

trade
service
creative
technology

2025

MVC
MULLUM VET CLUSTER

Vocational Education and Training Delivered to Secondary

VCE VET program chart



VCE VET Program	VET Qualification	Units 1 & 2	Units 3 & 4	Scored	Non-scored
Agriculture, Horticulture, Conservation and Ecosystem Management	Certificate II in Agriculture	✓	✓	✓	✓
	Certificate II in Horticulture	✓	✓	✓	✓
Animal Care	Certificate II in Conservation and Ecosystem Management	✓	✓	✓	✓
	Certificate II in Animal Care	✓	✓	✓	✓
Applied Fashion Design and Technology	Certificate II in Applied Fashion Design and Technology	✓	✓	✓	✓
	Certificate II in Applied Language	✓	✓	✓	✓
Automotive	Certificate III in Applied Language	✓	✓	✓	✓
	Certificate II in Automotive Vocational Preparation	✓	✓	✓	✓
Building and Construction	Certificate II in Building and Construction Pre-apprenticeship	✓	✓	✓	✓
	Certificate II in Construction Pathways	✓	✓	✓	✓
Business	Certificate II in Workplace Skills	✓	✓	✓	✓
	Certificate III in Business	✓	✓	✓	✓
Cisco	CISCO CCNA v7	✓	✓	✓	✓
Civil Infrastructure	Certificate II in Civil Construction	✓	✓	✓	✓
	Certificate II in Active Volunteering	✓	✓	✓	✓
Community Services	Certificate II in Community Service	✓	✓	✓	✓
	Certificate III in Community Services	✓	✓	✓	✓
Creative and Digital Media	Certificate III in Early Childhood Education and Care	✓	✓	✓	✓
	Certificate II in Creative Industries	✓	✓	✓	✓
Dance	Certificate III in Screen and Media	✓	✓	✓	✓
	Certificate II in Dance	✓	✓	✓	✓
Electrical Industry	Certificate III in Dance	✓	✓	✓	✓
	Certificate II in Electrotechnology Studies (Pre-vocational)	✓	✓	✓	✓
Engineering Studies	Certificate II in Electrotechnology (Career Start)	✓	✓	✓	✓
	Certificate II in Engineering Studies	✓	✓	✓	✓
Equine Studies	Certificate III in Engineering Studies	✓	✓	✓	✓
	Certificate III in Equine Studies	✓	✓	✓	✓
Furnishing	Certificate II in Furniture Making Pathways	✓	✓	✓	✓
	Certificate II in Retail Cosmetics	✓	✓	✓	✓
Hair and Beauty	Certificate II in Salon Assistant	✓	✓	✓	✓
	Certificate III in Beauty Services	✓	✓	✓	✓
Health	Certificate III in Make-Up	✓	✓	✓	✓
	Certificate II in Health Support Services	✓	✓	✓	✓
Hospitality	Certificate III in Allied Health Assistance	✓	✓	✓	✓
	Certificate III in Health Services Assistance	✓	✓	✓	✓
Information and Communications Technology	Certificate II in Hospitality	✓	✓	✓	✓
	Certificate II in Kitchen Operations	✓	✓	✓	✓
Integrated Technologies	Certificate II in Applied Digital Technologies	✓	✓	✓	✓
	Certificate III in Information Technology	✓	✓	✓	✓
Laboratory Skills	Certificate II in Integrated Technologies	✓	✓	✓	✓
	Certificate III in Laboratory Skills	✓	✓	✓	✓
Music	Certificate II in Music	✓	✓	✓	✓
	Certificate III in Music	✓	✓	✓	✓
Plumbing	Certificate II in Plumbing (Pre-apprenticeship)	✓	✓	✓	✓
	Certificate II in Small Business (Operations/Innovation)	✓	✓	✓	✓
Sport and Recreation	Certificate II in Outdoor Recreation	✓	✓	✓	✓
	Certificate II in Sport and Recreation	✓	✓	✓	✓
Visual Arts	Certificate III in Sport and Recreation	✓	✓	✓	✓
	Certificate II in Visual Arts	✓	✓	✓	✓
	Certificate III in Visual Arts	✓	✓	✓	✓

Please note that although Box Hill Institute and Swinburne University of Technology programs are advertised in this Handbook, they are not available for application through the Mullum VET Cluster portal for 2025.

Applications for their courses need to be a direct enrolment to BHI and SUOT.

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what is VET?

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

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

Features of VET

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

How does VET Work?

A VET program is usually made up of:

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

Contribution to the VCE, VM, VPC and VCAL

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

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

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

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

VCE VET Programs:

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

either as one of the primary four studies or as a fifth or sixth study.

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

Block Credit VET Programs

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

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

VET Increases Students' Learning Potential

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

VET Gives National Qualifications and Skills

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

VET Prepares Students for the Workforce

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



how to use this handbook

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

Disclaimer:

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

VET Course Requirements

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

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

according to the purchase of training hours, the materials required by students to complete the program, uniforms, trade materials, transport, books and equipment required. **NB:** There is a deadline of when students need to be withdrawn from their course before incurring costs, usually the first Friday in March.

7. **Unique Student Identifier Number (USI number)** - Since 2015, school students participating in nationally recognised accredited training will require a Unique Student Identifier (USI). The USI will provide students with the ability to obtain a complete record of their Vocational Education and Training (VET) enrolments and achievements from a single online source. Students often need to provide evidence of their academic achievements, for example when applying for a job or to undertake further study. The USI enables students to obtain a full transcript of all of the accredited VET training they have undertaken from the time the USI comes into effect, or an extract of it that shows the particular achievements they want it to. A student must provide their USI number to their Home School on application. The VET training provider must also be presented with the USI number if the student is to receive a statement of attainment or qualification. While students can apply for their own USI, **schools** can also apply on behalf of students with the student's permission. Suggested forms of ID for young students would be a Medicare number, Australian Birth Certificate or Citizenship Certificate. Further information about the USI will be provided by your school's VET Coordinator and is also available at: <https://www.usi.gov.au/> - see Application form.
8. **Structured Workplace Learning** - Structured Workplace Learning is a key feature of VET programs that supports the gaining of skills and knowledge. SWL involves an employer accepting a student on a one day a week basis or a week block basis, enabling the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will have specific tasks to undertake to demonstrate competence. The student will be regularly monitored and may be assessed on the job. **NB:** all required documentation can be sourced from the Home School.
9. **Reports** - All students undertaking a Mullum VET Cluster program will receive an official written report indicating their progress in the program. These reports are issued by the training providers to the student's Home School and will include information on completed competencies, student learning, attendance and behaviour. Parents will receive a copy of these reports in Term 2 and 4. Completed Certificates will be sent directly to the student at the completion of the course. Schools will forward reports and certificates to students. It should be noted that completed certificates might not be sent until the following year in accordance with graduation processes from the various TAFE and Registered Training Institutions. Students completing Units of Competency from a VET program will receive a VET Statement of results from the VCAA at the end of each school year.
10. **Student behaviour** - Currently, there are over 1000 students undertaking VET programs through the Mullum VET Cluster. If these programs are to remain available to all Cluster students, it is imperative that students abide by the RTO and Host School's policies and procedures whenever they are on site. This includes meeting Occupational Health and Safety requirements in and out of the classroom. Attitude and behaviour are to be of the expected standard.
11. **Catch up classes** - Where necessary, students may be required to attend catch up classes after school, during the school holidays or on the weekend. The student and/or parent will be required to cover any additional costs related to these classes should they be applied.
12. **Absence from a Scored Assessed Task – Year 2 units only** - Students who are absent from class on a day when a Scored Assessed Task is held should:
 - Phone their VET Coordinator at school and their VET Trainer by 9:00am.

- Provide a medical certificate immediately on return to school. A copy should be given to the VET Coordinator by 9:00am and a copy should be faxed to the VET Trainer.
- The VET Trainer in conjunction with the student's VET Coordinator will determine whether the absence is excused and whether rescheduling the missed task will be granted. Students who fail to report to their VET Coordinators on their first day back at school by 9:00am will not have their Scored Assessment Task rescheduled.

13. **Withdrawal from a VET program** - Mullum VET Cluster programs are successful because students are able to access programs offered by member schools. It should be noted by students and parents that failure to abide by the above course requirements may result in a student being withdrawn from a program at full cost to parents.
14. **Additional course information** - For further information on VET programs please refer to the Victorian Curriculum and Assessment Authority website: <http://www.vcaa.vic.edu.au/vet/index.html>
15. **Block credit recognition** - Students may be eligible for credit towards the VCE if they have completed or are completing training in a nationally recognised VET qualification that is not included in the suite of approved VCE VET programs. Credit towards the VCE may be available for full or partial completion of a nationally recognised qualification at Australian Qualification Framework Level II and above. This credit is referred to as 'Block Credit Recognition'. To be eligible for Block Credit Recognition the student must be enrolled in the VCE.
16. **Child Safe Standards** - The schools and institutions affiliated with the Mullum VET Cluster are safe and inclusive environments. The Mullum VET Cluster has a zero tolerance for child abuse and is committed to acting in the best interests of keeping children safe, in accordance with Ministerial Order 870 and The Victorian Child Safe Standards
- <https://www.education.vic.gov.au/school/principals/spag/safety/Pages/childsafestandards.aspx>
17. **International Students – Please note that many TAFE institutions will not enrol International Students into a VET program, and this includes Swinburne University of Technology and Box Hill Institute.**
- Mullum VET Cluster advises that any International Student who undertakes a VET Course may receive a Certificate of Attainment but may not receive the Qualification.
 - The score may be counted towards their VCE.
 - It is the Home School responsibility to present this information to students and parents/carers.



The Three Steps to Apply for a VET Program

Step 1:

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

Step 2:

(Please check with your school if it is your responsibility to follow Step 2, this is generally done by the Home School.)

- Go to the Mullum VET Cluster website and use the APPLY NOW button to submit an EOI online.
 - Please note that some Institutions require additional application procedures to be fulfilled before application is considered and completed.

NB: Students who do not complete Steps 1 & 2 (if applicable), will not be **eligible for enrolment** in a VET Program.

NB: EOI form submission does not mean that the student is ENROLLED.

Step 3:

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

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



who is the mullum VET cluster?



The Mullum VET Cluster is a co-operative group of 50+ Government, Catholic and Independent schools and Registered Training Organisations, operating in partnership. Our aim is to bring cost effective VET programs to as great a number of students as possible who reside in the Eastern corridor of Victoria.

Mullum VET Cluster Members Include:

Australian College of Dramatic Arts
Aquinas College
Bayswater Secondary College
Belgrave Heights Christian School
Berrenigarra School
Blackburn High School
Boronia K-12 College
Box Hill High School
Box Hill Institute
Box Hill Senior Secondary College
Brentwood Secondary College
Chairo Christian School
Cire Community School
Cire Services
Croydon Community School
Doncaster Secondary College
Donvale Christian College
East Doncaster Secondary College
Eastern Ranges
Emerald Secondary College
Emmaus College
Fairhills High School
Forest Hill College
Glen Waverley Secondary College
Heathmont College
Heritage College Knox
Highvale Secondary College
Hillcrest Christian College
Indie School
Inspiring Beauty Training Salon
Lilydale Heights College
Luther College
Mater Christi College
Mazenod College
Melba College
Melbourne Rudolf Steiner School
Monbulk College
Mount Lilydale Mercy College
Mountain District Community College
Mountain District Learning Centre
Mount Waverley Secondary College
Mullauna College
National Drones Training Institute
Nazareth College
Norwood Secondary College
Nunawading Christian College
Oakwood College
Officer Secondary College
Our Lady of Sion College
Oxley College
Pakenham Secondary College
Ringwood Secondary College
Ringwood Training
Rowville Secondary College
Scoresby Secondary College
Sherbrooke Community School
St Andrew's Christian College
St Joseph's College – Ferntree Gully
Swinburne Senior Secondary College
Swinburne University of Technology
Templestowe College
The Knox School
The Masters Institute of Creative Education
Tintern Grammar
Upper Yarra Secondary College
Upwey High School
Vermont Secondary College
Virtual Schools Victoria
Wantirna College
Warrandyte High School
Waverley Christian College
Wellington Secondary College
Wesley College – Glen Waverley
Whealers Hill Secondary College
Whitefriars College
William Angliss Institute
Yarra Hills Secondary College – Mooroolbark
Yarra Valley Grammar School

acting

22576VIC Certificate III in Acting (Screen) Australian College of Dramatic Arts



Course Aims

The course is at AQF Level 3 (Certificate III) and recommended that students have literacy and numeracy competencies equivalent to Australian Core Skills Framework (ACSF) Level 2. The course is complementary to VCE Drama and Theatre Studies, but as a VETDSS subject gives the opportunity to students to explore the Australian Film and Television Industry with its diversity of content specifically responding to the increase in 'streaming' services, which offer more employment opportunities in cast and crew jobs. Many students experience acting on stage, but the technique is far different when working in front of the camera. This course gives students the opportunity to learn basic employment skills, CV writing, face to face interviews, working with Industry professionals. The continual practice of working in front of camera gives students the chance to increase their confidence and communication levels.

Course Delivery - Location and Times

Year 1: The Australian College of Dramatic Arts, MBCTA Youth Theatre (Boronia) Monday 4:30pm – 7:30pm

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

Mode of Delivery Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

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

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

Qualification: A nationally recognised qualification: **22576VIC – Certificate III in Acting (Screen)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Australian College of the Dramatic Arts RTO: 3139</p> <p>RTO Student Information: Please refer to www.acda.vic.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: NA</p> <p>Excursions: Students are required to attend compulsory VET industry days and visits to set (if available) which run throughout the duration of the 2-year course.</p> <p>Work Placement: Not required.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBXTW301	Work in a team	40	C
BSBPEF301	Organise personal work priorities	30	C
CUAWHS302	Apply work health and safety practices	10	C
CUAIND201	Develop and apply creative arts industry knowledge	20	C
CUAMPF302	Prepare for performances	35	C
VU23078	Prepare and present self for auditions	45	C
VU23079	Develop script knowledge and performance skills	45	C
VU23080	Develop acting techniques	45	C
Total nominal hours		270	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBTWK301	Use inclusive work practices	30	C
CUAIND402	Provide freelance services	30	C
FNSCUS401	Participate in negotiations	20	C
VU23081	Expand skills for auditions	50	C
VU23082	Expand script knowledge and performance skills	50	C
VU23083	Extend acting technique	50	C
VU23084	Write the script	50	C
Choose 1 Elective			
CUACAM401	Shoot a wide range of screen content	70	E
CUAAIR302	Develop techniques for presenting to camera	30	E
CUADRT502	Direct performers for screen productions	50	E
CUADRT602	Audition and select performers	50	E
CUAMUP401	Design, apply and remove make-up	160	E
Nominal hours over two years		580 - 710	

creative



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CHC24015 Certificate II in Active Volunteering

Box Hill Institute

Course Aims

This course develops transferable skills and starts your journey into volunteering. It helps build your confidence to become a volunteer within community service organisations eg: sports clubs, food banks, state emergency services, local festivals and events, Puffing Billy, environmental groups, horticulture, etc. At this level activities take place under direct, regular supervision within clearly defined guidelines. Skills developed are transferable to many workplaces.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Whitehorse Campus – 1000 Whitehorse Road, Box Hill. Wednesday 9:30am-1:00pm
Box Hill Institute, **Lilydale Lake** Campus – 1 Jarlo Drive, Lilydale, Friday 9:30am-1:00pm

Mode of Delivery: Face to face delivery.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM and VPC

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: On successful completion of this program, students will be eligible for: **CHC24015 - Certificate II in Active Volunteering**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

Excursions: NA

OHS / Personal Protective Equipment: NA

Work Placement: To achieve this qualification, students must have completed at least 20 hours (approximately 3 days) of work placement as detailed in the Assessment Requirements of units of competency.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
Pathways:	<ul style="list-style-type: none"> Certificate III in Community Services 	<ul style="list-style-type: none"> Certificate III in Individual Support (Ageing and Disability Services)
Possible Future Career Opportunities:	<ul style="list-style-type: none"> This qualification may be used as a pathway for workforce entry. Participating in this program can enable you to extend your networks and find referees to help you secure paid employment. 	

Units covered in the first year (1 Year course):			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCDIV001	Work with diverse people	40	C
CHCVOL001	Be an effective volunteer	25	C
HLTWHS001	Participate in workplace health and safety	20	C
BSBCMM201	Communicate in the workplace	40	C
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	25	E
CHCCOM005	Communicate and work in health or community services	30	E
HLTAID010	Provide basic emergency life support	12	E
Total nominal hours		192	

service



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

HLT33021 Certificate III in Allied Health Assistance (Partial completion)

Box Hill Institute

Course Aims

This course will teach you the skills and knowledge required to provide assistance to health professionals involved in the care of clients and involves direct client contact under supervision. Within this program you will also develop a range of factual, technical and procedural knowledge relating to infection prevention and control, workplace health and safety, client movement, cultural diversity, workplace organisation and communication.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am-12:30pm OR 1:30pm-5:00pm

Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am-12:30pm OR 1:30pm-5:00pm

Mode of Delivery: Face to face delivery.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **HLT33021 - Certificate III in Allied Health Assistance (Partial completion).**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: NA

Excursions: NA

Work Placement: Structured Workplace Learning is not mandated to complete this program.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Biology Chemistry Physical Education 	<ul style="list-style-type: none"> Health & Human Development Psychology
Pathways:	<ul style="list-style-type: none"> Certificate IV in Allied Health Diploma of Nursing 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Allied Health Assistant Health Services Assistant Health Administration Assistant 	<ul style="list-style-type: none"> Patient Care assistant Ward Assistant

PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

HLT33021 Certificate III in Allied Health Assistance (Partial Completion)

Swinburne University of Technology

Course Aims

The Certificate III in Allied Health Assistance is a two-year partial completion program where students gain the essential skills and knowledge to enhance their employability in the health industry. This qualification covers workers who provide assistance to allied health professionals and other health professionals with the care of clients.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 1:00pm – 4:00pm

Swinburne University of Technology, John Street, Hawthorn, **Day and Time TBC**

Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 1:00pm – 4:00pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for a Statement of Attainment listing the units achieved in **HLT33021 Certificate III in Allied Health Assistance**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment: NA</p> <p>Excursions: NA</p> <p>Work Placement: Not required.</p> <p>Other: Current for 2025</p>
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Future Pathways and Opportunities

<p>Complementary studies:</p>	<ul style="list-style-type: none"> • Biology • Chemistry 	<ul style="list-style-type: none"> • Psychology • Health and Human Development
<p>Pathways:</p>	<ul style="list-style-type: none"> • Certificate IV in Allied Health Assistance • Diploma of Nursing 	<ul style="list-style-type: none"> • Advanced Diploma of Nursing • Bachelor of Nursing • Course not offered by Swinburne University of Technology
<p>Possible Future Career Opportunities:</p>	<ul style="list-style-type: none"> • Nurse • Therapy Assistant 	<ul style="list-style-type: none"> • Physiotherapy Assistant • Occupational Assistant

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCCOM005	Communicate and work in health or community services	30	C
HLTWHS001	Participate in workplace health and safety	20	C
CHCDIV001	Work with diverse people	40	C
CHCLEG001	Work legally and ethically	55	E
HLTINF006	Apply basic principles and practices of infection prevention and control	35	C
Total nominal hours		180	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
BSBMED301	Interpret and apply medical terminology appropriately	Portfolio 07	60	C
HLTAAP001	Recognise healthy body systems	Portfolio 08	70	C
HLTHPS001	Take clinical measurements	Work Performance 01	50	E
CHCCCS026	Transport individuals		20	E
CHCCCS015	Provide individualised support		30	E
Total nominal hours			230	

service



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

ACM20121 Certificate II in Animal Care

Box Hill Institute

Course Aims

This program 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 companion 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 animal facility throughout the year giving you the opportunity to work with mice, rats, guinea pigs, rabbits, fish and reptiles. You will also have dogs and cats regularly attend class for practical training.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am – 12:30pm **OR** 1:30pm-5:00pm **OR** Friday 9:00am – 12:30pm

Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale. Wednesday 9:00am – 12:30pm **OR** 1:30pm-5:00pm

Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am – 12:30pm **OR** 1:30pm-5:00pm

Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale. Wednesday 9:00am – 12:30pm **OR** 1:30pm-5:00pm

Mode of Delivery: Classroom based.

Duration: 2 year's part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A recognised qualification in: **ACM20121 Certificate II in Animal Care**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute
RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

Excursions: All students will attend 2 full day practical sessions off campus.

OHS / Personal Protective Equipment: Students in the 2 Year program, Certificate II in Animal Care, can be in Year 10, 11 or 12.

Students must provide a copy of a current tetanus vaccination by emailing it at the time of applying to sas.vetdss@boxhill.edu.au

Work Placement: The VCAA strongly recommends that students undertake a minimum of 80 hours of SWL for the VCE VET Animal Care program. SWL should be spread across the duration of the training program. This is not mandatory to complete the course.

Other: A suitable laptop or tablet device is required for all classes.

Future Pathways and Opportunities

Complementary studies:	• Biology	
Pathways:	• Certificate III in Animal Care Services	• Certificate IV in Veterinary Nursing
Possible Future Career Opportunities:	• This course may provide you with entry level employment in animal centres, pet retail shops, welfare organisations and veterinary clinics, etc.	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ACMGEN201	Work in the animal care industry	30	C
ACMGEN202	Complete animal care hygiene routines	30	C
ACMGEN204	Assist in health care of animals	40	C
ACMWHS201	Participate in workplace health and safety processes	40	C
ACMSUS201	Participate in environmentally sustainable work practices	20	C
BSBCMM211	Apply communication skills	40	C
HLTAID011	Provide First Aid	18	E
Total nominal hours		218	

Units covered in the second year:			
ACMGEN203	Feed and water animals	40	C
ACMSPE322	Provide general care of rodents or rabbits	40	E
ACMGEN205	Source and provide information for animal care needs	40	E
ACMGEN309	Provide basic animal first aid	40	E
ACMSPE320	Provide general care of mammals	40	E
Total nominal hours		200	

service



ACM20121 Certificate II in Animal Care Donvale Christian College

Course Aims

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

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

Course Delivery - Location and Times

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

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

Mode of Delivery: DonChristCol Farm and Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **ACM20121 – Certificate II in Animal Care**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Access Skills Australia RTO: 4603</p> <p>RTO Student Information: Please refer to the Mullum Vet Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p> <p>OHS / Personal Protective Equipment: Students need to purchase steel-capped boots and wear a hat and hard-wearing attire.</p>	<p>Excursions: Students may be required to attend planned Excursions.</p> <p>Work Placement: The VCAA strongly recommends 80 hours of structured workplace learning (SWL) placement over the duration of the program. The College runs a farm which provides options for work placement opportunities through animal exhibitions and experiences in addition to the prescribed Vet training sessions on Wednesdays.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered in the first year 2025:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ACMGEN201	Work in the animal care industry	30	C
ACMGEN202	Complete animal care hygiene routines	30	C
ACMGEN203	Feed and water animals	40	C
ACMSUS201	Participate in environmentally sustainable work practices	20	C
ACMWHS201	Participate in workplace health and safety processes	40	C
BSBCMM211	Apply communication skills	40	C
Total nominal hours		200	

Units covered in the second year 2026:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ACMBEH302	Provide enrichment for animals	40	E
ACMGEN204	Assist in health care of animals	40	C
ACMGEN205	Source and provide information for animal care needs	40	E
ACMGEN309	Provide basic animal first aid	40	E
AHCLSK215	Carry out alpaca handling & husbandry operations	50	E
AHCPY303	Maintain Health and Welfare of Poultry (from AHC20122 Cert II in Agriculture)	30	E
Total nominal hours		240	

service



Course Aims

The competencies for ICT20120 provide foundation skills and knowledge to use basic applied digital technologies in varied contexts. The qualification is designed for those developing the necessary digital and technology skills in preparation for work. These individuals carry out a range of basic procedural and operational tasks that require digital and technology skills. They perform a range of mainly routine tasks using limited practical skills and knowledge in a defined context. The qualification is suitable for someone generally performing under direct supervision.

Course Delivery - Location and Times

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

Year 2: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:00pm-6:00pm

Mode of Delivery: Classroom based/online blended delivery.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification: **ICT20120 - Certificate II in Applied Digital Technologies**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

OHS / Personal Protective Equipment: A student laptop is desirable but not essential to allow for flexible delivery.

Work Placement: Not required.

Other: RT Polo shirt required. (This is not covered by the Materials Fee. It is at student expense.) Details will be provided with enrolment paperwork.

Future Pathways and Opportunities

Pathways:	<ul style="list-style-type: none"> Certificate III in Information, Digital Media and Technology 	<ul style="list-style-type: none"> Certificate IV in Information Technology
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Junior systems administrator Level 1 and level 2 helpdesk technician Hardware support technician 	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBWHS211	Contribute to the health and safety of self and others	20	C
BSBSUS211	Participate in sustainable work practices	20	C
ICTICT213	Use computer operating systems and hardware	60	C
BSBTEC202	Use digital technologies to communicate in a work environment	20	C
ICTICT215	Operate digital media technology packages	40	C
BSBTEC101	Operate digital devices	20	E
Total nominal hours		180	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ICTICT214	Operate application software packages	60	C
ICTICT223	Install software applications	20	E
BSBOPS203	Deliver a service to a customer	40	E
BSBTEC303	Create electronic presentations	20	E
ICTSAS214	Protect devices from spam and destructive software	10	E
ICTICT216	Design and create basic organisational documents	40	E
Total nominal hours		190	

technology



AUR20720 Certificate II in Automotive Vocational Preparation Ringwood Training

Course Aims

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

Course Delivery - Location and Times

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

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

Mode of Delivery: Classroom/workshop based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **AUR20720 - Certificate II in Automotive Vocational Preparation**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

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

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

Work Placement: Not required but is strongly recommended.

Other: NA

Future Pathways and Opportunities

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

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

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
AURafa103	Communicate effectively in an automotive workplace	20	C
AURafa104	Resolve routine problems in an automotive workplace	20	C
AURETR103	Identify automotive electrical systems and components	25	C
AURETK003	Operate electrical test equipment	40	E
AURETR115	Inspect, test and service batteries	10	E
AURTTB007	Remove and replace brake assemblies	20	E
AURTTTC004	Remove and replace radiators	20	E
AURTTD006	Remove and replace vehicle front suspension springs	25	E
Total nominal hours		180	

trade



aviation (remote pilot)



AVI30419 Certificate III in Aviation (Remote Pilot)

National Drones Training Institute

Course Aims

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

Course Delivery - Location and Times

Year 1: Elisabeth Murdoch College, 80 Warrandyte Road, Langwarrin. Wednesday 1:00pm – 4:30pm

Year 2: Elisabeth Murdoch College, 80 Warrandyte Road, Langwarrin. Wednesday 1:00pm – 4:30pm

Mode of Delivery Classroom/Park based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **AVI30419 – Certificate III in Aviation (Remote Pilot)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Beverly College Pty Ltd T/A National Drones Training Institute RTO: 41441</p> <p>RTO Student Information: Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Hi-Vis Vest required for practical sessions, provided by National Drones Training Institute.</p> <p>Excursions:</p> <ul style="list-style-type: none"> • National Drones - Commercial Drone Operation. • Airservices – Melbourne Air Traffic Control Tower. • Victoria Police RPAS (Remote Pilot Division) <p>Work Placement: Not required.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

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

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

technology



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

SHB30121 Certificate III in Beauty Services (Partial Completion)

Box Hill Institute

Course Aims

After successful completion you will possess a range of well-developed technical and customer service skills where discretion and judgement is required and are responsible for their own outputs. This includes client consultation on beauty products and services.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill, Wednesday 9:00am-1:00pm; **OR** 1:30pm – 5:30pm
Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 9:00am-1:00pm; **OR** 1:30pm – 5:30pm

Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am-1:00pm; **OR** 1:30pm – 5:30pm
Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 9:00am-1:00pm; **OR** 1:30pm – 5:30pm

Mode of Delivery: Classroom based.

Duration: 2 years part time (partial completion)

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification: **SHB30121 - Certificate III in Beauty Services (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

Excursions: NA

OHS / Personal Protective Equipment: Students will be provided with a black Box Hill Institute t-shirt which must be worn to all classes, along with black pants and black closed toe rubber soled shoes.

Students must have completed Year 9 and have the approval of your school to enrol in this program.

Work Placement: SWL is recommended by VCAA but not mandated to successfully complete this program.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Health and Human Development • Business
Pathways:	<ul style="list-style-type: none"> • On successful completion you may be awarded credits when applying for the Diploma of Beauty Therapy that specialises in spa treatment. ITEC international accreditation offered.
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • This course may lead to work in beauty salons, skin clinics, day spas and other areas that provide beauty services.

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBBBOS007	Apply cosmetic tanning products	20	C
SHBBCCS005	Advise on beauty products and services	30	C
SHBBMUP009	Design and apply make-up	45	C
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
SIRXSLS001	Sell to the retail customer	20	C
SHBBMUP010	Design and apply Make-up for photography	30	E
Total nominal hours		195	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBBFAS004	Provide lash and brow services	30	C
SHBBHRS010	Provide waxing services	100	C
SHBXCCS008	Provide salon services to clients	30	C
SHBBMUP008	Apply eyelash extensions	40	E
Total nominal hours		200	

service



beauty services



SHB30121 Certificate III in Beauty Services Inspiring Training Academy

Course Aims

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

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

Students wanting to enter into this course must have a pre-requisite of a Certificate II in Retail Cosmetic or Certificate II Salon Assistant.

Course Delivery - Location and Times

Year 1: Inspiring Training Academy, 91A Boronia Road, **Boronia**. Thursday 9:00am – 4:00pm

Nazareth College, Manning Drive, **Noble Park**. Wednesday 9:00am – 4:00pm

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

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL.

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SHB30121 - Certificate III in Beauty Services.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd

TOID No: 22728

RTO Student Information:

Please refer to www.inspiringbeauty.com.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

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

Excursions: NA

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

Other: Students are required to complete Certificate II I Retail Cosmetics prior to enrolling into this course.

Please note this course is subject to change.

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBXWHS003	Apply safe hygiene, health and work practices	40	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBBBOS007	Apply cosmetic tanning products	20	C
SHBBBAS002	Provide head, neck and shoulder massage for relaxation	20	E
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
SHBBRES003	Research and apply beauty industry information	20	C
SHBBCCS005	Advise on beauty products and services	30	C
SHBBMUP009	Design and apply make-up	45	C
SHBBMUP010	Design and apply make-up for photography	30	E
SHBBMUP008	Apply eyelash extensions	40	E
SIRXSLS001	Sell to the retail customer	20	C
SHBXCCS007	Conduct salon financial transactions	25	C
SHBBINF002	Maintain infection control standards	75	E
SHBBFAS004	Provide lash and brow services	30	C
SHBBHRS010	Provide waxing services	100	C
SHBXCCS008	Provide salon services to clients	30	C
SHBBNLS011	Use electric file equipment for nail services	30	C
*SHBBNLS007	Provide manicure and pedicure services	60	C
*This unit has a prerequisite.			
Total nominal hours		710	

service



SHB30121 Certificate III in Beauty Services
The Masters Institute of Creative Education

Course Aims

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

Course Delivery - Location and Times

Year 1: Headmasters Academy, Level 2, 185 Spring Street, Melbourne. Wednesday 8:45am-4:15pm

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

Mode of Delivery: Classroom based

Duration: 2 year's part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SHB30121 - Certificate III in Beauty Services.**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Headmasters Academy Pty Ltd T/A The Masters Institute of Creative Education RTO: 4639</p> <p>RTO Student Information: Please refer to www.tmice.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Cost includes tuition, kit and uniform</p> <p>Excursions: NA</p> <p>Work Placement: Work Placement is recommended.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered in the first year:

Year 1 & 2: Competencies delivered in 2025

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

Units covered in the second year:

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

service



Course Aims

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

Course Delivery - Location and Times

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

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

Mode of Delivery Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **22614VIC Certificate II in Building and Construction Pre-apprenticeship (Partial Completion) Units 1-4.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Wise Employment

RTO: 6653

RTO Student Information:

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

OHS / Personal Protective Equipment: Students will be required to have steel-capped boots and appropriate worksite clothing, including Hi Vis top and trade shorts/pants.

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

Work Placement: Not required but recommended.

Other: NA

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CPCCCM1014	Conduct workplace communication	20	C
CPCCCM1015	Carry out measurements and calculations	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	20	C
CPCCWHS001	Prepare to work safely in the construction industry	6	C
HLTAID010	Provide basic emergency life support	12	C
VU23312	Prepare for work in the building and construction industry	18	C
Elective (Carpentry Stream)			
VU23321	Perform basic setting out	24	E
VU23325	Install basic external cladding	24	E
VU23326	Install basic window and door frames	24	E
VU23328	Dismantle basic timber structures	20	E
		Year 1 total nominal hours	196

Units covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23313	Interpret and apply basic plans and drawings	25	C
VU23314	Erect and safely use working platforms	24	C
VU23320	Identify and handle carpentry tools and equipment	100	E
VU23323	Construct basic wall frames	48	E
VU23328	Construct a basic roof frame	40	E
		Year 2 total nominal hours	237
		Total nominal hours	433

trade



building and construction | carpentry

22614VIC Certificate II in Building & Construction Pre-apprenticeship (Carpentry)
St Joseph's College - Ferntree Gully



Course Aims

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

Course Delivery - Location and Times

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

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

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

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

Mode of Delivery: Classroom theory and practical

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

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

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

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

St Joseph's College

RTO: 21710

RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and www.mullumvetcluster.com.au for student rights and responsibilities whilst on Campus.

OHS/PPE/Clothing and Equipment: Students will be required to have steel-capped boots and appropriate worksite clothing. Pants, polo and jumper provided.

Excursions: NA

Work Placement: Not required but recommended.

Other: Device with Word

Future Pathways and Opportunities

Complementary studies:	● Product Design and Technology – Wood		
Pathways:	● Building and Construction Apprenticeship		
Possible Future Career Opportunities:	● Architect	● Cabinet Maker	● Draftsperson
	● Bricklayer	● Carpenter	● Engineer
	● Builder	● Civil Engineer	● Building Inspector

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
CPCCWHS2001	Apply WHS requirements, policies & procedures in the construction industry	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
VU23321	Perform basic setting out	24	E
CPCCCM1015	Carry out measurements and calculations	20	C
CPCCCM1014A	Conduct workplace communication	20	C
VU23314	Erect and safely use working platforms	24	E
HLTAID010	Provide basic emergency life support	12	C
VU23313	Interpret and apply basic plans and drawings	25	C
VU23322	Construct basic sub-floor	48	E
VU23329	Construct basic formwork for concreting	40	E
Total nominal hours		247	

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

trade



building and construction | carpentry



22614VIC Certificate II in Building and Construction (Carpentry)

Pre-apprenticeship (Partial Completion)

Wantirna College

Course Aims

VET Building & Construction is designed for students who may want to enter the building and construction industry as an apprentice carpenter. It will provide the knowledge and practical skills associated with working in the building and construction industry, which will include:

- basic levelling procedures
- carrying out of basic measurements and calculations
- communicating in the workplace
- erecting and safely using working platforms
- interpreting basic plans and drawings
- preparing and applying for work in the construction industry
- working effectively and sustainably in the construction industry
- workplace safety practices onsite

It involves both theory and practical skills relating to building and construction with an emphasis on carpentry.

Course Delivery - Location and Times

Year 1: Wantirna College, Harold Street, Wantirna. Wednesday 1:00pm-5:30pm OR Thursday 1:00pm-5:30pm

Year 2: Wantirna College, Harold Street, Wantirna. Wednesday 8:00am-12:30pm

Mode of Delivery: Classroom/Workshop based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **22614VIC - Certificate II in Building & Construction (Carpentry) – Pre-apprenticeship (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Access Skills Training
RTO – 4603

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: Students will be required to have safety glasses, steel capped work boots and appropriate worksite clothing.

Excursions: NA

Work Placement: Not required but recommended.

Other: RTO Pre-Training form to be completed and returned to Wantirna College prior to end of 2023. Students will not be able to complete their enrolment without this form.

Please note this course is subject to change.

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CPCCCM1014	Conduct workplace communication	20	C
CPCCCM1015	Carry out measurements & calculations	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCWHS2001	Apply WHS requirements, policies & procedures in the construction industry	20	C
CPCWHS1001	Prepare to work safely in the construction industry	6	C
HTLAID010	Provide basic emergency life support	12	C
VU23312	Prepare for work in the building & construction industry	18	C
VU23321	Perform basic setting out	24	E
VU23323	Construct basic wall frames	48	E
VU23328	Dismantle basic timber structures	20	E
Total nominal hours		196	

Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23313	Interpret & apply basic plans & drawings	25	C
VU23320	Identify & handle carpentry tools & equipment	100	E
VU23324	Construct a basic roof frame	40	E
VU23325	Install basic external cladding	24	E
VU23326	Install basic window & door frames	24	E
VU23328	Dismantle basic timber structures	20	E
Total nominal hours		233	
TO BE OFFERED IN 2026 FOR YEAR 2			
VU23314	Erect and safely use working platforms	24	C

trade



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

22614VIC Certificate in Building and Construction (pre-Apprenticeship)

Swinburne University of Technology

Course Aims

The Certificate II in Building and Construction Pre-apprenticeship is a first step to gaining an apprenticeship in the building industry as a bricklayer. The course involves both theory and practical training relating to building and construction with an emphasis on bricklaying. It aims to equip students with the knowledge and practical skills to work safely within the industry.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Rd, **Wantirna**. Wednesday 8:00am-4:00pm

Year 2: Swinburne University of Technology, 369 Stud Rd, **Wantirna**. Wednesday 8:00am-4:00pm

Mode of Delivery: Classroom/Workshop/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **22614VIC Certificate II in Building and Construction (Pre-apprenticeship)**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • Work boots (leather upper) • Work pants or shorts • Shirt or t-shirt (NO singlets) • Exercise Book • Carpenter's pencil (green) <p>Excursions: NA Work Placement: Not required. Other: Current in 2025</p>	<ul style="list-style-type: none"> • Pencil case with pens, pencils and erasers • 1m folding ruler • Tape Measure
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Product Design and Technology – Wood
Pathways:	<ul style="list-style-type: none"> • Building and Construction Apprenticeship
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Builder • Bricklayer

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23313	Interpret and apply basic plans and drawings	25	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCOM1014	Conduct workplace communication	20	C
CPCCOM1015	Carry out measurements and calculations	20	C
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
CPCCWHS2001	Apply OHS requirements, policies and procedures in the construction industry	20	C
HLTAID010	Provide basic emergency life support	12	C
VU23316	Apply basic bricklaying techniques	126	E
VU23315	Identify and handle bricklaying tools and equipment	76	E
Total nominal hours		313	

Units covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23312	Prepare for work in the building and construction industry	18	C
VU23314	Erect and safely use working platforms	24	C
VU23317	Apply brick veneer construction techniques	80	E
VU23318	Apply cavity brick construction techniques	80	E
VU23319	Apply masonry blockwork techniques	50	E
Total nominal hours		252	

trade



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

22614VIC Certificate in Building and Construction (pre-Apprenticeship) Swinburne University of Technology

Course Aims

The Certificate II in Building and Construction Pre-apprenticeship is a first step to gaining an apprenticeship in the building industry or as a carpenter. The course involves both theory and practical training relating to building and construction with an emphasis on carpentry. It aims to equip students with the knowledge and practical skills to work safely within the industry.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 12-50 Norton Road, **Croydon**, Wednesday 8:00am-4:00pm **OR** Wednesday 1:00pm-6:00pm (plus a one-week block in July School holidays), **OR** Friday 8:00am-4:00pm **OR** Swinburne University of Technology, 369 Stud Rd, **Wantirna**. Wednesday 8:00am-4:00pm
Year 2: Swinburne University of Technology, 12-50 Norton Road, **Croydon**, Wednesday 8:00am-4:00pm **OR** Wednesday 1:00pm-6:00pm (plus a one-week block in September School holidays), **OR** Swinburne University of Technology, 369 Stud Rd, **Wantirna**. Wednesday 8:00am-4:00pm

Mode of Delivery: Classroom/Workshop/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **22614VIC Certificate II in Building and Construction (Pre-apprenticeship)**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • Work boots (leather upper) • Work pants or shorts • Shirt or t-shirt (NO singlets) • Exercise Book • Hearing protection <p>Excursions: NA Work Placement: Not required. Other: Current in 2025</p>	<ul style="list-style-type: none"> • Pencil case with pens, pencils and erasers • 1m folding ruler • Tape Measure
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Product Design and Technology – Wood
Pathways:	<ul style="list-style-type: none"> • Building and Construction Apprenticeship
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Builder • Cabinetmaker • Carpenter

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
HLTAID010	Provide basic emergency life support	12	C
VU23313	Interpret and apply basic plans and drawings	25	C
VU23320	Identify and handle carpentry tools and equipment	100	E
CPCCOM1014	Conduct workplace communication	20	C
VU23321	Perform basic setting out	24	E
CPCCWHS2001	Apply OHS requirements, policies and procedures in the construction industry	20	C
VU23327	Install interior fixings	40	E
CPCCOM1015	Carry out measurements and calculations	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
Total nominal hours		275	

Units covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23312	Prepare for work in the building and construction industry	18	C
VU23314	Erect and safely use working platforms	24	C
VU23322	Construct basic sub-floor	48	E
VU23323	Construct basic wall frames	48	E
VU23324	Construct a basic roof frame	40	E
VU23325	Install basic external cladding	24	E
VU23326	Install basic window and door frames	24	E
VU23328	Carry out basic demolition for timber structures	20	E
VU23329	Construct basic formwork for concreting	40	E
Total nominal hours		286	

trade



BSB30120 Certificate III in Business Cire Services

Course Aims

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

Course Delivery - Location and Times

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

Year 2: Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 1:00pm - 4:30pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification: **BSB30120 Certificate III in Business.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

OHS / Personal Protective Equipment: N/A

Excursions: NA

Work Placement: NA

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

Future Pathways and Opportunities

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

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBWHS311	Assist with maintaining workplace safety	40	C
BSBSUS211	Participate in sustainable work practices	20	C
BSBXCM301	Engage in workplace communication	40	C
BSBPEF201	Support personal wellbeing in the workplace	50	C
BSBOPS305	Process customer complaints	30	E
Total nominal hours		180	

Units covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBCRT311	Apply critical thinking skills in a team environment	40	C
BSBTWK301	Use inclusive work practices	30	C
SIRXCEG002	Assist with customer difficulties	40	E
SIRXMKT001	Support Marketing and promotional activities	30	E
BSBWRT311	Write simple documents	30	E
BSBTEC201	Use business software applications	60	E
BSBTEC303	Create electronic presentations	20	E
BSBTEC302	Design and produce spreadsheets	35	E
Total nominal hours		285	

service



christian ministry



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

Course Aims

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

Course Delivery - Location and Times

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

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

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

Duration: 1 year part time – 540 nominal hours.

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

On successful completion of this program the student will achieve credit towards VCE, VCE VM and VPC.

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/VCE-VET-program-chart.pdf)

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

Qualification: A nationally recognised qualification: **11236NAT - Certificate III in Christian Ministry & Theology**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Evolution Learning
RTO: 45219

RTO Student Information:

Please refer to <http://veta.org.au/veta-morphus> and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: N/A

Excursions: Students will need to be available for 3 weekend intensives.

Work Placement: Students undertake practical placements as part of the course.

Other: ** Please note – the provider has stipulated the students must have already completed Year 10 prior to enrolling in this Certificate.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">Religion and SocietyTexts and Traditions
Pathways:	<ul style="list-style-type: none">Certificate IV in Christian MinistryDiploma of Christian MinistryAdvanced Diploma of Christian Ministry
Possible Future Career Opportunities:	<ul style="list-style-type: none">ChaplainPastorYouth WorkerSocial Work

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

* These elective units have been chosen by Veta Youth for the completion of this qualification.

Additional Unit – Students will gain this unit upon the successful completion of this qualification.

Unit Code	Unit Name	Nominal Hours
NAT11236009	Communicate theology in everyday language	50

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

service



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CHC32015 Certificate III in Community Services

Box Hill Institute

Course Aims

This qualification reflects the role of entry level community services workers who support individuals through the provision of person-centred services. Work may include day-to-day support of individuals in community settings or support the implementation of specific community-based programs.

At this level, work takes place under the direction of others and supervision may be direct or indirect. Work may take place in a range of community services organisations. After successfully completing this partial qualification, students will be eligible to apply directly into Certificate IV in Community Services with a number of credits to be applied.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Whitehorse Campus – 1000 Whitehorse Road, Box Hill, Wednesday 9:30am – 1:00pm **OR** 1:30pm-5:00pm

Year 2: Box Hill Institute, Elgar Campus – 1000 Whitehorse Road, Box Hill, Wednesday 9:30am – 1:00pm **OR** 1:30pm-5:00pm

Mode of Delivery: Face to Face delivery.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/VCE-VET-program-chart.pdf)

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

Qualification: A nationally recognised qualification: **CHC32015 Certificate III in Community Services**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: There are no additional requirements.

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

Work Placement: Not mandated for completion of this partial qualification.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Health & Human Development • Psychology
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Community Services • Certificate IV in Disability • Certificate IV in Mental Health
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • This qualification may be used as a pathway for workforce entry as community service workers who provide a first point of contact and assist individuals in meeting their immediate needs. At this level, work takes place under direct, regular supervision within clearly defined guidelines.

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
HLTWHS002	Follow safe work practices for direct client care	25	C
CHCCOM005	Communicate and work in health or community services	30	C
CHCDIV001	Work with diverse people	40	C
HLTWHS006	Manage personal stressors in the work environment	25	C
VU22448	Work effectively with a national disability insurance scheme participant	40	E
CHCCCS015	Provide individualised support	30	E
Total nominal hours		190	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CHCCCS016	Respond to client needs	Portfolio 07	60	C
CHCCDE003	Work within a community development framework	Work Performance 01	65	E
CHCCDE004	Implement participation and engagement strategies	Portfolio 08	85	E
Total nominal hours			210	

service



community services



CHC32015 Certificate III in Community Services

Cire Services

Course Aims

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

Course Delivery - Location and Times

Year 1: Cire Services, Level 1, 6-9 John Street, Lilydale. Wednesday 9:00am – 12:30pm

Year 2: Cire Services, Level 1, 6-9 John Street, Lilydale Wednesday 1:00pm – 4:30pm

Mode of Delivery Classroom/workshop simulation

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CHC32015 Certificate III in Community Services.**

Additional Requirements/ Information

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

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

Units covered in the first year:			
Unit Name	Unit Code	Nominal Hours	Core or Elective
CHCCOM005	Communicate and work in health or community services	30	C
CHCDIV001	Work with diverse people	40	C
CHCGRP001	Support Group Activities	30	E
HLTWHS002	Follow safe work practices for direct client care	25	C
HLTWHS006	Manage personal stressors in the workplace	25	C
CHCCOM001	Provide first point of contact	35	E
CHCVOL001	Be an effective volunteer	25	E
Total nominal hours		210	

Units covered in the second year:			
Unit Name	Unit Code	Nominal Hours	Core or Elective
CHCCCS016	Respond to client needs	60	C
BSBWOR301	Organise personal work priorities and development	30	E
CHCCDE003	Work within a community development framework	65	C
CHCCDE004	Implement participation and engagement strategies	85	C
CHCAGE001	Facilitate empowerment of older people	50	E
Total nominal hours		290	

service



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CHC22015 Certificate II in Community Services Swinburne University of Technology

Course Aims

The Certificate II in Community Services aims to enhance employment prospects or further education opportunities within a broad range of community services related industries. Upon completion, students can seek further study or career opportunities in areas such as nursing, disability support, youth work, occupational therapy, psychology, aged care, child protection and children's services.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna. Wednesday 1:00pm – 4:30pm **OR** Wednesday 8:30am-12:00pm (subject to demand)

Mode of Delivery: Classroom/Workplace simulation/small amount of field work.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **CHC22015 Certificate II in Community Services**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment: NA</p> <p>Excursions: Possible off-campus activity</p> <p>Work Placement: Volunteer work is required.</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Health and Human Development 	<ul style="list-style-type: none"> Psychology
Pathways:	<ul style="list-style-type: none"> Certificate III in Individual Support * Certificate IV in Community Services Certificate IV in Mental Health <p>* Course not offered by Swinburne University of Technology.</p>	<ul style="list-style-type: none"> Certificate IV in Youth Work Diploma of Community Services Diploma of Nursing
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Aged Care Attendant Social Worker Disability Work 	<ul style="list-style-type: none"> Welfare Worker Youth Worker

Units covered:

Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCCOM001	Provide first point of contact	35	C
CHCCOM005	Communicate and work in health or community services	30	C
CHCDIV001	Work with diverse people	40	C
BSBWOR201	Manage personal stress in the workplace	40	E

Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCVOL001 *	Be an effective volunteer	25	E
HLTWHS001	Participate in workplace health and safety	20	C
FSKLRG09	Use strategies to respond to routine workplace problems	15	E
FSKOCM07	Interact effectively with others at work	10	E
BSBWOR202	Organise and complete daily work activities	20	C
• Requires a volunteer work placement			
Total nominal hours		235	

service



computer assembly and repair

UEE20520 Certificate II in Computer Assembly and Repair

Ringwood Training

Course Aims

The competencies for UEE20520 Certificate II in Computer Assembly and Repair are designed to provide students with the skills and knowledge to be competent in introductory ICT technical functions. These include repairing your PC, hardware, software, computer and networking technologies, computer and network security, malware and ransomware prevention and defence, operating systems, communication, occupational health and safety. The qualification is designed to support information activities in the workplace and to achieve a degree of self-sufficiency as an advanced ICT user.

Course Delivery - Location and Times

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

Year 2: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:00pm-6:00pm

Mode of Delivery: Classroom based/online blended delivery,

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **UEE20520 - Certificate II in Computer Assembly and Repair**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

OHS / Personal Protective Equipment: A student laptop is desirable but not essential to allow for flexible delivery.

Work Placement: Not required.

Other: RT Polo shirt required. (This is not covered by the Materials Fee. It is at student expense.) Details will be provided with enrolment paperwork.

Future Pathways and Opportunities

Pathways:	<ul style="list-style-type: none">• Certificate III in Information, Digital Media and Technology	<ul style="list-style-type: none">• Certificate IV in Information Technology
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Junior systems administrator• Level 1 and level 2 helpdesk technician• Hardware support technician	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
UEECD0007	Apply work health and safety regulations, codes and practices in the workplace	20	C
UEECD0016	Document and apply measures to control WHS risks associated with electrotechnology work	20	C
UEECD0027	Participate in development and follow a personal competency development plan	20	C
UEECS0003	Assemble, set up and test computing devices	80	C
UEERE0001	Apply environmentally and sustainable procedures in the energy sector	20	C
ICTTEN203	Install and configure a home or small office network	20	E
Total nominal hours		180	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
UEECD0019	Fabricate, assemble and dismantle utilities industry components	40	C
ICTTEN204	Install and configure a small to medium business network	60	E
ICTTEN205	Build and maintain a secure network	80	E
ICTICT214	Operate application software packages	60	E
UEECS0022	Install and configure a client computer operating system	40	E
UEEEEC0060	Repair basic electronic apparatus faults by replacement of components	40	E
Total nominal hours		320	

technology



SIT20421 Certificate II in Cookery

Aquinas College

Course Aims

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

Course Delivery - Location and Times

Year 1: Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5.30pm

Year 2: Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5.30pm

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

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20421 Cert II in Cookery Units 1-4.**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Aquinas College RTO: 22340</p> <p>RTO Student Information: Please refer to www.aquinas.vic.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students will have to wear a uniform. An additional cost is involved.</p> <p>Excursions: Students may be required to attend a planned Excursion. Additional costs may be involved.</p> <p>Work Placement: Not required but is recommended.</p> <p>Other: Please note this course is subject to change</p>
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Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SITXFSA005	Use hygienic practices for food safety	15	C
SITXWHS005	Participate in safe work practices	12	C
SITHCCC023	Use food preparation equipment	25	C
SITHCCC027	Prepare dishes using basic methods of cookery	45	C
SITHKOP009	Clean kitchen premises and equipment	13	C
SITXINV006	Receive, store and maintain stock	20	C
SITXCOM007	Show social and cultural sensitivity	20	E
SITXCOM024	Prepare and present simple dishes	25	E
SITXCCS011	Interact with customers	20	E
Total nominal hours		195	

Units covered in the second year:

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
SITHCCC028	Prepare appetisers and salads	Portfolio 07	25	C
SITHCCC029	Prepare stocks, sauces and soups	Portfolio 07	35	C
SITHCCC030	Prepare vegetable, fruit, egg and farinaceous dishes	Portfolio 08	45	C
SITHCCC034	Work effectively in a commercial kitchen	Work Performance 01	60	C
Total nominal hours			170	

service



Course Aims

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

Course Delivery - Location and Times

Year 1: Belgrave Heights Christian School, Wattle Valley Road, Belgrave. Wednesday 1:30pm-5:00pm

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

Mode of Delivery Classroom based including on campus Commercial Kitchen

Duration: 2 years part time

On successful completion of this program the student will receive credit towards VCE, VCE VM.

Student must be 16 years old or older to undertake this course.

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20421 – Certificate II in Cookery**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

iVET Institute

RTO: 32275

RTO Student Information:

Please refer to Mullum Cluster website

www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

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

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

Work Placement: Year 2 – 50 hours work placement.

Other: Please note this course is subject to change.

Future Pathways and Opportunities

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

Units covered in the first year:

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

Units covered in the second year:

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
SITHCCC028	Prepare appetisers and salads		25	C
SITHCCC029	Prepare stocks, sauces and soups		35	C
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes		45	C
SITHCCC034	Work effectively in a commercial kitchen		60	C
Total nominal hours			170	

service



cookery



SIT20421 Certificate II in Cookery

Cire Services

Course Aims

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

Course Delivery - Location and Times

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

Cire Services, Level 1, 7-9 John Street, Lilydale. Friday 9:00am - 2:30pm

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

Cire Services, Level 1, 7-9 John Street, Lilydale. Friday 9:00am - 2:30pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20421 Certificate II in Cookery**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

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

Excursions: Yes

Work Placement: NA

Other: NA

Future Pathways and Opportunities

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

Units covered over the TWO years:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SITHCCC023	Use food preparation equipment	25	C
SITHCCC027	Prepare dishes using basic methods of cookery	45	C
SITHCCC034	Work effectively in a commercial kitchen	60	C
SITHKOP009	Cleanse kitchen premises and equipment	13	C
SITXFSA005	Use hygienic practices for food safety	15	C
SITXINV006	Receive, store and maintain stock	20	C
SITXWHS005	Participate In safe work practices	12	C
SITHCCC024	Prepare and present simple dishes	25	E
SITHCCC025	Prepare and present sandwiches	10	E
SITHCCC028	Prepare appetisers and salads	25	E
SITHCCC029	Prepare stocks, sauces and soups	35	E
SITHCCC030	Prepare vegetables, fruit, eggs and farinaceous dishes	50	E
SITXFSA006	Participate in food handling practises	40	E
Total nominal hours		180	

service



Course Aims

The general purpose of this course prepares students with a limited range of food preparation and cookery skills to prepare food and menu items. Includes units such as, preparing appetisers and salads, preparing stocks, soups and sauces, preparing vegetable, fruit and farinaceous dishes, preparing simple dishes.

Course Delivery - Location and Times

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

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

- **Term 2 and 3:** 1:30pm-6:30pm

Mode of Delivery Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20421 Certificate II in Cookery**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: William Angliss Institute RTO: 3045</p> <p>RTO Student Information: Please refer to https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p> <p>Excursions: NA</p> <p>Work Placement: Not required.</p>	<p>OHS / Personal Protective Equipment: Students are required to purchase Cookery Chef Uniform as well as possess the following clothing requirements:</p> <table border="1" data-bbox="794 1294 1511 1429"> <tr> <td>Black shoes</td> <td>Slip-resistant clogs or quality close-toed comfortable shoes.</td> </tr> <tr> <td colspan="2">Black or white socks</td> </tr> </table> <p>Other: Please note this course is subject to change.</p>	Black shoes	Slip-resistant clogs or quality close-toed comfortable shoes.	Black or white socks	
Black shoes	Slip-resistant clogs or quality close-toed comfortable shoes.				
Black or white socks					

Future Pathways and Opportunities

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

Units covered in the first year:

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

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

Units covered in the second year:

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

* Prerequisite – SITXFSA101 Use Hygiene practices for food safety

Unit Code	Unit Name	Nominal Hours	Core or Elective
SITHCCC028	Prepare appetisers and salads*	25	C
SITHCCC029	Prepare stocks, sauces and soups*	35	C
SITHCCC030	Prepare vegetable, fruit, egg and farinaceous dishes*	50	C
SITHCCC034	Work effectively in a commercial kitchen*	60	C
Total nominal hours		138	

service



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CUA20220 Certificate II in Creative Industries (Screen and Media)

Swinburne University of Technology

Course Aims

The Certificate II in Creative Industries has a media focus and is designed to develop skills and knowledge in media design, production and promotion. During the course, students will develop their storytelling, planning, and communication skills to create a dynamic media product in a collaborative setting.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 9:00am-3:00pm

Mode of Delivery: Classroom/Online

Duration: 1 year

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **CUA20220 Certificate II in Creative Industries (Screen and Media)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment: NA Excursions: NA Work Placement: Not required. Other: Current for 2025</p>
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Future Pathways and Opportunities

<p>Complementary studies:</p>	<ul style="list-style-type: none"> • Art/Studio Arts • Information Technology 	<ul style="list-style-type: none"> • Media Studies • Visual Communications and Design
<p>Pathways:</p>	<ul style="list-style-type: none"> • Certificate III/IV in Screen and Media • Diploma/Advanced Diploma of Screen and Media 	<ul style="list-style-type: none"> • Bachelor of Design • Bachelor of Communication (Media) • Bachelor of Screen Production • Bachelor of Creative Industries * <p>*Course not offered by Swinburne University of Technology</p>
<p>Possible Future Career Opportunities:</p>	<ul style="list-style-type: none"> • Film and Television • Graphic Design • Web Design • Multimedia/Animation 	<ul style="list-style-type: none"> • Interior Design • Industrial Design • Photography • Illustration

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CUADES202	Evaluate the nature of design in a specific industry context	30	E
CUAACD101	Use basic drawing techniques	50	E
CUADIG212	Develop digital imaging skills	50	E
CUAWHS312	Apply work health and safety practices	30	C
BSBTWK201	Work effectively with others	40	C
CUAACD201	Develop drawing skills to communicate ideas	60	E
CUADES201	Follow a design process	50	E
CUAIND201	Develop and apply creative arts industry knowledge	20	C
CUASOU212	Perform basic sound editing	30	E
CUACAM211	Assist with basic camera shoots	30	E
Total nominal hours		390	

creative



dance



CUA20120 Certificate II in Dance with elements of CUA30120 Certificate III in Dance Ringwood Secondary College

Course Aims

The two-year course is a practical and theoretical program for students interested in dance. The VCE/VET Dance program is designed for students who are new to or already studying dance. The content of the program does not assume that the learner has significant industry knowledge or experience. The course provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the performing arts industry. Students can select elective units from the following dance styles: Jazz, Lyrical, Contemporary and Street. At the end of the second-year students will perform two solo dance works which have been choreographed for them in the style of their choice for a panel of assessors.

Course Delivery - Location and Times

Year 1: Ringwood Secondary College, 55A Bedford Road, Ringwood. Wednesday 11:30am – 3:15pm

Year 2: Ringwood Secondary College, 55A Bedford Road, Ringwood. Wednesday 1:45pm – 5:00pm

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

Duration: 2 year program

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA20120 - Certificate II in Dance with elements of CUA30120 – Certificate III in Dance**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

DTO – Dance Training Organisation

RTO: 45789

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

Work Placement: Not required.

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

Excursions: Industry days offered by the RTO that we try to access on Wednesdays but at times are scheduled on other days. E.g., Top Class

Other: NA

Future Pathways and Opportunities

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

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

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUADAN212	Incorporate artistic expression into basic dance performances (CUA20120)	Portfolio 07	45	C
CUAIND211	Develop and apply creative arts industry knowledge (CUA20120)	Portfolio 08	20	C
CUAPRF314	Develop audition techniques (CUA30120)	Portfolio 08	25	C
CUAPRF317	Develop performance techniques (CUA30120)	Portfolio 07	35	C
CUADAN315	Increase depth of jazz dance technique (CUA30120)		50	E
CUADAN316	Increase depth of ballet dance technique (CUA30120)		70	E

creative



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CUA30720 Certificate III in Design Fundamentals Swinburne University of Technology

Course Aims

The Certificate III in Design Fundamentals provides students with basic skills in design, media and art. Core studies include drawing, colour theory, digital image creation and editing. Students use the latest Adobe Creative Cloud applications, including Photoshop and Illustrator.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 9:30am-3:30pm

Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 9:30am-3:30pm

Mode of Delivery: Classroom/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **CUA30720 Certificate III in Design Fundamentals**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment: USB or external hard drive</p> <p>Excursions: NA</p> <p>Work Placement: Not required but recommended.</p> <p>Other: Current for 2025</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Visual Communications and Design 	
Pathways:	<ul style="list-style-type: none"> Certificate IV in Design Certificate IV in Screen and Media (online option) Diploma of Graphic Design Diploma of Visual Arts 	<ul style="list-style-type: none"> Diploma of Visual Merchandising Diploma of Interior Design Diploma of Screen and Media Advanced Diploma of Screen and Media Advanced Diploma of Graphic Design
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Graphic Designer Interior Design Multimedia/Animation Web Design 	<ul style="list-style-type: none"> Industrial Design Photography Illustration

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CUAACD311	Produce drawings to communicate ideas	80	C
CUAPPR311	Produce creative work	45	C
CUAWHS312	Apply work health and safety practices	10	C
CUADES302	Explore and apply the creative design process to 2D forms	50	C
CUADES301	Explore the use of colour	40	C
ICPPRP2210	Select and apply type	30	E
Total nominal hours		255	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CUADIG304	Create visual design components	30	E
CUAILL401	Develop and refine illustrative work	50	E
CUADES303	Explore and apply the creative design process to 3D forms	60	E
CUAPHI312	Capture photographic images	60	E
CUADES201	Follow a design process	50	C
CUADES304	Source and apply design industry knowledge	20	C
Total nominal hours		270	

creative



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

CHC30121 - Certificate III in Early Childhood Education and Care – (Partial Completion)

Box Hill Institute

Course Aims

This VCE VET program is ideal for people who want to educate and care for young children. Students will learn relevant policies and procedures to ensure children's safety, promote inclusive practices and begin to develop the knowledge and skills to commence an exciting career in the early childhood education and care sector.

- The student's school is to support the student in securing Structured Workplace Learning in an ACECQA accredited centre that meets minimum standards.
- Students who wish to complete the full qualification have the option of enrolling in the remaining units beyond their secondary schooling.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 9:00am – 12:30pm **OR** 1:30pm-5:00pm
Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 1:30pm – 5:00pm

Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 1:30pm-5:00pm
Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 1:30pm – 5:00pm

Mode of Delivery: Face to Face delivery.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: On successful completion of this program, students will be eligible for a statement of attainment towards the completion of: **CHC30121 - Certificate III in Early Childhood Education and Care (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: NA

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

Work Placement: Structured Workplace Learning is required in Term 3-4 of Year 1 and again in Year 2. Students will be required to wear a Box Hill Institute Polo, which must be worn during practical sessions and structured workplace learning.

Other: **Students must be in Year 11 or 12** to participate in this course.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Food Technology • Health & Human Development 	<ul style="list-style-type: none"> • Psychology
Pathways:	<ul style="list-style-type: none"> • Certificate III in Early Childhood Education and Care completion 	<ul style="list-style-type: none"> • Bachelor of Early Childhood and Care • Diploma of Early Childhood Education and Care
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • To obtain employment as a Certificate III level educator you must be enrolled and working towards completion of the Certificate III Early Childhood Education and Care. 	<ul style="list-style-type: none"> • Work settings may include preschools /kindergartens, long day care, out of hours school care, recreation and mobile care services.

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCECE056	Work effectively in children's education and care	65	C
HLTWHS001	Participate in workplace health and safety	20	C
CHCDIV001	Work with diverse people	40	E
CHCECE030	Support inclusion and diversity	63	C
Total nominal hours		188	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBPEF403	Lead personal development	40	E
CHCECE055	Meet legal and ethical obligations in children's education and care	60	C
CHCECE034	Use an approved learning framework to guide practice	80	C
HLTAID012	Provide first aid in an education and care setting	22	C
Total nominal hours		202	

service



CHC30121 Certificate III in Early Childhood Education and Care **(Partial Completion)**

Cire Services

Course Aims

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

Course Delivery - Location and Times

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

Year 2: Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 1L00pm - 4:30pm

Mode of Delivery Face to Face delivery and online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CHC30121 - Certificate III in Early Childhood Education and Care**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

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

Excursions: NA

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

Other: NA

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCECE031	Support children's health, safety and wellbeing	160	C
CHCECE056	Work effectively in children's education and care	65	C
HLTWHS001	Participate in workplace health and safety	20	C
CHCDIV001	Work with diverse people	40	E
CHCPRP003	Reflect on and improve own professional practice	120	E
Total nominal hours		405	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCECE033	Develop positive and respectful relationships with children	100	C
CHCECE034	Use an approved learning framework to guide practice	80	C
CHCECE037	Support children to connect with the natural environment	50	C
CHCECE055	Meet legal and ethical obligations in children's education and care	60	C
Total nominal hours		290	

service



CHC30121 Certificate III in Early Childhood Education and Care **(Full Completion)**

Cire Services

Course Aims

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

Course Delivery - Location and Times

Year 1: Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am - 3:30pm **OR** Friday 9:00am - 3:30pm

Year 2 (2026): Cire Services, Level 1, 7-9 John Street, Lilydale. Wednesday 9:00am - 3:30pm **OR** Friday 9:00am - 3:30pm

Mode of Delivery Face to Face delivery and online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CHC30121 - Certificate III in Early Childhood Education and Care (FULL qualification)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Cire Services TOID: 4150</p> <p>RTO Student Information: Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>OHS / Personal Protective Equipment: Students are provided a Cire Training polo shirt for placement (this is included in materials fees).</p> <p>Excursions: NA</p> <p>Work Placement: Cire Training requires all our VETDSS students to undertake a minimum of 160 compulsory hours of SWL spread across the two years of the program, this being 80 hours annually. If you undertake 160 hours of structured workplace learning and the workplace learning record in one year you can provide one general credit for VCE/VCE VM. Students must have placement 1 day per week.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered over the TWO years:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CHCECE030	Support inclusion and diversity	??	C
CHCECE031	Support children's health, safety and wellbeing	160	C
CHCECE032	Nurture babies and toddlers	??	C
CHCECE033	Develop positive and respectful relationships with children	100	C
CHCECE034	Use an approved learning framework to guide practice	80	C
CHCECE035	Support the holistic learning and development of children	??	C
CHCECE036	Provide experiences to support children's play and learning	??	C
CHCECE037	Support children to connect with the natural environment	50	C
CHCECE038	Observe children to inform practice	??	C
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander	??	C
CHCECE055	Meet legal and ethical obligations in children's education and care	60	C
CHCECE056	Work effectively in children's education and care	65	C
CHCPRT001	Identify and respond to children and young people at risk	??	C
HLTWHS001	Participate in workplace health and safety	20	C
CHCDIV001	Work with diverse people	40	E
CHCPRP003	Reflect on and improve own professional practice	120	E
	Total nominal hours	TBA	

service



electrotechnology (career start)



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

UEE22020 Certificate II in Electrotechnology (Career Start)

Swinburne University of Technology

Course Aims

The Career Start program aims to equip students with the knowledge and skills that will enhance their employment prospects in the electrical or related industries. Successful completion of this course may assist in gaining an apprenticeship to commence the Certificate III in Electrotechnology Electrician.

Course Delivery - Location and Times

Please note: Year 1 commences the week of Wednesday 29 January 2025

Year 2 commences the week of Wednesday 5 February 2025

Year 1: Swinburne University of Technology, 369 Stud Road, **Wantirna**. Wednesday 12:30pm-5:30pm **OR** Friday 12:30pm – 5:30pm
Swinburne University of Technology, 12-50 Norton Road, **Croydon**. Wednesday 12:30pm-5:30pm

Year 2: Swinburne University of Technology, 369 Stud Road, **Wantirna**. Wednesday 12:30pm-5:30pm
Swinburne University of Technology, 12-50 Norton Road, **Croydon**. Wednesday 12:30pm-5:30pm

Mode of Delivery: Classroom/Workshop

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: Be eligible for the award of **UEE22020 Certificate II in Electrotechnology (Career Start)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • Steel cap work boots • Full length pants • Exercise book • Scientific calculator <p>Excursions: NA Work Placement: Not required. Other: NA</p>	<ul style="list-style-type: none"> • BYO Device (Laptop) • Shirt or t-shirt (NO singlet) • Pencil case with pens, pencils and erasers
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Mathematical Methods • Physics
Pathways:	<ul style="list-style-type: none"> • Certificate III in Electrotechnology Electrician • Certificate IV in Electrotechnology* <p>*Course not offered by Swinburne University of Technology</p>
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Electrician • Electrical Engineering

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
UEECD0007	Apply work health and safety regulations, codes and practices in the workplace	20	C
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
UEECD0046	Solve problems in single path circuits	40	C
UEECD0038	Provide solutions and report on routine electrotechnology problems	60	C
UEECD0020	Fix and secure electrotechnology equipment	20	E
UEECD0052	Use routine equipment/plant/technologies in an energy sector environment	60	C
Total nominal hours		206	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
UEERE0021	Provide basic sustainable energy solutions for energy reduction in residential premises	40	C
UEERL0001 *	Attach cords and plugs to electrical equipment for connection to a single phase 230 Volt supply	20	E
UEEAS0001	Assemble electronic components	40	E
UEEAS0004	Select electronic components for assembly	20	E
UEECD0019 *	Fabricate, assemble and dismantle utilities industry components	40	E
UEECD0009 *	Carry out routine work activities in an energy sector environment	40	C
UEECD0021	Identify and select components, accessories and materials for energy sector work activities	20	C
<ul style="list-style-type: none"> Prerequisite Requirement 			
Total nominal hours		220	

trade



electrotechnology

22499VIC Certificate II in Electrotechnology Studies (Pre-vocational)
St Joseph's College - Ferntree Gully



Course Aims

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

Course Delivery - Location and Times

Year 1: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully. Thursday 8:00am – 12:30pm OR 1:30pm – 5:00pm

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

Year 2: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully. Thursday 8:00am – 12:30pm OR 1:30pm – 5:00pm

Mode of Delivery Classroom/Workshop based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A Victorian recognised qualification: **22499VIC - Certificate II in Electrotechnology (at the completion of two years study)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

St Joseph's College
RTO: 21710

RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and www.mullumvetcluster.com.au for student rights and responsibilities whilst on Campus.

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

Excursions: NA

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

Other: Please note this course is subject to change.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">Mathematical MethodsPhysics
Pathways:	<ul style="list-style-type: none">Certificate III in Electrotechnology (Electrical Apprenticeship)Certificate IV in Electrotechnology
Possible Future Career Opportunities:	<ul style="list-style-type: none">Electrical EngineeringAir Conditioning and Refrigeration systemsSolar Systems installerElectricianTelecommunication technician

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
HLTAID0011	Provide first aid	18	C
UEENEEE101A	Apply Occupational Health and Safety regulations, codes and practices in the workplace	20	C
UEENEEE102A	Fabricate, assemble and dismantle utilities industry components	40	C
UEENEEE103A	Solve problems in ELV single path circuits	40	C
UEENEEE105A	Fix and secure electrotechnology equipment	20	C
VU22670	Provide an overview of the electrotechnology industry	30	C
UEENEEE141A	Use of routine equipment plant technologies in an energy sector environment	60	E
Total nominal hours		234	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
UEENEEJ104A	Establish the basic operation conditions of air conditioning services	20	C
VU22333	Perform intermediate engineering computations	40	C
VU21544	Install a sustainable extra low voltage energy power system	30	C
VU22671	Use Test instruments in the electrotechnology industry	20	C
VU22672	Carry out basic electrotechnology project	40	C
VU22673	Carry out basic network cabling for extra low voltage (ELV) equipment and devices	30	C
UEENEEP024A	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	20	E
Total nominal hours		200	

trade



Course Aims

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

Course Delivery - Location and Times

Year 1: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 12:00pm – 4:30pm **OR** Wednesday 8:00am – 12:30pm

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

Mode of Delivery: Classroom/workshop based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **22632VIC - Certificate II in Engineering Studies**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

OHS / Personal Protective Equipment: Students must wear heavy cotton drill pants and shirt or cotton drill overalls and steel-capped leather work boots. No bib and brace overalls. Clear lens safety glasses will be supplied. (Work shirt to be purchased at student expense. This is not covered by the Materials fee.)

Excursions: NA

Work Placement: Not required but is strongly recommended.

Other: NA

Future Pathways and Opportunities

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

Units covered in the first year:

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

Units covered in the second year:

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
MEMPE006	Undertake a basic engineering project	TBA	80	C
VU23480	Perform intermediate engineering computations	TBA	40	C
VU23485	Perform basic welding and thermal cutting processes	TBA	60	E
Total nominal hours			180	

trade



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

22632VIC Certificate II in Engineering Studies

Swinburne University of Technology

Course Aims

The Certificate II in Engineering Studies provides students with the practical skills and theoretical knowledge for employment as an apprentice in various engineering trades or as a pathway to higher education programs post-secondary school. Students will be required to plan projects, produce engineering sketches and drawings, and fabricate metal components and products.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 12:30pm-5:30pm (plus a one-week block in Term 3 break)

Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 12:30pm-5:30pm

Mode of Delivery: Classroom/Workshop/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **22632VIC Certificate II in Engineering**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • Steel cap work boots • Full length cotton drill overalls or shirt and pants • Exercise book • Pencil case with pen pencils and erasers • 2nd year students need a personal laptop <p>Excursions: NA</p> <p>Work Placement: A work placement is not required.</p> <p>Other: Current for 2024</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Mathematical Methods 	<ul style="list-style-type: none"> • Physics 	
Pathways:	<ul style="list-style-type: none"> • Certificate III in Engineering – Mechanical, Fabrication, Technical, Production Systems or Electrical 	<ul style="list-style-type: none"> • Certificate IV in Engineering • Diploma/Advanced Diploma of Engineering* • Bachelor of Engineering <p>*Course not offered by Swinburne University of Technology</p>	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Mechanical Engineering tradesperson (fitter & turner) • Steel fabrication/welding tradesperson 	<ul style="list-style-type: none"> • Certified Welder • Process manufacturing engineer • Production engineer 	<ul style="list-style-type: none"> • Mechanical Engineer • Civil Engineer

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23481	Apply occupational health and safety principles in an engineering environment	20	C
VU22475	Safely use hand tools and hand-held power tools for general engineering applications	40	C
VU23477	Interpret and prepare basic two and three dimensional engineering drawings	30	C
VU23478	Perform basic machining processes	40	C
VU23479	Apply basic fabrication techniques	40	C
VU23746	Report on Sectors and Employment in the Manufacturing, Engineering and Related Industries	20	C
Total nominal hours		190	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
MEMPE006A	Undertake a basic engineering project	Product 05	80	C
VU23486	Perform intermediate engineering computations	Work Performance 01	40	C
VU23480	Configure and program a basic robotic system	Work Performance 02	60	E
Total nominal hours			180	

trade



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

TBA: There is a new training package in 2024 so this course will be updated for 2025 Year 1 students.

22513VIC Certificate III in Equine Studies (Year 2 students only)

Box Hill Institute

Course Aims

This course is designed as an introduction to the equine industry. In Year 1 you will learn the skills and knowledge to work safely with horses including basic horse husbandry and care, understanding equine behaviour, daily work routines and equine anatomy. You will complete the Racing Victoria mandatory training units for stable employees and have the opportunity to work with a range of horses in different workplace environments. In Year 2 you will learn how to identify and monitor the signs of common illness/injury in horses; horse physiology; to identify conformation in horses; develop the ability to use appropriate conformation terminology to describe the relationship between conformation, movement and function; understand how to implement feeding programs, monitor feed, supplements and the individual feeding habits of horses.

Course Delivery - Location and Times

Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 1:30pm-5:00pm

Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 1:30pm – 5:00pm

Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill. Wednesday 1:30pm-5:00pm

Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale, Wednesday 1:30pm – 5:00pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A recognised qualification: **22513VIC - Certificate III in Equine Studies (for continuing Year 2 students)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

Other: Mandatory full day practical training days of 4 days in Year 1 and 3 days in Year 2. Dates provided at commencement.

This course requires significant academic rigour along with moderate comprehension and writing skill levels.

OHS / Personal Protective Equipment: Students will be required to provide their own helmets and boots for practical days and wear suitable clothing for an equine related workplace. Current Tetanus Vaccination and Ambulance subscription is required (proof required at enrolment).

Work Placement: The VCAA recommends that students undertake a minimum of 80 hours of SWL for the VCE VET Equine Studies program. SWL should be spread across the duration of the training program and arranged by the student's school. However, it is not mandated to complete the course.

Homework: Students are expected to complete some work tasks out of class time.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Biology
Pathways:	<ul style="list-style-type: none"> After successful completion, you may wish to further your studies in the equine industry.
Possible Future Career Opportunities:	<ul style="list-style-type: none"> After successful completion, you may wish to apply for employment opportunities as an animal attendant, stables or stud horse breeder, biosecurity or border control, veterinary nurse, or riding coach. Other possible industries are horse racing and retail.

Units covered in the first year:(These UOCs for Year 1 will change for the new transition course in 2025)			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ACMEQU202	Handle horses safely	100	C
ACMEQU205	Apply knowledge of horse behaviour	60	C
VU22681	Work effectively in an equine organisation	50	C
VU22685	Identify equine anatomy	30	C
ACMEQU201	Work safely in industries with horses	40	E
VU22688	Assist in the preparation of a horse for an event	40	E
Total nominal hours		320	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Tasks	Nominal Hours	Core or Elective
VU22682	Implement horse health and welfare practices	Portfolio 07	50	C
VU22683	Implement and monitor horse feeding programs	Portfolio 08	50	C
VU22684	Relate equine form to function	Work Project 03	50	C
VU22686	Identify and describe equine physiology	Portfolio 07	50	C
Total nominal hours			200	

service



Course Aims

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

Course Delivery - Location and Times

Year 1: Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5.30pm

Year 2: Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5.30pm

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

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20322 Cert II in Hospitality Units 1-4.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Aquinas College

RTO: 22340

RTO Student Information:

Please refer to www.aquinas.vic.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.

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

Excursions: Students may be required to attend a planned Excursion. An additional cost may be involved.

Work Placement: Not required but is recommended.

Other: Please note this course is subject to change

Future Pathways and Opportunities

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

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

Units covered in the second year:

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

service



Course Aims

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

Course Delivery - Location and Times

Year 1: Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:50pm-6:00pm **(Minimum numbers required)**

Year 2: Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:50pm-6:00pm **(Minimum numbers required)**

Mode of Delivery: Classroom, kitchen and restaurant based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification within the Hospitality Industry: **SIT20322 Certificate II in Hospitality**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Ripponlea Institute RTO: 21230</p> <p>RTO Student Information: Please refer to the VET Student Handbook http://www.materchristi.edu.au/curriculum/year-11-and-12/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: N/A</p> <p>Excursions: There may be a planned excursion.</p> <p>Work Placement: Year 1: 10 shifts of work placement is required. Year 2: 10 shifts of work placements is highly recommended.</p> <p>Other: Please note this course is subject to change</p>
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Future Pathways and Opportunities

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

Units covered in first year: (Minimum numbers required)			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SITXFSA005	Use hygienic practices for food safety	15	E
SITXWHS005	Participate in safe work practices	12	C
SITHIND006	Source and use information on the hospitality industry	25	C
BSBTWK201	Work effectively with others	40	C
SITHIND007	Use hospitality skills effectively	0	C
SITXCCS011	Interact with customers	20	C
SITXCOM007	Show social and cultural sensitivity	20	C
SITHFAB025	Prepare and serve espresso coffee	30	E
Total nominal hours		162	

Units covered in the second year: (Minimum numbers required)				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
SITHFAB024	Prepare and serve non-alcoholic beverages	Portfolio 07	20	C
SITHFAB022	Clean and tidy bar areas	Portfolio 07	30	C
SITHFAB027	Serve food and beverage	Work Performance 01	80	C
SITHFAB036	Provide advice on food	Portfolio 08	40	C
SITXFIN007	Process financial transactions	Work Performance 01	25	C
Total nominal hours			195	

service



Course Aims

The general purpose of this course prepares students with a limited range of hospitality operational skills and basic knowledge. Includes units such as, prepare/serve espresso coffee, non-alcoholic beverages, food and beverage service, hotel accommodation porter service, housekeeping and room service.

Course Delivery - Location and Times

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

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

- **Term 3:** 4:00pm–10:00pm

Mode of Delivery Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20322 Certificate II in Hospitality**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: William Angliss Institute RTO: 3045</p> <p>RTO Student Information: Please refer to https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p> <p>Excursions: NA</p> <p>Work Placement: Not required.</p>	<p>OHS / Personal Protective Equipment: Students are required to purchase William Angliss canvass apron, logo'd polo and black long sleeved shirt as well as possess the following clothing requirements:</p> <table border="1"> <tr> <td>Black tailored pants</td> <td>Black business style trousers with pocket (no hipsters, no jeans, spandex or leggings are permitted).</td> </tr> <tr> <td>Black shoes</td> <td>Lace ups preferred or a slight comfortable heel (no ballerina flats, platform, T-bar runners, canvas or high heels).</td> </tr> <tr> <td colspan="2">Black socks or stockings</td> </tr> </table> <p>Other: NA</p>	Black tailored pants	Black business style trousers with pocket (no hipsters, no jeans, spandex or leggings are permitted).	Black shoes	Lace ups preferred or a slight comfortable heel (no ballerina flats, platform, T-bar runners, canvas or high heels).	Black socks or stockings	
Black tailored pants	Black business style trousers with pocket (no hipsters, no jeans, spandex or leggings are permitted).						
Black shoes	Lace ups preferred or a slight comfortable heel (no ballerina flats, platform, T-bar runners, canvas or high heels).						
Black socks or stockings							

Future Pathways and Opportunities

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

Units covered in the first year:

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

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

Units covered in the second year:

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

*Pre-requisite: SITXFSA101 Use Hygiene practices for food safety

+Pre-requisite: SITHFAB021 Provide Responsible Service of Alcohol

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
SITHFAB024	Prepare and serve non-alcoholic beverages*	Portfolio 07	20	C
SITHFAB022	Clean and tidy bar areas	Work Performance 01	15	C
SITHFAB027	Serve food and beverage *+	Work Performance 01	80	C
SITHFAB036	Provide advice on food	Portfolio 08	40	C
SITXFIN007	Process financial transactions	Work Performance 01	25	C
Total nominal hours			180	

service





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

Ringwood Training

Course Aims

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

Course Delivery - Location and Times

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

Year 2: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:00pm-6:00pm

Mode of Delivery: Classroom based/online blended delivery

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification: **ICT30120 - Certificate III in Information Technology (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

OHS / Personal Protective Equipment: Students are required to have their own laptop/netbook.

Excursions: Students may be required to attend a planned Excursion. (If conducted this is not covered by the Materials Fee. It is at student expense.)

Work Placement: Not required but is recommended.

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

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ICTICT213	Use computer operating systems and hardware	60	E
BSBXCS303	Securely manage personally identifiable information and workplace information	40	C
BSBXCS402	Promote workplace cyber security awareness and best practices	40	E
ICTNWK311	Install and test network protocols	40	E
Total nominal hours		180	

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

technology





Course Aims

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

Course Delivery - Location and Times

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

Year 2: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:00pm-6:00pm

Mode of Delivery: Classroom based/online blended delivery

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **ICT30120 - Certificate III in Information Technology (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

OHS / Personal Protective Equipment: Students are required to have their own laptop/netbook.

Excursions: Students may be required to attend a planned Excursion. (If conducted this is not covered by the Materials Fee. It is at student expense.)

Work Placement: Not required but is recommended.

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

Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBCRT301	Develop and extend critical and creative thinking skills	40	C
CUAANM302	Create 3D Digital Animations	75	E
ICTGAM304	Develop three-dimensional (3D) models for digital games	50	E
ICTGAM305	Apply simple textures and shading to three-dimensional (3D) models for digital games	50	E
Total nominal hours		215	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
ICTICT313	Identify IP, ethics and privacy policies in ICT environment	TBA	50	C
ICTSAS305	Provide IT advice to clients	TBA	40	C
ICTSAS312	Provide basic system administration	TBA	20	E
ICTSAS309	Maintain and repair ICT equipment and software	TBA	20	E
ICTSAS310	Install, configure and secure a small office or home office network	TBA	50	E
Total nominal hours			180	

technology



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ICT30120 Certificate III in Information Technology (Cyber) (Partial completion)

Swinburne University of Technology – Hawthorn Campus

Course Aims

The Certificate III in Information Technology (Cyber Security) has been designed for students with a strong interest in pursuing a career in cyber security and networking. The course will provide the skills and knowledge needed for a broad range of tasks related to information technologies industries who focus on cyber security. Please note, this is a full two-year course and mid-years intakes cannot be offered.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, John Street, **Hawthorn**. Wednesday 9:00am-12:30pm

Year 2: (2026)

Mode of Delivery: Classroom/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for a Statement of Attainment listing the units achieved in **ICT30120 Certificate III in Information Technology (Partial Completion)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • USB or external hard drive <p>Excursions: NA Work Placement: Not required. Other: Current for 2025</p>
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Future Pathways and Opportunities

<p>Complementary studies:</p>	<ul style="list-style-type: none"> • Networking • Cyber security • Cloud technologies
<p>Pathways:</p>	<ul style="list-style-type: none"> • Certificate IV in Information Technology – Cyber Security • Diploma of Information Technology – Advanced Networking and Cyber Security
<p>Possible Future Career Opportunities:</p>	<p>Support IT activities across a wide range of areas such as:</p> <ul style="list-style-type: none"> • Help desk assistant • General IT support services

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBCRT301	Develop and extend critical and creative thinking skills	40	C
BSBXCS303	Securely manage personally identifiable information and workplace information	40	C
BSBXTW301	Work in a team	40	C
ICTPRG302	Apply introductory programming techniques	40	C
ICTNWK311	Install and test network protocols	40	E
ICTCLD301	Evaluate characteristics of cloud computing solutions and services	40	E
Total nominal hours		240	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
ICTICT313	Identify IP, ethics and privacy policies in ICT environments	50	C
ICTSAS305	Provide ICT advice to clients	40	C
ICTSAS309	Maintain and repair ICT equipment and software	20	C
ICTSAS310	Install, configure and secure a small office or home office network	50	C
ICTSAS312	Provide basic system administration	20	C
ICTNWK309	Configure and administer network operating systems	70	E
Total nominal hours		250	

technology



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ICT30120 Certificate III in Information Technology (Games) (Partial completion)

Swinburne University of Technology

Course Aims

The Certificate III in Information Technology has a game art and animation focus. This is a two-year partial completion program that develops skills for the games industry.

Students will gain basic skills in digital imaging and visual design, 3D modelling and texture mapping and 3D animation. They will also learn the fundamental skills of using the Unreal game engine to make and incorporate assets into a 3D environment and create an interactive game.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 9:00am-12:30pm **OR** 1:30pm – 5:00pm

Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 1:30pm – 5:30pm

Mode of Delivery: Classroom/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for a Statement of Attainment listing the units achieved in **ICT30120 Certificate III in Information Technology (Partial Completion)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Swinburne University of Technology
(TOID 3059)

RTO Student Information:

Please refer to <http://www.swinburne.edu.au/policies-regulations/> and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

Clothing and Equipment:

- USB or external hard drive
- Pen
- Exercise book (A4)

Excursions: NA

Work Placement: Not required.

Other: Current for 2024

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Information Technology 	<ul style="list-style-type: none"> • Art and Design
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Information Technology – Games Development • Diploma of Information Technology – Games Design and Programming 	
Possible Future Career Opportunities:	Support IT activities across a wide range of areas such as: <ul style="list-style-type: none"> • Web Technologies • Software Applications • Digital media technologies • Games development 	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CUAANM302	Create 3D digital animations	75	E
ICTICT221	Identify and use specific industry standard technologies	40	E
ICTPRG302	Apply introductory programming techniques	40	C
ICTGAM304	Develop three-dimensional (3D) models for digital games	50	E
Total nominal hours		205	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CUADIG304	Create visual design components	30	E
ICTICT215	Operate digital media technology package	40	E
ICTICT312	Use advanced features of applications	40	E
ICTGAM305	Apply simple textures and shading to three-dimensional (3D) models for digital games	50	E
ICTPRG435	Write scripts for software applications	40	E
Total nominal hours		200	

technology



cisco (integrated technologies)

Year 1: To Be Confirmed as New Qualification expected in 2025

Year 2: 22519VIC Certificate IV in Integrated Technologies (CISCO) (Partial Completion)

(For continuing students)

Ringwood Training

Course Aims

The Cisco CCNA networking program is a highly respected worldwide industry qualification that aims to give students skills and knowledge in information technology, networking, wireless technologies, security and connectivity technologies including mobile devices and general issues to do with how to connect, maintain and expand computer networks.

Course Delivery - Location and Times

Year 1: To Be Confirmed as New Qualification expected in 2025

Year 2: Ringwood Training, 3 Hill Street, Ringwood East. Wednesday 3:00pm - 6:00pm

Mode of Delivery: Classroom/workshop based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **22519VIC Certificate IV in Integrated Technologies. (Partial Completion)**
(For current 2025 Year 2 students)

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Ringwood SC (Ringwood Training)

RTO: 22475

RTO Student Information:

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

Excursions: NA

Work Placement: Not required but is strongly recommended.

OHS / Personal Protective Equipment: No formal prerequisites are necessary; however, students need to have a passion and interest in Information Technology, networking, wireless technologies, security and connectivity technologies including mobile devices and general issues to do with how to connect, maintain and expand computer networks. Program A is generally taken before Program B unless the student has equivalent knowledge or skill in the Program A content. Some additional training days during term holidays may be offered.

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

Future Pathways and Opportunities

Complementary studies:	Information Communication Technology	
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Information Technology • Diploma of Information Technology 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Database Administrator • Information Technology • Network Manager • Software Designer 	<ul style="list-style-type: none"> • Software Testing • Systems Administrator • Systems Administration Support

laboratory skills

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MSL30122 Certificate III in Laboratory Skills Swinburne University of Technology

Course Aims

The Certificate III in Laboratory Skills is designed to provide students with the skills and knowledge to work as a member of a laboratory team. Students will learn to follow set procedures, including laboratory OH&S requirements, and how to assist in collecting and preparing samples. They will also gain skills in using basic laboratory equipment and in carrying out, measuring and recording results of test procedures and experiments in research, chemical, biological or life sciences.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, **Wantirna**. Wednesday 12:30pm – 5:30pm **OR**
Swinburne University of Technology, John Street, **Hawthorn (days and times to be confirmed)**

Year 2: Swinburne University of Technology, 369 Stud Road, **Wantirna**. Wednesday 12:30pm – 5:30pm

Mode of Delivery: Classroom/Laboratory

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **MSL30122 Certificate III in Laboratory Skills**.

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Swinburne University of Technology
(TOID 3059)

RTO Student Information:

Please refer to <http://www.swinburne.edu.au/policies-regulations/> and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

Clothing and Equipment:

- Closed toe shoes
- Pen
- Exercise book
- Long hair must be tied back during practical classes

Excursions: Some excursions may be organised for collection of samples for lab analysis.

Work Placement: Not required.

Other: Current for 2025

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">• Biology• Chemistry	<ul style="list-style-type: none">• Environmental Science• Physics
Pathways:	<ul style="list-style-type: none">• Certificate IV in Laboratory Techniques• Diploma of Laboratory Technology• Advanced Diploma of Laboratory Operations	<ul style="list-style-type: none">• Bachelor of Science * (major in Chemistry, Biochemistry or Biotechnology) <p>*Course not offered by Swinburne University of Technology</p>
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Laboratory Attendant• Chemical Process Operator	<ul style="list-style-type: none">• Scientific Glassblower• Technical Assistant

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBCMM211	Apply communication skills	40	C
MSL904003	Perform standard calibrations	50	E
MSL913004	Plan and conduct laboratory/field work	40	E
MSL922002	Record and present data	40	E
MSL933005	Maintain the laboratory/field workplace fit for purpose	30	E
MSL943004	Participate in laboratory or field workplace safety	40	C
MSL953003	Receive and prepare samples for testing	30	E
MSL973025	Perform basic tests	60	E
Total nominal hours		330	

Units covered in the second year:

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
MSL973015	Prepare culture media	Portfolio 08	30	E
MSL973027	Perform technique that prevents cross contamination		40	E
MSL973028	Perform microscopic examination	Portfolio 07	40	E
MSL933009	Contribute to the achievement of quality objectives	Portfolio 08	30	C
MSL973026	Prepare working solutions	Work Performance 01	50	E
Total nominal hours			190	

technology



CUA30920 Certificate III in Music (Performance) Scoresby Secondary College

Course Aims

The VCE VET Music program aims to:

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

Course Delivery - Location and Times

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

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

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

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA30920 - Certificate III in Music (Performance)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Australian College of the Arts Pty Ltd/Collarts
RTO: 0109

RTO Student Information:

Please refer to the Mullum Cluster Website
www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

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

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

Work Placement: Not required but is recommended.

Other: Please note this course is subject to change.

Future Pathways and Opportunities

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

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

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

creative



CUA30920 Certificate III in Music (Performance)
Mater Christi College

Course Aims

These qualifications provide students with a broad range of skills and knowledge to pursue a career of further training within the music industry.

Course Delivery - Location and Times

Year 1: Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:50pm-6:00pm

Year 2: (2026) Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:50pm-6:00pm

Mode of Delivery: Classroom

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: A nationally recognised qualification within the Hospitality Industry: **CUA30920 Certificate III in Music (Performance)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: COSAMP RTO: 41549</p> <p>RTO Student Information: Please refer to the VET Student Handbook http://www.materchristi.edu.au/curriculum/year-11-and-12/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students should ideally have their own instrument other than keyboard/piano and drumkit. It is recommended that students have instrumental/vocal tuition but this is not a requirement. Students will need to be confident in performing on their instrument or voice and be prepared to devote their own time to making progress e.g. at home practice, YouTube tutorials, guidance from family/friends etc</p> <p>Excursions: There may be a planned excursion.</p> <p>Work Placement: NA</p> <p>Other: Please note this course is subject to change</p>
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Future Pathways and Opportunities

<p>Complementary studies:</p>	<ul style="list-style-type: none"> • Training within the Music Industry 	
<p>Pathways:</p>	<ul style="list-style-type: none"> • Certificate IV in Music Industry (Performance) 	<ul style="list-style-type: none"> • Diploma of Music Industry (Performance)
<p>Possible Future Career Opportunities:</p>	<ul style="list-style-type: none"> • Professional performer (solo) • Professional performer (in a band) • Professional performer (musical theatre band) 	<ul style="list-style-type: none"> • Accompanist • Teacher

CUA30920 Certificate III in Music (Performance)

Boronia K-12 College

Course Aims

The Certificate III in Music Industry (Performance) aims to equip students with a broad range of skills and knowledge required to perform effectively within the music industry. This program is designed to develop students' practical abilities in music performance, including instrumental or vocal skills, stagecraft, and music production. It also provides foundational knowledge about the music industry, career planning, and the application of creative skills in various music contexts.

Course Delivery – Location Times

Year 1: Boronia K-12 College, 37-39 Albert Avenue, Boronia. Wednesday 1:00pm - 5:00pm

Year 2: Boronia K-12 College, 37-39 Albert Avenue, Boronia. Wednesday 1:00pm - 5:00pm

Mode of Delivery: Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](https://www.vcaa.vic.edu.au/get-vet-program-chart.pdf)

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

Qualification: A nationally recognised qualification: **CUA30920 - Certificate III in Music (Performance)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

COLLARTS

RTO: 121314

RTO Student Information:

Please refer to <https://www.boroniak-12.vic.edu.au/our-college/key-policies/> vet.support@collarts.edu.au and/or www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

Work Placement: Work placement occurs within the course hours as well as externally. Students are expected to attend performances outside of the designated class time to compliment the work done in class and achieve the nominal hours indicated below for each unit.

- **CUAMPF301 Develop technical skills in performance:** 70 hours
- **CUAMPF302 Prepare for performances:** 35 hours
- **CUAMPF303 Contribute to backup accompaniment:** 35 hours
- **CUAMPF304 Make a music demo:** 40 hours
- **CUAMPF305 Develop improvisation skills:** 70 hours

OHS / Personal Protective Equipment:

- **Uniform:** Students may be required to wear appropriate attire for performances and practical sessions. Specific requirements vary by institution.
- **Equipment:** Students need to have access to their primary musical instrument, whether it's provided by the school or their own. They may also need other musical accessories like amplifiers, cables, and music stands.

Excursions: There might be excursions to music venues, recording studios, and industry events as part of the course. Participation in these activities can provide valuable industry insights and practical experience.

Other: NA

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Music Composition • Music Performance
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Music Industry (Performance)
Possible Future Career Opportunities:	<p>Performance Careers: Professional Musician (soloist or band member); Session Musician; Background Vocalist</p> <p>Production and Technical Roles: Music Producer; Sound Technician; Recording Engineer</p> <p>Creative and Supportive Roles: Songwriter/Composer; Music Arranger; Music Tutor or Instructor</p> <p>Industry Roles: Music Promoter; Event Manager; Music Marketing and Sales</p>

Further Education: Advanced Certificates or Diplomas in Music; Bachelor's Degree in Music; Music Technology, or related fields

UOC Units of Competency

Units covered in the first year:

In the first year of the Certificate III in Music Industry (Performance), students will learn the basics of working in the music industry, develop simple musical skills, and start creating their own musical compositions. This year focuses on laying a strong foundation in music performance and industry knowledge.

Unit Code	Unit Name	Nominal Hours	Core or Elective
CUACMP311	Implement copyright arrangements:	??	??
CUAIND313	Work effectively in the music industry:	??	??
CUAIND314	Plan a career in the creative arts industry	??	??
CUAMPF213	Perform simple repertoire in ensembles	??	??
CUAMCP311	Create simple musical compositions	??	??
CUAMPF314	Make music demos	??	??
Total nominal hours		??	

Units covered in the second year:

In the second year of the Certificate III in Music Industry (Performance), students will focus on refining their performance skills, including stagecraft and technical abilities. This year emphasizes advanced performance techniques and prepares students for solo and group performances.

Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUAMPF312	Prepare for musical performances	TBA	??	??
CUAMPF315	Develop and perform musical improvisation	TBA	??	??
CUAMPF412	Develop and maintain stagecraft skills	TBA	??	??
CUAMPF311	Develop technical skills for musical performances	TBA	??	??
CUAMPF414	Perform music as part of a group OR see below	TBA	??	??
CUAMPF416	Perform music as a soloist	TBA	??	??
Total Nominal hours			??	

creative



Course Aims

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

Course Delivery - Location and Times

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

Year 2: (2026)

Mode of Delivery Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA30920 - Cert III in Music Units 1-4 (Performance)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: COSAMP RTO: 41549</p> <p>RTO Student Information: Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: School uniform must be worn to the host school. Personal equipment should be brought to the class.</p> <p>Excursions: NA</p> <p>Work Placement: NA.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

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

Units covered in the second year: (2026)				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUAMPF311	Develop technical skills for music performances	TBA	20	C
CUAMPF312	Prepare for musical performance	TBA	35	C
CUAMPF315	Develop and perform musical improvisation	TBA	35	C
CUAMPF412	Develop and apply stage craft skills	TBA	70	C
CUAMPF414 or CUAMPF416	Perform music as part of a group	TBA	70	E
	Perform music as a soloist	TBA		
Total nominal hours			230	

creative



Course Aims

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

Course Delivery - Location and Times

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

Year 2: (2026) Melba College, Brentnall Road, Croydon; **Thursday** 2:00pm – 6:00pm

Mode of Delivery: Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA30920 Certificate III in Music Units 1-4 (Performance)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

COLLARTS – The Australian College of The ARTS

RTO: 0109

RTO Student Information:

<https://www.collarts.edu.au/>

Please refer to and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.

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

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

Work Placement: Not required but 15 hours is recommended.

Other: NA

Future Pathways and Opportunities

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

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

Units covered in the second year: (2026)				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUAMPF311	Develop technical skills for music performances	TBA	20	C
CUAMPF312	Prepare for musical performance	Tba	35	C
CUAMPF315	Develop and perform musical improvisation	TBA	35	C
CUAMPF412	Develop and apply stage craft skills	TBA	70	C
CUAMPF414	Perform music as part of a group	TBA	70	E
Total nominal hours			230	

creative



Course Aims

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

Course Delivery - Location and Times

Year 1: (Not offered in 2025)

Year 2: Melba College, Brentnall Road, Croydon; **Thursday** 3:00pm – 6:00pm

Mode of Delivery: Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA30920 Certificate III in Music Units 1-4 (Sound Production)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: COLLARTS – The Australian College Of The ARTS RTO: 0109</p> <p>RTO Student Information: https://www.collarts.edu.au/ Please refer to and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students will have to wear school uniform. Additional costs will NOT be involved.</p> <p>Excursions: Students may be required to attend a planned excursion. Additional costs may be involved.</p> <p>Work Placement: Not required but 15 hours is recommended.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered in the first year: (Not offered in 2025)			
Unit Code	Unit Name	Nominal Hours	Core or Elective
Total nominal hours		0	

Units covered in the second year: (2025)				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUASOU306	Operate sound reinforcement systems	Work Performance	40	C
CUASOU308	Install and disassemble audio equipment	Work Performance	40	C
CUASOU317	Record and mix a basic music demo	Product	40	C
CUASOU321	Mix music in a studio environment	Portfolio	60	C
CUASOU412	Manage audio input sources	Portfolio	30	C
Total nominal hours			210	

creative





CUA30920 Certificate III in Music (Sound Production) Emmaus College

Course Aims

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

Course Delivery - Location and Times

Year 1: Emmaus College, 305 Springvale Rd, Vermont South; Wednesday 1:30pm-5.30pm

Year 2: 2026 Emmaus College, 305 Springvale Rd, Vermont South; Wednesday 1:30pm-5.30pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA30920 Certificate III in Music Units 1-4 (Sound Production)**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: COSAMP RTO: 41549</p> <p>RTO Student Information: Please refer to www.cosamp.com.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students will have to wear a uniform. Additional costs will be involved.</p> <p>Excursions: Students may be required to attend a planned Excursion. Additional costs may be involved.</p> <p>Work Placement: Not required but is recommended.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

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

Units covered in the first year:

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

Units covered in the second year:

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

creative



PLEASE NOTE: ALL APPLICATIONS FOR BOX HILL INSTITUTE ARE THROUGH BOX HILL INSTITUTE AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

SIS20419 Certificate II in Outdoor Recreation

Box Hill Institute

Course Aims

This course focuses on participation skill acquisition related to activities in Outdoor Recreation and Outdoor Education. It is highly suitable for those who have an active lifestyle and enjoy being in the outdoors and extending themselves through several adventure activities. Canoeing, rock climbing, mountain bike riding are all included activities in this exciting course. Students will learn the fundamental skills to plan and assist in the delivery of outdoor recreation activities and gain knowledge in activity risk management and response to emergencies. The course is aligned with the Certificate IV in Outdoor Leadership (SIS40621) and provides credit to some units into this study pathway. We deliver the course out of the Lilydale Lakeside campus which has great on-site facilities and easy access to local parks and environments for off-site activity facilitation.

Course Delivery - Location and Times

Year 1: Box Hill Institute, **Lilydale Lake** Campus – 1 Jarlo Drive, Lilydale. Wednesday 1:30pm-5:00pm

Mode of Delivery: Face to face delivery.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](http://www.vcaa.vic.edu.au/getvet)

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

Qualification: On successful completion of this program, students will be eligible for: **SIS20419 - Certificate II in Outdoor Recreation.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Box Hill Institute

RTO: 4687

RTO Student Information:

Please refer to <http://www.boxhill.edu.au/about-us/policies-and-procedures/> and www.mullumcluster.com for student rights and responsibilities whilst on campus.

Excursions: Students may attend offsite activities.

OHS / Personal Protective Equipment: Students should wear comfortable clothing suitable for specific physical activities.

Work Placement: There is no requirement for structured workplace learning to satisfactorily complete this course.

Other: This course can only be completed as part of your secondary school studies in Year 10, 11 and 12.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
Pathways:	<ul style="list-style-type: none"> Certificate IV in Outdoor Leadership Diploma of Sport 	<ul style="list-style-type: none"> Certificate III in Fitness Certificate IV in Fitness
Possible Future Career Opportunities:	<ul style="list-style-type: none"> On satisfactory completion of this course, you will be ready to assist with activities in the outdoor recreation industry. It could be a pathway into a Certificate IV course to acquire the skills required to lead activities in outdoor recreation and education. 	

Units covered in the first year (1 Year course):			
Unit Code	Unit Name	Nominal Hours	Core or Elective
HLTWHS001	Participate in workplace health and safety	20	C
SISOFLD001	Assist in conducting recreation sessions	30	C
SISOFLD002	Minimise environmental impact	15	C
SISXIND002	Maintain sport, fitness and recreation industry knowledge	30	C
HLTAID011	Provide first aid	18	E
SISOCLM001	Top rope climb single pitches, artificial surfaces	20	E
SISOCNE001	Paddle a craft using fundamental skills	40	E
SISOCYT004	Ride off road bicycles on easy trails	20	E
SISXEMR001	Respond to emergency situations	18	E
SISOFLD006	Navigate in tracked environments	30	E
SISXFAC001	Maintain equipment for activities	5	E
Total nominal hours		246	

service



plumbing

22569VIC Certificate II in Plumbing (Pre-Apprenticeship)
St Joseph's College - Ferntree Gully



Course Aims

The course is designed for people wanting to enter the building and construction industry to become apprentice plumbers. It will provide the knowledge and practical skills associated with working in the plumbing industry and equip students to become apprentice plumbers.

Course Delivery - Location and Times

Year 1: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully, Wednesday 1:30pm – 5:30pm

Year 2: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully, Thursday 8:00am – 12:30pm

Mode of Delivery Classroom/Workshop based.

Duration: 2 years part time

Please note: availability of this course, will depend on internal applications

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **22569VIC - Certificate II in Plumbing (Pre-apprenticeship) (at the completion of two years study)**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Parade College
RTO: 40750

RTO Student Information:

Please refer to the Student Handbook of St Joseph's College and www.mullumvetcluster.com.au for student rights and responsibilities whilst on Campus.

OHS/PPE/Clothing and Equipment: Steel capped boots and work pants required. Polo and jumper provided.

Excursions: NA

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

Other: Please note this course is subject to change.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">EnglishBusiness ManagementFurther Mathematics
Pathways:	<ul style="list-style-type: none">Certificate III in PlumbingCertificate IV in Plumbing and Services
Possible Future Career Opportunities:	<ul style="list-style-type: none">Apprentice Plumber

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
CPCWHS1001	Prepare to work safely in the construction industry	6	C
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	20	C
VU23049	Identify career pathways in the plumbing industry	30	C
BSBWRT311	Write simple documents	30	C
CPCPCM2039A	Carry out interactive workplace communication	10	C
CUAACD303	Produce technical drawings	50	C
VU23051	Prepare to work in the plumbing industry	20	C
CPCCCM1015	Carry out measurements and calculations	20	C
VU23056	Use plumbing pipes, fittings and fixtures to simulate plumbing installations	30	C
HLTAID010	Provide basic emergency life support	12	C
VU23054	Use basic plumbing hand tools	50	C
Total nominal hours		278	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23047	Cut and penetrate building materials and structures	30	C
VU23052	Use and apply basic levelling equipment for plumbing	8	C
VU23048	Fabricate simple plumbing pipe systems	30	C
VU23055	Use basic power tools	20	C
VU23050	Perform basic oxy-acetylene welding and cutting	20	C
VU22053	Use basic electric welding equipment and techniques	20	C
CPCCCM2001	Read and interpret plans and specifications	20	C
VU23046	Apply basic sheet metal practices	50	C
Total nominal hours		214	

trade



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

22569VIC Certificate II in Plumbing (Pre-Apprenticeship)

Swinburne University of Technology - Wantirna and Croydon

Course Aims

The Certificate II in Plumbing (Pre-apprenticeship) is a hands-on course involving both theory and practical skills. It aims to provide students with an insight into working within a licensed trade area and the associated responsibilities and equip students with the skills and knowledge an employer looks for when hiring an apprentice. Students will gain hands-on experience with plumbing equipment and learn about the practices and expectations of the plumbing industry.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna. Wednesday 8:30am-3:00pm **OR** Friday 8:30am – 3:00pm
Swinburne University of Technology, 12-50 Norton Road, Croydon. Wednesday 8:30am-3:00pm **OR** Wednesday 12:30pm – 5:30pm
(Plus a one-week block in Term 2 or 3 break) **OR** Friday 8:30am-3:00pm

Year 2: Swinburne University of Technology, 12-50 Norton Road, Croydon. Wednesday 8:00am – 12:00pm **OR** 1:00pm – 5:00pm

Mode of Delivery: Classroom/Workshop/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of 22569VIC Certificate II in Plumbing (Pre-apprenticeship).

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • Work boots (leather upper) • Full length work pants (NO jeans or track pants) • Shirt or t-shirt (NO singlets) <p>Excursions: NA Work Placement: Not required. Other: Current in 2025</p>	<ul style="list-style-type: none"> • Pen • 1m folding ruler • Carpenter's pencil
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Future Pathways and Opportunities

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

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core of Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
CPCPCM2039A	Carry out interactive workplace communication	10	C
CPCCCM2001	Read and interpret plans and specifications	36	C
HLTAID002	Provide basic emergency life support	12	C
VU23046	Apply basic sheet metal practices	50	C
VU23047	Cut and penetrate building materials and structures	30	C
VU23050	Perform basic oxy-acetylene welding and cutting	20	C
VU23051	Prepare to work in the plumbing industry	20	C
VU23052	Use and apply basic levelling equipment for plumbing	8	C
VU23054	Use basic plumbing hand tools	50	C
Total nominal hours		242	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core of Elective
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	20	C
CPCCCM1015	Carry out measurements and calculations	20	C
BSBWRT311	Write simple documents	30	C
CUAACD303	Produce technical drawings	50	C
VU23048	Fabricate simple plumbing pipe systems	30	C
VU23049	Identify career pathways in the plumbing industry	30	C
VU23053	Use basic electric welding equipment and techniques	20	C
VU23055	Use basic power tools	20	C
VU23056	Use plumbing pipes, fittings and fixtures to simulate plumbing installations	30	C
Total nominal hours		250	

trade



retail cosmetics



SHB20121 Certificate II in Retail Cosmetics Inspiring Training Academy

Course Aims

This qualification reflects the role of retail sales personnel involved in a defined range of tasks to sell and demonstrate beauty or cosmetic products. They follow known routines and procedures, and work under direct supervision. This qualification provides a pathway to work as a retail sales consultant in any business that sells beauty or cosmetic products and services. This can include beauty and hairdressing salons, retail outlets and department stores.

Course Delivery - Location and Times

Year 1: Inspiring Training Academy, 91A Boronia Road, **Boronia**. Wednesday 12:00pm-4.30pm.

Nazareth College, Manning Drive, **Noble Park**. Wednesday 12:00pm-4.30pm

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

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SHB20121 Certificate II in Retail Cosmetics**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd
TOID No: 22728

RTO Student Information:

Please refer to www.inspiringbeauty.com.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment: Flat toe shoes are to be worn as per industry requirements; PPE equipment will be issued to use on campus as per the training package requirements.

Excursions: Excursions N/A

Incursions may occur by an industry expert but will be to no further cost to the student.

Work Placement: Structured Workplace Learning is highly recommended to allow students to master valuable 'real-world' skills and knowledge, enabling the student to incorporate learnt practices into 'real' industry situations as well as giving the student a leading edge on their future employment opportunities.

Other: Please note this course is subject to change.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">• Biology	<ul style="list-style-type: none">• Chemistry
Pathways:	<ul style="list-style-type: none">• Certificate III in Beauty Therapy• Certificate IV in Beauty Therapy	<ul style="list-style-type: none">• Diploma of Beauty Therapy• Bachelor of Health Science (Dermal Therapies)
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Retail Assistant• Beauty Therapist• Makeup Artist	<ul style="list-style-type: none">• Beauty Therapist (Spa)• Dermal Therapist• Dermal Clinician

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBXWHS003	Apply safe hygiene, health and work practices	40	C
SHBXIND005	Communicate as part of a salon team	30	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBBRES003	Research and apply beauty industry information	20	E
SHBBCCS005	Advise on beauty products and services	30	C
SHBBCCS004	Demonstrate retail skin care products	25	C
SHBBINF002	Maintain infection control standards	75	E
SHBBMUP009	Design and apply make-up	45	C
SIRXIND003	Organise personal work requirements	20	C
SHBBMUP010	Design and apply make-up for photography	30	E
SHBXCCS007	Conduct salon financial transactions	25	C
SHBBMUP013	Design and apply creative make-up	50	E
SIRRINV001	Receive and handle retail stock	30	E
SIRRMER001	Produce visual merchandise displays	35	E
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
Total nominal hours		535	

service



retail services



SIR20216 Certificate II in Retail Services Cire Services

Course Aims

This qualification reflects the role of frontline retail team members who use a defined and limited range of operational skills to undertake workplace activities. This qualification provides a pathway to work in a diverse range of retail settings including specialty retailers, supermarkets, department stores and quick service restaurants. Individuals with this qualification are able to perform roles such as frontline team member, customer service assistant and point-of-sale operator.

Course Delivery - Location and Times

Year 1: Cire Services, Level 1, 7 – 9 John Street, Lilydale, Wednesday 1:00pm - 4:30pm

Year 2: Cire Services, Level 1, 7 – 9 John Street, Lilydale, Wednesday 1:00pm - 4:30pm

Mode of Delivery Classroom/workshop simulation

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CHC32015 Certificate III in Community Services.**

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Cire Services

TOID: 4150

RTO Student Information:

Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.

OHS / Personal Protective Equipment: N/A

Excursions: Yes

Work Placement: Not required however, highly encouraged/recommended.

Other: NA

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">• Business	<ul style="list-style-type: none">• Community Pharmacy
Pathways:	Certificate III/ IV in the following streams: <ul style="list-style-type: none">• Retail• Business• Community Pharmacy	
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Pathway to work in diverse range of retail settings including speciality retailers, supermarkets, department stores and quick service restaurants	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SIRXMKT001	Support marketing and promotional activities	30	E
SIRXIND001	Work effectively in a service environment	45	C
SIRXIND003	Organise personal work requirements	20	C
SIRXCEG001	Engage the customer	30	C
SIRXWHS002	Contribute to workplace health and safety	20	C
SIRXCOM001	Communicate in the workplace to support team and customer outcomes	40	C
SIRXCEG002	Assist with customer difficulties	40	E
Total nominal hours		225	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SIRXPDK001	Advise on products and services	30	C
SIRXRSK001	Identify and respond to security risks	30	C
SIRRINV001	Receive and handle retail stock	35	E
SIRRMER001	Produce visual merchandise displays	35	E
SIRXIND002	Organise and maintain the store environment	20	E
Total nominal hours		150	

service



salon assistant

SHB20216 Certificate II in Salon Assistant
Inspiring Training Academy



Course Aims

This qualification reflects the role of a salon assistant within the hairdressing industry. You will gain the skills of how to maintain an efficient work environment whilst incorporating the highest of hygiene standards. You will learn how to interact with clients in a professional manner being able to assist your work team in preparing clients, shampooing and basic basin services. You will be able to perform Head neck and shoulder massage, braiding and blow waving techniques.

Course Delivery - Location and Times

Year 1: Inspiring Training Academy, 91A Boronia Road, **Boronia**. Wednesday 12:00pm-4.30pm.

Cire Community School, 34-40 John Street, **Lilydale**. Wednesday 12:00pm-4.30pm.

Nazareth College, Manning Drive, **Noble Park**. Wednesday 12:00pm-4.30pm.

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

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SHB20216 - Certificate II in Salon Assistant**.

Additional Requirements/ Information

Name of RTO & Provider of Qualification:

Inspiring Training Academy Pty Ltd

TOID No: 22728

RTO Student Information:

Please refer to www.inspiringbeauty.com.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.

OHS / Personal Protective Equipment Students must wear enclosed footwear as per the industry OHS requirements. Inspiring Training Academy will provide all students with the required PPE for all training as per the Training package. Excursions: No external excursions will occur. Incursions from Industry experts may be included but at no additional cost to the students.

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

For further information please visit the Victorian Curriculum and Assessment Authority website [here](#)

Other: Please note this course is subject to change.

Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">Chemistry	<ul style="list-style-type: none">Art	<ul style="list-style-type: none">Business Studies
Pathways:	<ul style="list-style-type: none">Certificate III in Hairdressing	<ul style="list-style-type: none">Certificate IV in Hairdressing	<ul style="list-style-type: none">Diploma of Salon Management
Possible Future Career Opportunities:	<ul style="list-style-type: none">Salon AssistantRetail Sales	<ul style="list-style-type: none">Salon ManagerHairdresser	

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBXIND005	Communicate as part of a salon team	30	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBXCCS009	Greet and prepare clients for salon services	10	C
SHHBAS001	Provide shampoo and basin services	40	C
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBHDES001	Dry hair to shape	40	C
SIRXSL001	Sell to the retail customer	20	E
SHBXCCS007	Conduct salon financial transactions	25	C
SHHBAS002	Provide head, neck and shoulder massages for relaxation	20	E
SHBHDES002	Braid hair	30	E
SIRRMER001	Produce visual merchandise displays	35	E
	Total nominal hours	335	

service



salon assistant

SHB20216 Certificate II in Salon Assistant The Masters Institute of Creative Education

Course Aims

The overall aim of this program is to provide young people with the opportunity to gain comprehensive entry-level training in the Hairdressing Industry. The program covers broad based and core skills and knowledge to assist with client services in the hair and beauty industry and provides a pathway into a hairdressing apprenticeship.

Course Delivery - Location and Times

Year 1: Headmasters Academy, Level 2, 185 Spring Street, Melbourne. Wednesday 8:45am-4:15pm

Mode of Delivery Classroom based.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SHB20216 - Certificate II in Salon Assistant.**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Headmasters Academy Pty Ltd T/A The Masters Institute of Creative Education RTO: 4639</p> <p>RTO Student Information: Please refer to www.tmice.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Cost includes tuition, kit and uniform</p> <p>Excursions: NA</p> <p>Work Placement: Not required but is recommended.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">• Art• Psychology	<ul style="list-style-type: none">• Business Management• Studio Arts
Pathways:	<ul style="list-style-type: none">• Certificate III in Hairdressing• Certificate IV in Hairdressing• Diploma of Salon Management	
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Salon Assistant• Salon Manager	<ul style="list-style-type: none">• Retail Sales• Hairdresser

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHHBAS001	Provide shampoo and basin services	40	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBHDES001	Dry hair to shape	40	C
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBHDES002	Braid hair	30	E
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBXCCS001	Conduct salon financial transactions	25	C
SHBXCCS002	Provide head, neck and shoulder massages for relaxation	20	E
SHBXCCS003	Greet and prepare clients for salon services	10	C
SHBXCCS004	Recommend products and services	20	C
SHBHCL001	Apply hair colour products	30	E
	Total nominal hours	330	

serVice



screen and media

CUA31020 Certificate III in Screen and Media Boronia K-12 College

Course Aims

Certificate III in Screen and Media provides students with a pathway to a variety of creative industries. Units 1 and 2 offer units in photography, videography, and audio production. Units 3 and 4 offer a 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.

Course Delivery – Location Times

Year 1: Boronia K-12 College, 37-39 Albert Avenue, Boronia. Wednesday 1:00pm - 5:00pm

Year 2: Boronia K-12 College, 37-39 Albert Avenue, Boronia. Wednesday 1:00pm - 5:00pm

Mode of Delivery: Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](https://www.vcaa.vic.edu.au/get-vet)

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

Qualification: A nationally recognised qualification: **CUA31020 - Certificate III in Screen and Media**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: AIET RTO: 121314</p> <p>RTO Student Information: Please refer to https://www.boroniak-12.vic.edu.au/our-college/key-policies/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: All equipment is provided. Students may bring their own camera and laptop if they want to.</p> <p>Excursions: NA</p> <p>Work Placement: NA</p> <p>Other: NA</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Animation 	<ul style="list-style-type: none"> • Gaming and Visual effects
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Screen and Media – Interactive Media Specialisation • Certificate IV in Photography 	<ul style="list-style-type: none"> • Diploma in Digital Media • Diploma in Photography • Bachelor's Degree in Photography
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Photographer • Social Media • Marketing • Graphic Design 	<ul style="list-style-type: none"> • Animator • Videographer • Audio Technician • Advertising • Manager • Audio/Video • Asset creator

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBCRT311	Apply critical thinking skills in a team environment	40	C
CUAWHS312	Apply work health and safety practices	30	C
CUAIND311	Work effectively in the creative industry	50	C
CUADIG303	Produce and prepare photo images	20	E
CUADIG311	Prepare video assets	30	E
CUAPOS311	Edit video and audio content for social media	30	E
Total nominal hours		320	

Units covered in the second year:				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective
CUAANM301	Create 2D digital animations	TBA	35	C
CUADES302	Explore and apply the creative design process to 2D forms	TBA	60	C
CUADIG304	Create visual design components	TBA	30	C
CUADIG312	Author interactive sequences	TBA	40	C
CUAWRT301	Write content for a range of media	TBA	40	C
Total Nominal hours			205	

creative



small business

22629VIC Certificate II in Small Business
Mater Christi College



Course Aims

Graduates of this course will be able to meet the current and future industry requirements to work effectively within small business contexts across a range of industry sectors.

Course Delivery - Location and Times

(Classes may be combined depending on numbers)

Year 1: Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:30pm-5:30pm

Year 2: Mater Christi College, 28 Bayview Road, Belgrave. Wednesday 1:30pm-5:30pm

Mode of Delivery: Classroom

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification within the Hospitality Industry: **22629VIC Certificate II in Small Business**

Additional Requirements/ Information

Name of RTO & Provider of Qualification: Ripponlea Institute Pty Ltd RTO: 21230 RTO Student Information: Please refer to the VET Student Handbook http://www.materchristi.edu.au/curriculum/year-11-and-12/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.	OHS / Personal Protective Equipment: N/A Excursions: NA Work Placement: NA Other: Please note this course is subject to change
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">• Vocational Business courses• Administration• Business Management
Pathways:	<ul style="list-style-type: none">• Certificate III in Entrepreneurship and New Business• Certificate III or IV in Business
Possible Future Career Opportunities:	<ul style="list-style-type: none">• Operate own small business• Administration and Office Assistant• Receptionist• General Accounts Clerk

Units covered in the ?? year:			
VU23434	Develop fundamental skills for small business environments	50	C
VU23435	Identify small business policies and procedures	40	C
BSBTWK201	Undertake basic market research and promotion for a small business product or service	60	C
VU23439	Follow procedures for routine financial activities of a small business	20	C
BSBWHS211	Contribute to the health and safety of others	20	C
VU23440	Assist with the presentation of public activities or events	25	E
BSBCRT311	Apply critical thinking skills in a team environment	??	E
BSBPEF202	Plan and apply time management	??	E
BSBXTW301	Work in a team	??	E
BSBXCM301	Engage in workplace communication	??	E
ICTWEB306	Develop web presence using social media	30	E
FNSFLT311	Develop and apply knowledge of personal finances	??	E
FSKLRG008	Use simple strategies for work-related learning	??	E
FSKOCM007	Interact effectively with others at work	??	E
Total nominal hours		??	

Units covered in the ?? year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
VU23433	Contribute to small business operations and innovation	50	C
VU23437	Participate in small business quality processes	40	C
VU23438	Contribute to small business planning	40	C
Total nominal hours		??	



sport, aquatics and recreation



SIS30122 Certificate III in Sport, Aquatics and Recreation

Aquinas College

Course Aims

The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the sport and recreation or related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.

Course Delivery - Location and Times

Year 1: Aquinas College, Great Ryrie Street, Ringwood; Wednesday 1:30pm-5.30pm

Year 2: NA in 2025

Mode of Delivery: Classroom and Gymnasium based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIS30122 Certificate III in Sport, Aquatics and Recreation Units 1-4 (after 2nd year is completed).**

Additional Requirements/ Information

Name of RTO & Provider of Qualification: Saville RTO: 45452 RTO Student Information: Please refer to www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.	OHS / Personal Protective Equipment: Students will have to wear home school/sport uniform. Excursions: Students may be required to attend a planned Excursion. Additional costs may be involved. Work Placement: Not required but is recommended. Other: NA
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">Physical Education	
Pathways:	<ul style="list-style-type: none">Certificate IV in Sport and RecreationDiploma in Sport and Recreation	<ul style="list-style-type: none">Bachelor of Exercise ScienceBachelor of Sports Coaching and Development
Possible Future Career Opportunities:	<ul style="list-style-type: none">Exercise ScienceHuman MovementNutrition	<ul style="list-style-type: none">Physical Education TeachingPhysiotherapySports Medicine

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
HLTWHS001	Participate in workplace health and safety		
SISXCCS004	Provide quality service		
SISXEMRO03	Respond to emergency situations		
SISXFACO06	Maintain activity equipment		
SISXINDO11	Maintain sport, fitness, and recreation industry knowledge		
HLTAIDO11	Provide first aid		
HLTAIDO09	Provide cardiopulmonary resuscitation		
SISSPARO09	Participate in conditioning for sport		
BSBPEF301	Organise personal work priorities		
SISSSOFO02	Continuously improve officiating skills and knowledge		
SISXINDO09	Respond to interpersonal conflict		

Units covered in the second year: NA in 2025 but will be available in 2026.				
Unit Code	Unit Name	Assessment Task	Nominal Hours	Core or Elective

service



sport, aquatics and recreation



SIS30122 Certificate III in Sport, Aquatics and Recreation Scoresby Secondary College

Course Aims

The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the Sport, Aquatics and Recreation related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.

Course Delivery - Location and Times

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

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

Mode of Delivery: Classroom/Face to face delivery

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIS30122 - Certificate III in Sport, Aquatics and Recreation**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Savile RTO: 45452</p> <p>RTO Student Information: Please refer to the Mullum Cluster Website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students need to bring their college's PE uniform to participate in practical sessions. Excursions to Recreation Facilities are covered in course fees.</p> <p>Excursions: Students may be required to attend a planned Excursion.</p> <p>Work Placement: Not required but is recommended.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
Pathways:	<ul style="list-style-type: none"> Certificate IV in Sport and Recreation Diploma in Sport and Recreation Diploma in Sport/ Leadership and Management 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Exercise Science Human Movement Nutrition 	<ul style="list-style-type: none"> Physical Education Teaching Physiotherapy Sports Medicine

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
HLTWHS001	Participate in workplace health and safety	20	C
SISXCCS004	Provide quality service	25	C
SISXEMR003	Respond to emergency situations	20	C
SISXFAC006	Maintain activity equipment	5	E
SISXIND011	Maintain sport, fitness, and recreation industry knowledge	50	C
HLTAID011	Provide first aid	18	C
HLTAID009	Provide cardiopulmonary resuscitation	4	C
SISSPAR009	Participate in conditioning for sport	30	E
BSBPEF301	Organize personal work priorities	30	C
SISSSO002	Continuously improve officiating skills and knowledge	20	C
SISXIND009	Respond to interpersonal conflict	20	E
Total nominal hours		242	

Units covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
SISSSCO001	Conduct sport coaching sessions with foundation level participants	50	C
BSBWHS303	Participate in WHS hazard identification, risk assessment and risk control	50	C
SISXCA1006	Facilitate Groups	25	C
SISXCA1004	Deliver recreation programs	60	C
Total nominal hours		185	

service



Course Aims

This course prepares students with a defined and limited range of tourism operational skills and basic industry knowledge to perform routine and repetitive tasks and work under direct supervision, providing a pathway to work in many tourism and travel industry sectors. Job roles include museum attendant, office or administration assistant for tour operator or travel agency.

Course Delivery - Location and Times

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

Mode of Delivery: Classroom based.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT20122 Certificate II in Tourism.**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Cire Services TOID: 4150</p> <p>RTO Student Information: Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>OHS / Personal Protective Equipment: N/A</p> <p>Excursions: NA</p> <p>Work Placement: Not required however, highly encouraged/recommended.</p> <p>Other: AQF level 2 (Not 3)</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Business Studies 		
Pathways:	<p>This qualification provides a pathway to work, and/or further study in the community services sector. Potential further study pathways include:</p> <ul style="list-style-type: none"> Certificate III in Events Certificate IV in Travel and Tourism Diploma of Travel and Tourism Management Diploma of Event Management 		
Possible Future Career Opportunities:	<p>A range of employment opportunities including:</p> <ul style="list-style-type: none"> Office Assistant for a small tour operator Documentation clerk for a tour wholesaler 	<ul style="list-style-type: none"> Reception and Office Assistant in a professional conference organiser Museum Attendant 	<ul style="list-style-type: none"> Receptionist and Office Assistant in a retail travel agency Retail Assistant in a tourist attraction

Units covered over the two units:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
SITTIND003	Source and use information on the tourism and travel industry	25	C
SITXCCS009	Provide customer information and assistance	20	C
SITXCCS011	Interact with customers	20	C
SITXCOM007	Show social and cultural sensitivity	20	C
SITXWHS005	Participate in safe work practices	12	C
BSBTWK201	Work effectively with others	40	E
SIRXPDK001	Advise on products and services	30	E
SIRXSLS001	Sell to the retail customer	20	E
SITTTVL001	Access and interpret product information	65	E
SITXCCS010	Provide visitor information	35	E
SITXCOM006	Source and present information	10	E
	Total nominal hours	297	

service



Course Aims

Prepares students with a range of tourism service, sales and operational skills to perform industry operations and coordinate tourism services, under limited supervision, providing a pathway to work in many tourism industry sectors and a range of employers including tour operators, visitor information centres, attractions, holiday parks and resorts.

Course Delivery - Location and Times

Year 1: William Angliss Institute, 555 La Trobe Street, Melbourne. Wednesday 1:00pm – 6:30pm, **OR** Friday 9:00am – 2:00pm (Numbers will determine which day/s will run in 2025.)

Year 2: (2026)

Mode of Delivery Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **SIT30122 Certificate III in Tourism**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: William Angliss Institute RTO: 3045</p> <p>RTO Student Information: Please refer to https://www.angliss.edu.au/siteassets/pdf-files/policy/student-code-of-conduct.pdf and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: NA</p> <p>Excursions: There is an excursion, and the cost will be \$200</p> <p>Work Placement: Not required.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

<p>Complementary studies:</p>	<ul style="list-style-type: none"> Hospitality 	<ul style="list-style-type: none"> Hotel Accommodation 	
<p>Pathways:</p>	<p>Employment pathways in a range of tourism service, sales and operational skills to perform industry operations and coordinate tourism services, under limited supervision, providing a pathway to work in many tourism industry sectors and a range of employers including tour operators, visitor information centres, attractions, holiday parks and</p> <p>Employment pathways in a range of tourism service, sales and operational skills to perform industry operations and coordinate tourism services, under limited supervision, providing a pathway to work in many tourism industry sectors and a range of employers including tour operators, visitor information centres, attractions, holiday parks and</p>		
<p>Possible Future Career Opportunities:</p>	<ul style="list-style-type: none"> Tour Operator Visitor information Centre 	<ul style="list-style-type: none"> Providing customer service Holiday parks and resorts 	<ul style="list-style-type: none"> Attractions Cultural and heritage sites

Units covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core or Elective
SITTIND003	Source and use information on the tourism and travel industry	25	C
SITTTVL004	Sell tourism products or services	35	C
SITXWHS005	Participate in safe work practices	12	C
SITXCCS014	Provide service to customers	25	C
SITXCOM008	Provide a briefing or scripted commentary	20	C
HLTAID011	Provide First Aid	18	E
SITTTVL011	Access and interpret product information	65	C
SITXCOM009	Address protocol requirements	25	E
Total nominal hours		225	

Unit Code	Unit Name	Nominal Hours	Core or Elective
SIRXPDK001	Advise on products and services	30	E
SITXCOM007	Show social and cultural sensitivity	20	C
SITTTVL003	Provide advice on Australian destinations	40	C
SITXCCS010	Provide visitor information	35	C
SITTGDE016	Lead tour groups	30	C
SITXCOM006	Source and present information	10	E
SITTTVL005	Prepare customer quotations	30	C
		195	

service



CUA31120 Certificate III in Visual Arts Melba College

Course Aims

To provide students with the opportunity to produce drawings to communicate ideas, apply knowledge of history and theory to own arts practice and produce creative work. Employment opportunities reflect roles such as ceramics studio assistant, community theatre assistant and arts, craft or design practitioner.

Course Delivery - Location and Times

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

Year 2: (2026) Melba College, Brentnall Road, Croydon; Wednesday 2:00pm – 6:00pm

Mode of Delivery: Classroom based

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **CUA31120 Certificate III in Visual Arts**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: COSAMP RTO: 41549</p> <p>RTO Student Information: https://cosamp.edu.au/ Please refer to and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: Students will have to wear school uniform. Additional costs will NOT be involved.</p> <p>Excursions: Students may be required to attend a planned excursion. Additional costs may be involved. Information will be provided by the teacher.</p> <p>Work Placement: NA.</p> <p>Other: NA</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Art Creative Practice 	<ul style="list-style-type: none"> • Art Making and Exhibiting
Pathways:	<ul style="list-style-type: none"> • Certificate IV in Visual Arts 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Art or Media Professional • Sculptor 	<ul style="list-style-type: none"> • Painter (Visual Arts) • Visual Arts and Craft professional

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBPEF202	Plan and apply time management	20	E
BSBWHS211	Contribute to the health and safety of self and others	20	C
CUAACD201	Develop drawing skills to communicate ideas	60	E
CUAACD311	Produce drawings to communicate ideas	80	C
CUAPAI311	Produce paintings	50	C
CUAPPR311	Produce creative work	45	C
CUAPPR314	Participate in collaborative creative projects	50	E
Total nominal hours		325	

Unit Code	Unit Name	Nominal Hours	Core or Elective
CUADES201	Follow a design process	50	E
CUAPHI312	Capture photographic images	60	E
CUASCU311	Produce sculpture	50	E
CUARES301	Apply knowledge of history and theory to own arts practice	50	C
Total nominal hours		210	

creative



Course Aims

Certificate II in Workplace Skills is an entry-level qualification that provides students with the knowledge and skills to enhance their employment prospects in a business environment. It provides an understanding of business fundamentals ready for a Career in the Business World. Students will develop a broad range of knowledge and skills ready for employment in a variety of roles including, Administration and Customer Service. The program provides a pathway for continued study into higher education – Business Studies.

Course Delivery - Location and Times

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

Mode of Delivery Classroom based.

Duration: 1 year part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL.

All VET in school programs contribute units towards VCE and VCE VM. To confirm the number of units and if the program has a scored assessment and therefore a study score, please refer to the following VCAA Get VET resource: [VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **BSB20120 - Certificate II Workplace Skills**

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: iVET RTO: 40548</p> <p>RTO Student Information: Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.</p>	<p>OHS / Personal Protective Equipment: NA</p> <p>Excursions: Students will be required to complete and return Excursion permission slips in line with education department policy.</p> <p>Work Placement: 40 hours of work placement over 1 year is a recommendation for this program.</p> <p>Other: Please note that students have the opportunity to complete the second year of Workplace Skills (Business) at Swinburne, Wantirna campus. This will give them 3 / 4 units towards VCE and a study score.</p>
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> Accounting 	<ul style="list-style-type: none"> Business Management
Pathways:	<ul style="list-style-type: none"> Certificate III in Business 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> Administration Customer Service receptionist Management Marketing Public Relations Officer 	<ul style="list-style-type: none"> Accountant Receptionist Clerical Assistant Small Business Owner Sub Contractor

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBPEF101	Plan and prepare for work readiness	20	E
BSBPEF202	Plan and apply time management	20	C
BSBWHS211	Contribute to health and safety of self and others	20	C
BSBCMM211	Apply communication skills	40	C
BSBOPS201	Work effectively in business environments	30	C
BSBTEC 201	Use business software applications	60	E
BSBTEC203	Research using the internet	30	E
BSBTEC202	Use digital technologies to communicate in a work environment	20	E
BSBCRT201	Develop and apply thinking and problem solving skills	30	E
BSBSUS211	Participate in sustainable work practices	20	C
	Total nominal hours	290	

service



workplace skills

BSB20120 Certificate II in Workplace Skills (completed over 2 years)
Sherbrooke Community School



Course Aims

Certificate II in Workplace Skills is an entry-level qualification that provides students with the knowledge and skills to enhance their employment prospects in a business environment. It provides an understanding of business fundamentals ready for a Career in the Business World. Students will develop a broad range of knowledge and skills ready for employment in a variety of roles including, Administration and Customer Service. The program provides a pathway for continued study into high education – Business Studies.

Course Delivery - Location and Times

Year 1: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras. Wednesday 9:00am -12:30pm

Year 2: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras. Wednesday 9:00am -12:30pm

Mode of Delivery: Classroom based.

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: A nationally recognised qualification: **BSB20120 - Certificate II Workplace Skills**

Additional Requirements/ Information

Name of RTO & Provider of Qualification: iVET RTO: 40548 RTO Student Information: Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.	OHS / Personal Protective Equipment: NA Excursions: Students will be required to complete and return Excursion permission slips in line with education department policy. Work Placement: 40 hours of work placement over 2 year is a recommendation for this program. Other: NA
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none">Accounting	<ul style="list-style-type: none">Business Management
Pathways:	<ul style="list-style-type: none">Certificate III in Business	
Possible Future Career Opportunities:	<ul style="list-style-type: none">AdministrationCustomer Service receptionistManagementMarketingPublic Relations Officer	<ul style="list-style-type: none">AccountantReceptionistClerical AssistantSmall Business OwnerSub-Contractor

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBPEF101	Plan and prepare for work readiness	20	E
BSBPEF202	Plan and apply time management	20	C
BSBWHS211	Contribute to health and safety of self and others	20	C
BSBCMM211	Apply communication skills	40	C
BSBOPS201	Work effectively in business environments	30	C
BSBSUS211	Participate in sustainable work practices	20	C
Total nominal hours		150	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBTEC 201	Use business software applications	60	E
BSBTEC203	Research using the internet	30	E
BSBTEC202	Use digital technologies to communicate in a work environment	20	E
BSBCRT201	Develop and apply thinking and problem solving skills	30	E
Total nominal hours		140	

service



PLEASE NOTE: ALL APPLICATIONS FOR SWINBURNE UNIVERSITY ARE THROUGH SWINBURNE UNIVERSITY AND NOT THROUGH THE MULLUM CLUSTER – THIS INCLUDES ONGOING MANAGEMENT

**BSB20120 Certificate II in Workplace Skills
(with selected units from Certificate III in Business)**

Swinburne University of Technology

Course Aims

The Certificate II in Workplace Skills is an entry-level program that aims to develop a broad range of knowledge and skills to prepare students for employment in a variety of roles including business management and accounting.

Course Delivery - Location and Times

Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 1:00pm – 4:30pm

Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna. Wednesday 1:00pm – 4:30pm

Mode of Delivery: Classroom/Online

Duration: 2 years part time

On successful completion of this program the student will achieve credit towards VCE, VCE VM, VPC and Intermediate VCAL

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

[VCE-VET-program-chart.pdf](#)

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

Qualification: Be eligible for the award of **BSB20120 Certificate II in Workplace Skills** and a Statement of Attainment listing units completed from the **Certificate III in Business**.

Additional Requirements/ Information

<p>Name of RTO & Provider of Qualification: Swinburne University of Technology (TOID 3059)</p> <p>RTO Student Information: Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.</p>	<p>Clothing and Equipment:</p> <ul style="list-style-type: none"> • USB (Recommended) • Pen • Exercise Book <p>Excursions: TBA Work Placement: Not required but recommended. Other: Current in 2025</p> <ul style="list-style-type: none"> • Neat professional attire when attending excursions or events
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Future Pathways and Opportunities

Complementary studies:	<ul style="list-style-type: none"> • Accounting 	<ul style="list-style-type: none"> • Business Management
Pathways:	<ul style="list-style-type: none"> • Certificate III/IV in Business * (Course not offered by Swinburne University of Technology) • Diploma of Business • Credit towards Bachelor of Business 	
Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Administration • Customer Service • Marketing Officer • Public Relations Officer 	<ul style="list-style-type: none"> • Accounts Clerk • Receptionist • Clerical Assistant • Small Business Owner

Units covered in the first year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBOPS201	Work effectively in business environment	30	C
BSBPEF202	Plan and apply time management	20	C
BSBTEC201	Use business software applications	60	E
FSKWTG009	Write routine workplace texts	15	E
BSBCMM211	Apply communication skills	40	C
BSBTEC202	Use digital technologies to communicate in a work environment	20	E
BSBOPS203	Research using the internet	30	E
BSBSUS211	Participate in sustainable work practices	20	C
BSBWHS211	Contribute to the health and safety of self and others	20	C
BSBCRT201	Develop and apply thinking and problem-solving skills	30	E
Total nominal hours		285	

Units covered in the second year:			
Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBINS302	Organise workplace information	30	C
BSBPEF301	Organise personal work priorities	30	C
BSBTEC301	Design and produce business documents	80	C
BSBOPS304	Deliver and monitor a service to customers	35	C
BSBXCM301	Engage in workplace communication	40	C
Total nominal hours		215	
2 units from Year 2 provide credit towards a full completion of BSB20120			

service



trade
service
creative
technology

2025

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