operations across a broad spectrum of areas such as technical support, network administration, web technologies, software applications, and digital media technologies.



## ICT30120 Certificate III in Information Technology

### OVERVIEW

This course is designed to provide students with the skills and knowledge to be competent in introductory ICT technical functions. You will learn to support information activities in the workplace and to achieve a degree of self-sufficiency as an advanced IT user. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning, Portfolio and Simulated Workplace Tasks.

### HOST SCHOOLS

John Fawcner College  
(RTO: IVET, 40548)

Templestowe College  
(RTO: IVET, 40548)

### Core Units of Competency:

BSBXTW301 Work in a team

BSBXCS303 Securely manage personally identifiable information and workplace information

BSBCRT301 Develop and extend critical and creative thinking skills

ICTPRG302 Apply introductory programming techniques

ICTSAS305 Provide ICT advice to clients

ICTICT313 Identify IP, ethics and privacy policies in ICT environments

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4

sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that student undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### DAYS/TIMES

Wednesday 2.00pm - 5.00pm (Units 1-4)

Wednesday 2.00pm - 5.00pm (Units 1-4)

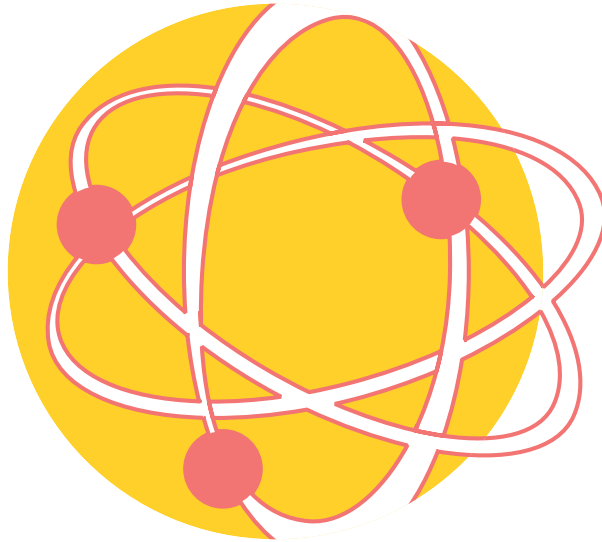
# Integrated Technologies

## FURTHER STUDY OPPORTUNITIES

The Certificate II in Integrated Technologies (Pre-vocational) offers a pathway to TAFE and higher education, and it may lead directly to employment. Courses available include:

- Certificate III in Data and Voice Communications
- Certificate IV in Electrical Renewable Energy
- Diploma of Engineering Technology (Mechatronic Engineering)
- Diploma of Renewable Energy Engineering

This program provides an excellent foundation for advancing into higher qualifications in Electrotechnology, Information Technology, Telecommunications, Engineering, and Mechatronics.



## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Computer Systems Engineer (Tertiary Level Study)
- Engineer
- Telecommunications Technician
- Mechatronics System Engineer (Advanced Manufacturing)
- Computer Networking Technician
- Information Technology Paraprofessional

## 22586VIC Certificate II in Integrated Technologies (Pre-vocational) *This course is subject to change in 2027*

### OVERVIEW

This course is a practical and theoretical training in the knowledge and skills in the electrotechnology, information technology and telecommunications industries. The course is an introduction to electrotechnology and may include an introduction to the NBN or computer networking industries. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations and Project/Portfolio.

### HOST SCHOOL

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

### Core Units of Competency:

UEECD0007 Apply work health and safety regulations, codes and practices in the workplace

VU23109 Prepare to work in an integrated technologies environment

VU23110 Use routine work practices in an integrated technologies environment

VU23111 Apply electrotechnology knowledge and skills in integrated technologies work

VU23112 Use Computer Aided Drafting and Design software applications in integrated technologies work

VU23113 Carry out an integrated technologies project

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET

units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### DAYS/TIMES

Wednesday 1.30pm - 5.30pm (Units 1&2)  
Thursday 1.30pm - 5.30pm (Units 3&4)

# Laboratory Skills

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Laboratory Techniques

Diploma of Laboratory Technology

Advanced Diploma of Laboratory Management

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Support Staff to Scientists in Research, Education and Industry
- Laboratory Assistant/Manager
- Laboratory Technician
- Laboratory Attendant
- Instrument Operator
- Senior Technician



## MSL30122 Certificate III in Laboratory Skills

### OVERVIEW

This course provides students with the necessary knowledge and skills associated with the day-to-day operation of a laboratory and associated technical tasks such as sampling and testing. Units 1&2 of the program include recording and presenting data, planning and conducting laboratory/field work, maintaining the laboratory fit for purpose, with electives such as performing basic tests and assisting with fieldwork included.

Units 3&4 offer scored assessment and incorporate units such as performing aseptic techniques, contributing to the achievement of quality objectives, preparing working solutions and performing microscopic examinations. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning and Simulated Workplace Tasks.

**Core Units of Competency:**

MSL91301 Communicate with other people

MSL92201 Record and present data

MSL94302 Participate in laboratory or field workplace safety

MSL97304 Perform basic tests

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level,

and a VCE VET Unit 3-4 sequence.

*Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

Mill Park Secondary College  
(RTO: AIET, 121314)

### DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1-4)

# Music

## FURTHER STUDY OPPORTUNITIES

Certificate IV in Music

Diploma of Music

Advanced Diploma of Music

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Musician
- Music Technician
- Singer
- Songwriter
- Stage Producer
- Music Editor
- Director
- Stage Manager
- Digital Audio Technician
- Sound Engineer
- Broadcaster
- Music Editor
- Sound and Lighting Technician



## CUA30920 Certificate III in Music (Creation and Composition)

### OVERVIEW

This unique course focuses on developing the skills and techniques used in electronic music-making. Facilitated by music industry professionals, this course offers a unique opportunity for senior students to learn the tools and methods commonly used by professionals in the music industry and in higher education music programs. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Portfolio of Musical Work, Observation and Written Reflections.

**Units of Competency:**

CUAMCP211 Incorporate technology into music making

CUASOU212 Perform basic sound editing

CUAMCP313 Create simple musical pieces using music technology

CUAMCP311 Create simple musical compositions

CUAIND314 Plan a career in the creative arts industry

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3–4 sequences.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Sydney Road Community School  
(RTO: COSAMP, 41549)

### DAY/TIME

Wednesday 1.30pm – 5.00pm (Units 1-4)

## CUA30920 Certificate III in Music (Performance)

### OVERVIEW

Students undertake a wide range of activities related to music performance including song writing, improvisation, developing repertoire, musicianship, accompaniment and group work, investigation of genre and development of stagecraft. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations, Project/Portfolio and Performance.

### Core Units of Competency:

CUAWHS302 Apply Work Health and Safety practices

CUAMUS301 Develop and maintain industry knowledge

CUASOU306 Operate professional audio equipment

CUASOU307 Record and mix a basic audio production

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3–4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without*

*first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

### DAYS/TIMES

|  |           |   |
|--|-----------|---|
| Hazel Glen College<br>(RTO: COSAMP, 41549)                     | Wednesday | 1.30pm - 5.30pm (Units 1&2)<br>Unit 3&4 in 2028 |
| Lalor North Secondary College*<br>(RTO: COSAMP, 41549)         | Wednesday | 11.20am - 4.00pm (Units 1-4)                    |
| Northern College of the Arts & Technology<br>(RTO: NCAT, 6736) | Wednesday | 9.00am - 12.30pm (Units 1&2)                    |
|  | Wednesday | 1.30pm - 5.00pm (Units 3&4)                     |

\* Lalor North Secondary College will deliver Certificate II in Music (Partial completion) in Year 1 and Certificate III in Music (Partial completion) in Year 2.

## CUA30920 Certificate III in Music (Sound Production)

### OVERVIEW

This course is a pathway for students into a career or further study embracing their passion for music and audio. It provides a broad basis of industry knowledge and skills that can be applied in multiple life and work experiences. Students work as a class and in small groups to complete practical projects, written work and computer tasks. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations, Project/

Portfolio and Performance.

### Core Units of Competency:

CUAWHS302 Apply Work Health and Safety practices

CUAMUS301 Develop and maintain industry knowledge

CUASOU306 Operate professional audio equipment

CUASOU307 Record and mix a basic audio production

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3–4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing*

*Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** To enrol in the Certificate III in Music (Sound Production) at the NCAT, students must successfully complete an audition demonstrating foundational music skills.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

### DAYS/TIMES

|   |           |                             |
|---|-----------|-----------------------------|
| Northern College of the Arts & Technology<br>(RTO: NCAT, 6736)      | Wednesday | 1.30pm - 5.00pm (Units 1&2) |
|   | Wednesday | 9.00am - 12.30pm OR         |
| Parade College<br>(Bundoora campus)<br>(RTO: Parade College, 40750) | Thursday  | 1.30pm - 5.00pm (Units 3&4) |
|   | Tuesday   | 1.30pm - 5.00pm (Units 1&2) |
|   | Wednesday | 1.30pm - 5.00pm (Units 3&4) |

# Musical Instrument Making and Maintenance

## FURTHER STUDY OPPORTUNITIES

Certificate III in Furniture Making

Certificate IV in Musical Instrument Making and Repair

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Work within music, theatre repair and design for quality musical instruments
- Retail in musical instruments
- Manufacturing of musical instruments
- Replicating period instruments for period music
- Touring music group technician
- Maintaining music instruments in store



## 22701VIC Certificate III in Musical Instrument Making and Maintenance

### OVERVIEW

This qualification provides students with the skills and knowledge to design, make and maintain quality musical instruments. Instruments students make include; percussion (stomp box, cajon and xylophone), solid electric guitar, folk wind instruments, tenor ukulele and a traveller guitar.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations and Project/Portfolio.

### Core Units of Competency:

MSMENV272 Participate in environmentally sustainable work practices

MSMSUP102

Communicate in the workplace

MSMSUP106 Work in a team

MEM13014A Apply principles of occupational health and safety in the work environment

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

**ATAR:** A student who achieves a non-scored Unit 3/4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE3

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOL

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

### DAY/TIMES

Wednesday 9.00am - 12.30pm (Units 1&2)  
1.30pm - 5.00pm (Units 3&4)

# Plumbing

## FURTHER STUDY OPPORTUNITIES

Certificate III in Plumbing  
Certificate IV in Plumbing and Services

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Building Supervisor
- Plumbing Inspector
- Hydraulics Consultant
- Purchasing Officer
- Estimator
- Technical and Sales Representative
- Building Contract Administrator
- Building and Construction Manager
- Technical Teacher



## OVERVIEW

This program provides students with pre-vocational training in the plumbing industry. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observation and Project/Portfolio.

**Core Units of Competency:**

VU23046 Use basic plumbing hand tools

## 22701VIC Certificate II in Plumbing (Pre-apprenticeship)

VU23047 Use basic power tools

VU23048 Fabricate simple plumbing pipe systems

VU23049 Apply basic sheet metal practices

VU23050 Identify career pathways in the plumbing industry

**Use of External Providers:** First Aid training (HLTAID011 Provide First Aid) for students enrolled at Northern College of the Arts & technology is delivered on-site by 1 SDO Training Pty Ltd (RTO 41558).

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## HOST SCHOOLS

Northern College of the Arts & Technology  
(RTO: NCAT, 6736)

Outer Northern Trade Training Centre  
(RTO: AIET, 121314)

Parade College (Bundoora campus)  
(RTO: Parade College, 40750)

Parade College (Preston campus)

## DAYS/TIMES

|           |   |
|-----------|---|
| Wednesday | 8.30am - 12.30pm OR<br>1.30pm - 5.30pm (Units 1&2)  |
| Thursday  | 1.30pm - 5.30pm (Units 3&4)                         |
| Tuesday   | 12.30pm - 4.30pm (Units 1&2)                        |
| Wednesday | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 1&2) |
| Friday    | 8.00am - 12.00pm OR<br>12.30pm - 4.30pm (Units 3&4) |
| Monday    | 7.30am - 3.15pm (Units 1&2)                         |
| Tuesday   | 1.30pm - 5.30pm (Units 1-4)                         |
| Wednesday | 7.30am - 3.15pm (Units 1-4)                         |
| Thursday  | 7.30am - 3.15pm (Units 1&2)                         |
| Wednesday | 7.30am - 3.15pm (Units 1&2)                         |
| Friday    | 7.30am - 3.15pm (Units 1&2)                         |

# Sport and Recreation

## FURTHER STUDY OPPORTUNITIES

Certificate III in Sport, Aquatics and Recreation

Certificate III in Fitness

Certificate III - IV Sport Coaching

Certificate III in Sport and Recreation

Diploma of Sport

Coaching qualifications with National Sporting Organisations

## CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Assistant Sports Recreation Officer
- Assistant Sports Administration
- Assistant Sports Coach
- Sports Coaching
- Community sport coaching



## OVERVIEW

This course will provide you with a solid background in the sport and recreation industry, making it an excellent choice for those who plan to pursue careers such as sports administrators, recreation officers, or coaches or work as an assistant to a sports coach or in a sport and recreation facility.

Home schools enrolling students in this course with Croxton School or Peter Lalor Secondary College must provide access to additional educational and support services. Please contact the relevant Host school for further information.

Students may attain the qualification upon satisfactory completion of all units.

Students enrolled in Peter Lalor Secondary College

## HOST SCHOOLS

Croxton School  
(RTO: IVET, 40548)

Lalor North Secondary College  
(RTO: Savile, 45452)

Peter Lalor Secondary College  
(RTO: IVET, 40548)

will attain a Statement of Attainment upon satisfactory completion of all units delivered.

**Course Duration:** 1 year  
**Scored Assessment:** No

## COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written/Oral Questioning, Observation, Role Play and Simulated Workplace Tasks.

**Core Units of Competency:** HLTAID011 Provide First Aid

SISXCAI001 Provide equipment for activities

SISXIND006 Conduct sport, fitness or recreation events

SISXWHS001 Participate in workplace health and safety

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** On completion students will be eligible for credit at VCE Units 1&2 level.

**ATAR:** No contribution is available.

**VASS:** VE1

## REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

## FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## DAYS/TIMES

Friday 10.00am - 2.00pm (Units 1&2)

Wednesday 12.30pm - 4.00pm (Units 1&2)

Wednesday 9.45am - 2.15pm (Partial completion)

## SIS20321 Certificate II in Sport Coaching

### OVERVIEW

This course will provide Certificate II in Sport Coaching addresses the growing demand for qualified coaches in community sport. Students develop essential coaching and communication skills through practical, real-world experiences that enhance both their employability and contribution to community sports. This qualification provides students with meaningful pathways to employment, volunteer opportunities, and further education while fostering leadership skills applicable across multiple careers. This program builds confidence and capability in students passionate about sport while meeting industry needs for qualified coaching personnel. Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 1 year

**Scored Assessment:** No

### COURSE DETAILS

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Observation, Written/Oral Questioning and Simulated Workplace Tasks.

**Core Units of Competency:**  
HLTAID011 Provide First Aid

SIRXWHS001 Work safely

SISSPAR009 Participate in conditioning for sport

SISSSCO001 Conduct sport coaching sessions with foundation level participants

SISSSCO002 Work in a community coaching role

SISSSOF002 Continuously improve officiating skills and knowledge

SISXFAC006 Maintain activity equipment

### CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** This course provides credit at VCE units 1-2 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 1, 2, 1 and 2 up to a maximum of six VCE units.

**ATAR:** No contribution is available.

**VASS:** VE3

### REQUIREMENTS

**Structured Workplace Learning:** It is strongly recommended that students undertake a minimum of 80 hours work placement.

**Prerequisites:** No prerequisites required.

### FEES

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

### HOST SCHOOLS

Epping Secondary College  
(RTO: IVET, 40548)

### DAYS/TIMES

Wednesday 8.30pm - 12.00pm (Units 1&2)

## Student Profile | Sammy Certificate II in Plumbing

Home/Host school: Diamond Valley College/ Outer Northern Trade Training Centre



I am a Year 10 student at Diamond Valley and I am completing a Certificate II in Plumbing through the Outer Northern Trade Training Centre. I became interested in plumbing after hearing about the experiences of someone already working in the trade. I have always enjoyed hands-on learning, and plumbing felt like the perfect opportunity to build practical skills while preparing for a future career.

The best part of my VET course is the hands-on learning. Each week I get to try new tasks and develop real skills that can be used in the workplace. I enjoy seeing the results of my work and learning alongside classmates who share similar interests. The course has given me confidence and helped me feel part of a supportive team environment.

Through the course, I have learnt a range of practical plumbing skills, including measuring, cutting, and joining pipework, understanding plumbing systems, and using tools safely and correctly. I have also developed teamwork, communication, and problem-solving skills that will help me in any workplace.

One of my biggest challenges has been the theory work because English is my second language. Sometimes it takes me longer to understand questions and terminology, but I work hard by taking notes, practising at home, and asking for help when needed. This has helped me become more disciplined and confident.

I also completed Structured Workplace Learning, where I applied my classroom learning in a real work environment. This experience confirmed that plumbing is the right career path for me.

My goal is to complete a plumbing apprenticeship and eventually own my own plumbing business. Overall, VET has been one of the most positive parts of my education and has helped me develop confidence, resilience, and a strong work ethic.

**FURTHER STUDY OPPORTUNITIES**

Certificate IV in Sport, Aquatics and Recreation

Certificate IV in Outdoor Leadership

Certificate IV in Sport Coaching

Certificate IV in Sport Development

Diploma of Sport, Aquatics and Recreation Management

University – Exercise and Sport Science, Exercise Physiology, Sport Management, Health and Physical Education

**CAREER PATHWAYS**

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Coach
- Exercise Physiology
- Fitness Instructor/ Personal Trainer
- Outdoor Education Instructor
- Community Sports Manager
- Physical Education Teacher



**OVERVIEW**

The aim of the program is to provide specific skills and knowledge to work in the areas of sport and recreation. Leadership, organisational and specialist activity skills will be developed through theory and practical sessions.

Students may attain the qualification upon satisfactory completion of all units.

**Course Duration:** 2 years

**Scored Assessment:** Yes  
Peter Lalor Secondary College does not offer scored assessment.

**COURSE DETAILS**

**Delivery Mode:** Face to face onsite at the Host school(s).

**Assessment Methods:** Written, Practical Tasks, Observations, Project, Simulated Workplace Tasks and Group Work.

**Core Units of Competency:**

HLTAID011 Provide First Aid

BSBPEF301 Organise personal work priorities and development

SISXCAI009 Instruct exercise to older clients

SISXIND009 Respond to interpersonal conflict

SISXWHS002 Facilitate workplace health and safety

**Use of External Providers:**

First Aid training (HLTAID011 Provide First Aid) for students enrolled at Northern College of the Arts & Technology is delivered on-site by ABC First Aid (RTO 3399).

**CREDIT TOWARDS**

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** Recognition of up to three VCE VET units at Units 1&2 level,

and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

**ATAR:** Scored assessment is available for this course.

**VASS:** VE1

**REQUIREMENTS**

**Structured Workplace Learning:**

It is strongly recommended that students undertake a minimum 80 hours of work placement.

**Prerequisites:** No prerequisites required.

**FEES**

Please speak with your VET Coordinator for further information, including any applicable fees and whether a uniform is required.

## SIS30122 Certificate III in Sport, Aquatics and Recreation *Cont.*

| HOST SCHOOLS   | DAYS/TIMES |   |
|--|------------|---|
| Greensborough Secondary College<br>(RTO: Savile, 45452)                    | Wednesday  | 1.30pm - 5.15pm (Units 1&2)                       |
|  | Thursday   | 1.30pm - 5.15pm (Units 3&4)                       |
| Mernda Central College<br>(RTO: Savile, 45452)                             | Wednesday  | 12.15pm - 4.15pm (Units 1&2)<br>Units 3&4 in 2028 |
| Mill Park Secondary College<br>(Middle Years campus)<br>(RTO: IVET, 40548) | Wednesday  | 1.30pm - 5.00pm (Units 1-4)                       |
| Northern College of the Arts & Technology<br>(RTO: NCAT, 6736)             | Wednesday  | 9.00am - 12.30pm (Units 3&4)                      |
|  | Wednesday  | 1.30pm - 5.00pm (Units 1&2)                       |
| Parade College<br>(Bundoora campus)<br>(RTO: Parade College, 40750)        | Thursday   | 1.30pm - 5.00pm (Units 1-4)                       |
| Peter Lalor Secondary College<br><i>Unscored**</i><br>(RTO: IVET, 40548)   | Wednesday  | 9.00am - 3.00pm (Units 1&2)                       |
|  | Friday     | 9.00am - 3.00pm (Units 3&4)                       |
| Wollert Secondary College*<br>(RTO: IVET, 40548)                           | Wednesday  | 12.30pm - 4.30pm (Units 1&2)<br>Units 3&4 in 2028 |

\* Upon successful completion, students enrolled at Wollert Secondary College will receive a Certificate II in Sport and Recreation and a Certificate III in Sport, Aquatics and Recreation.

\*\* Students enrolled at Peter Lalor Secondary College will not receive a contribution towards an ATAR.

## Teacher/Trainer Profile: Alex

### Certificate II in Plumbing

Outer Northern Trade Training Centre (ONTTC)



After many years working in the plumbing industry, I decided to transition into education so I could give back and help develop the next generation of tradespeople. To support this, I completed a Bachelor of Education, allowing me to combine my industry experience with effective teaching strategies.

My approach to teaching is grounded in real-world expectations. I run my classes like a job site, where quality, effort, and attitude matter. I want students to leave the program not only with practical skills, but with the confidence and work ethic needed to succeed in the workplace.

In this course, students gain hands-on experience in essential plumbing skills,

including using tools safely, installing systems, and understanding industry standards. I also place a strong focus on employability skills such as teamwork, communication, problem-solving, and time management—skills that are critical in any industry.

Students are often surprised by both the level of expectation and how quickly they improve through practical learning. Many build confidence as they realise what they are capable of achieving in a hands-on environment.

Through Structured Workplace Learning and exposure to real industry practices, students have the opportunity to build connections and explore clear pathways into apprenticeships and employment.

I'm passionate about supporting all learners, particularly those who thrive in a practical setting. I set high expectations, but I also provide the support students need to meet them. My goal is to help every student build confidence, independence, and a strong foundation for their future.

This course is hands-on and rewarding, but you get out what you put in. A strong attitude and willingness to learn will set you up for success.

By focusing on both trade and life skills, I aim to ensure every student leaves the program work-ready and prepared for a career in plumbing or the broader construction industry.

# School-Based Apprenticeships and Traineeships

A School-Based Apprenticeship and Traineeship (SBAT) is available to secondary school students who are over 15 years old and enrolled in years 10, 11 or 12. A SBAT combines regular school attendance with a minimum of 13 hour per week engaged in employment and training.

## BENEFITS OF AN SBAT:

Undertaking SBAT enables a student to:

- incorporate vocational training and work into their secondary education;
- achieve significant progress towards, or completion of a trade or vocational qualification;
- complete the VCE, VCE VM, or VPC;
- gain valuable knowledge and hands-on experience in their chosen field; and
- start earning money.

## WHO IS ELIGIBLE TO UNDERTAKE AN SBAT?

SBATs are open to students who are:

- at least 15 years of age;
- enrolled in either the VCE, VCE VM or VPC; and
- an Australian citizen or permanent resident\*.

*\*In certain cases, select non-citizens holding a Bridging Visa E, Temporary Protection Visa or Safe Haven Enterprise Visa may be eligible to undertake a VTG subsidised SBAT.*

CPC30220 Certificate III in Carpentry (SBAT)  
CPC32420 Certificate III in Plumbing (SBAT)

## OVERVIEW

The Certificate III in Carpentry (SBAT) is designed for students wishing to enter the building and construction industry as a carpenter. Students are taught a range of building modules from the carpentry stream. This course is a partial completion of the certificate.

The Certificate III in Plumbing (SBAT) is a trade qualification for plumbers in residential, industrial and commercial workplaces who are responsible for

assembling, installing and maintaining water services, sanitary plumbing and sanitary drainage, gas, roofing and mechanical services in both existing and new constructions.

Both SBATs are delivered over a three-year period. Students must participate in at least one day of work and one day of training each week, as well as attend a block week of training each term. Students are responsible for securing their own employer.

## CREDIT TOWARDS

**VPC:** Each completed 90-hour block of VET equals one VPC credit.

**VCE/VCE VM:** This program may provide credit at VCE Units 1-4 level.

**ATAR:** A student who achieves a non-scored Unit 3-4 sequence from this program may be eligible for a 10% increment.

**VASS:** VE2

## CPC30220 Certificate III in Carpentry (SBAT)

### HOST SCHOOL

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

### DAY/TIME

Friday 7.00am - 3.00pm (1st, 2nd and 3rd year)  
*Plus, one day of work per week*

## CPC32420 Certificate III in Plumbing (SBAT)

### HOST SCHOOL

Parade College  
(Bundoora campus)  
(RTO: Parade College, 40750)

### DAY/TIME

Friday 7.00am - 3.00pm (1st, 2nd and 3rd year)  
*Plus, one day of work per week*


# NMVC Member Schools

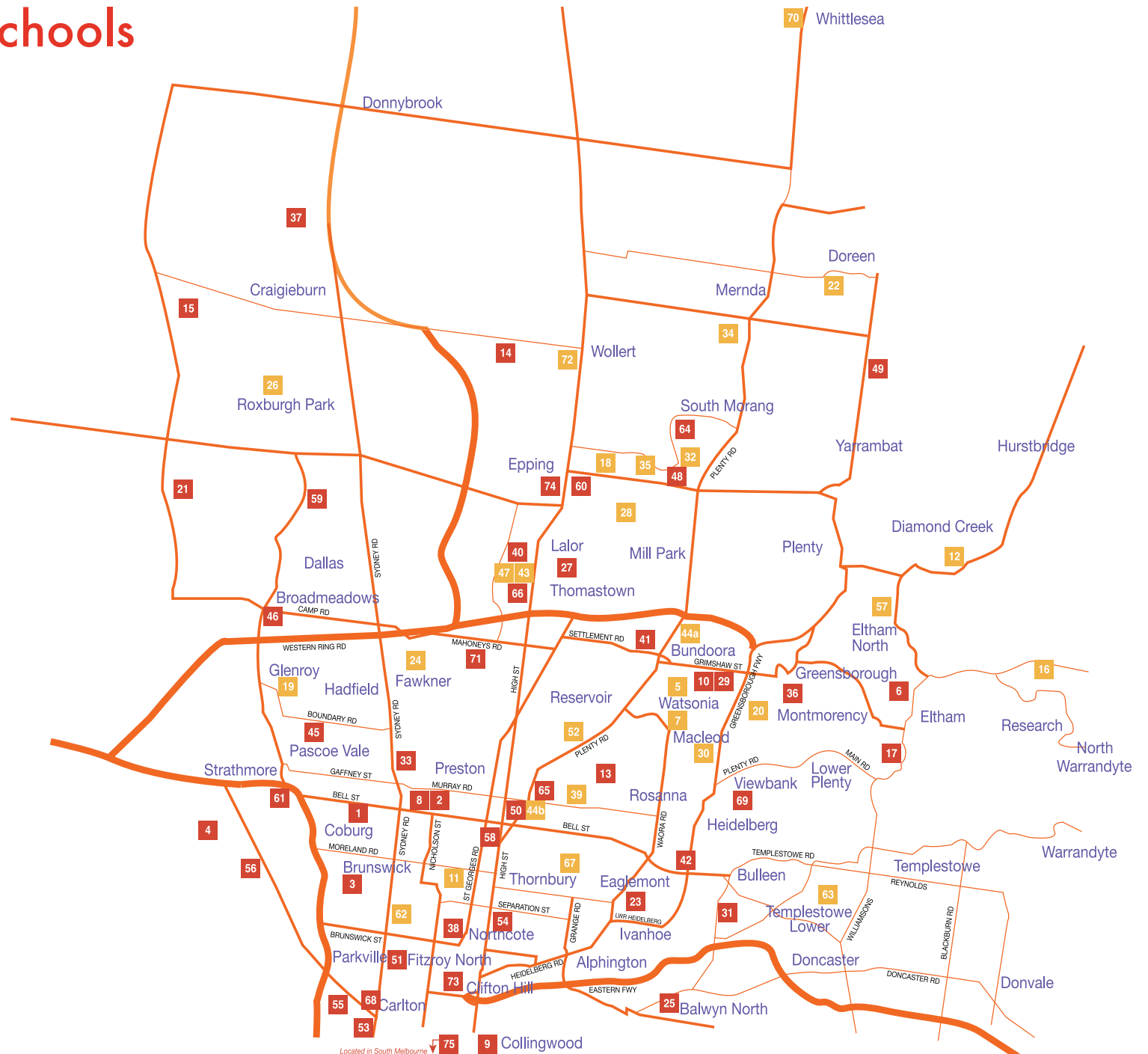
The NMVC was established in 2006 to enable the sharing of resources in the organisation and delivery of VDSS programs. The Cluster works with employers, industry, TAFEs, and Registered Training Organisations (RTOs) to increase access to VET programs across the region.

The NMVC is a consortium of secondary schools that has joined forces to improve the provision of VET programs in the northern region of Melbourne.

The NMVC is a self-funded/facilitated model supported by member schools based on an annually reviewed membership fee.

The NMVC is supported by the Local Learning Employment Networks (Inner Northern LLEN, Hume Whittlesea LLEN and Banyule Nillumbik LLEN).

 Host school



# NMVC Member Schools

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1. Antonine College
2. Bindjiroo Yalak Community School
3. Brunswick Secondary College
4. Buckley Park Secondary College
5. Bundoora Secondary College – H
6. Catholic Ladies College
7. Charles La Trobe College – H
8. Coburg High School
9. Collingwood College
10. Concord School
11. Croxton School – H
12. Diamond Valley College – H
13. East Preston Islamic College
14. Edgars Creek Secondary College
15. Elevation Secondary College
16. Eltham College – H
17. Eltham High School
18. Epping Secondary College – H
19. Glenroy College – H
20. Greensborough College – H
21. Greenvale Secondary College
22. Hazel Glen College – H
23. Ivanhoe Girls' Grammar School
24. John Fawkner College – H
25. Kew High School
26. Kolbe Catholic College - H
27. Lalor Secondary College
28. Lalor North Secondary College – H
29. Loyola College
30. Macleod College – H
31. Marcellin College
32. Marymede Catholic College – H
33. Mercy College
34. Mernda Central College – H
35. Mill Park Secondary College – H
36. Montmorency Secondary College
37. Mount Ridley College
38. Northcote High School
39. Northern College of the Arts & Technology – H
40. Northern School for Autism
41. Northside Christian College
42. Our Lady of Mercy College
43. Outer Northern Trade Training Centre – H
- 44.a. Parade College Bundoora Campus – H
- 44.b. Parade College Preston Campus – H
45. Pascoe Vale Girls College
46. Penola Catholic College
47. Peter Lalor Secondary College – H
48. Plenty River College
49. Plenty Valley Christian College
50. Preston High School
51. Princes Hill Secondary College
52. Reservoir High School – H
53. Saints College
54. Santa Maria College
55. St Aloysius College
56. St Columba's College
57. St Helena Secondary College – H
58. St John's College
59. St Mary's Coptic Orthodox College
60. St Monica's College
61. Strathmore Secondary College
62. Sydney Road Community School - H
63. Templestowe College – H
64. The Lakes South Morang College
65. The Pavilion School
66. Thomastown Secondary College
67. Thornbury High School – H
68. University High School
69. Viewbank College
70. Whittlesea Secondary College – H
71. William Ruthven Secondary College
72. Wollert Secondary College - H
73. Wurun Senior Campus
74. Y Community School
75. Youth2Industry College

H = Host school



FURTHER INFORMATION  
ABOUT VET CAN BE  
FOUND AT  
[vcaa.vic.edu.au/  
curriculum/vet/vet](http://vcaa.vic.edu.au/curriculum/vet/vet)

FURTHER INFORMATION  
ABOUT THE  
NORTHERN  
MELBOURNE VET  
CLUSTER, MEMBER  
SCHOOLS AND AN  
ELECTRONIC VERSION  
OF THIS HANDBOOK  
CAN BE FOUND AT  
[nmvc.vic.edu.au](http://nmvc.vic.edu.au)

LEARNING THAT WORKS  
**NORTHERN  
MELBOURNE  
VET CLUSTER**