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# 2020 VET Application Process – First Year

In conjunction with VCAL at Staughton College, all students are required to undertake a 2 year certificate course known as Vocational Education and Training (VET). All students who are undertaking VCAL as their preferred pathway will have had a course counselling session to support their VET selection decision.

For information on the VET courses being offered within the school cluster, please refer to the Western Edge Cluster (WEC) website, [www.wec.vic.edu.au](http://www.wec.vic.edu.au).

VET courses offered within the cluster are offered at a subsidised cost. Places within these courses are limited and taken up very quickly.

In order to apply for, and secure a place within a VET course, students/parents or guardians must:

1. Payment of a $250 deposit to hold a place for the course in 2020 – deposits will be accepted beginning Wednesday 19th June, 2019.
2. Student to obtain a Unique Student Identifier (USI) number (Instructions can be found in this pack)
3. Complete and submit the ‘Staughton College Application Form’ and the ‘WEC Contract’ (Forms can be found in this pack)
4. Remainder of the VET fees must be paid in full prior to the 21st February, 2020 – students will be withdrawn from the course should this payment not be made in full by the required date

Parents/guardians of students who select to complete a VET course or School Based Apprenticeship/Traineeship (SBAT) outside of the cluster, will need to cover the entire cost. These courses are not covered by the subsidies provided within the cluster.

Please note that deposits will not be accepted without a USI number, completed/signed application form and contract.

CESEF funds (if applicable to the student) can be used to cover VET costs and if required, payment plans can be arranged through the general office.

Natasha Berry

VET coordinator

Staughton College