



# Program of Studies

## 2024 Early Commencement Stage 6 VET Course



Education  
Public Schools



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# GENERAL INFORMATION

## Year 10 Pattern of Study

Whitebridge High School provides a unique opportunity for all students to undertake an Early Commencement of Stage 6 VET to achieve dual credentialling from their high school experience.

The school offers a comprehensive range of Certificate II and Certificate III Vocational Education and Training courses which support students to achieve nationally recognised workplace credentials through school-based learning and industry work placement.

In addition, students complete their NSW Higher School Certificate credential through undertaking their individualised selection of board developed and endorsed curriculum leading to the award of the HSC and an ATAR for eligible students.

For students electing to pursue a University pathway, there is an added benefit where a Cert III credential is recognised as an ATAR equivalent of 67, which is completed during the Year 11 school year. A student may then achieve a higher ATAR through the HSC pathway.

Our goal is to maximise the opportunity for our students to pursue their future pathway with skills and confidence.

Students in Year 10 will study the mandatory subjects to be eligible for a ROSA. In addition, each student will study ONE elective and ONE early commencement Stage 6 VET course.

### Student Mandatory Subjects Ys7-10

English

Maths

Science

HSIE


PDHPE


Students will choose ONE early  
commencement Stage 6 VET  
Course

Students will choose ONE  
200hour Elective


# VET COURSES


## Assistant Dance Teaching

		<b>2024 Assistant Dance Teaching Course Descriptor</b> <b>CUA30320 Certificate III in Assistant Dance Teaching</b> <b>RTO - Department of Education - 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Assistant Dance Teaching Board Endorsed Course (300 hour)</b>		<b>2 Units Preliminary and 3 Units HSC units in total</b> Does not contribute towards the Australian Tertiary Admission Rank (ATAR)	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of CUA30320 Certificate III in Assistant Dance Teaching <a href="https://training.gov.au/training/details/cua30320">https://training.gov.au/training/details/cua30320</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 12 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>CUA Creative Arts and Culture Training Package (CUA v6) Units of Competency</b>			
<b>Core</b> BSBWHS211 Contribute to health and safety of self and others CHCECE006 Support behaviour of children and young people CHCLEG003 Manage legal and ethical compliance CUADLT311 Develop basic dance analysis skills CUADTM311 Assist with dance teaching CUAWHS413 Incorporate anatomy and nutrition principles into skill development CUSMLT211 Develop musical ideas and knowledge HTLAID011 Provide first aid		<b>Elective</b> CUADTM421 Teach basic dance techniques SISFFIT007 Instruct group exercise sessions CUACHR311 Develop basic dance composition skills CUAIND314 Plan a career in the creative arts industry	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
Working within the Dance teaching as an assistant involves participating in dance teaching and the demonstration of dance skills to younger students. Individuals are expected to use some discretion and judgement and relevant theoretical knowledge to assist in instructing, managing and planning classroom activities.			
<b>Examples of occupations in the dance Industry:</b> • Private studio teaching assistant • Choreographer • Warm up coordinator			
<b>Mandatory HSC Course Requirements</b> Students must complete 300 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be ready before work placement.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines.			
<b>Course Cost: NIL</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor CUA30320 Certificate III in Assistant Dance Teaching RTO - Department of Education - 90222, 90072, 90162 Version 0.13 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support.			


		<b>2024 Business Services Course Descriptor</b> <b>BSB30120 Certificate III in Business</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Business Services</b> <b>Board Endorsed Course (240 hour)</b>		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of BSB30120 Certificate III in Business <a href="https://training.gov.au/training/details/bsb30120">https://training.gov.au/training/details/bsb30120</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 13 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Business Services Training Package (BSB 8.0) Units of Competency</b>			
<b>Core</b> BSBCRT311 Apply critical thinking skills in a team environment BSBPEF201 Support personal wellbeing in the workplace BSBSUS211 Participate in sustainable work practices BSBTWK301 Use inclusive work practices BSBWHS311 Assist with maintaining workplace safety BSBXCM301 Engage in workplace communication		<b>Elective</b> BSBTEC303 Create electronic presentation BSBTEC202 Use digital technologies to communicate in the work environment BSBOPS201 Work effectively in business environments BSBOPS301 Maintain business resources BSBINS302 Organise workplace information BSBTEC301 Design and produce business documents BSBTEC201 Use business software applications BSBPEF301 Organise personal work priorities	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>working within the business services industry involves customer (client) service</li><li>using technology to organise information</li></ul>		<ul style="list-style-type: none"><li>creativity</li><li>critical thinking</li><li>problem solving</li></ul>	
<b>Examples of occupations in the business services industry:</b> <ul style="list-style-type: none"><li>medical administration</li><li>clerical worker</li><li>office administration</li><li>receptionist</li><li>information desk operator</li><li>records and information administration</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement			
<b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Business Services is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines.			
<b>Course Cost: Preliminary - \$25, HSC - \$25</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor BSB30120 Certificate III in Business RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.16 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			





		<b>2024 Construction Course Descriptor</b> <b>CPC20220 Certificate II in Construction Pathways (Release 6) &amp; CPC20120 Statement of Attainment towards Certificate II in Construction (Release 3)</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
<i>This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage</i>			
<b>Course: Construction</b> <b>Board Endorsed Course (240 hour)</b>		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of CPC20220 Certificate II in Construction Pathways (Release 6) & CPC20120 Statement of Attainment towards Certificate II in Construction (Release 3) <a href="https://training.gov.au/Training/Details/CPC20220">https://training.gov.au/Training/Details/CPC20220</a> & <a href="https://training.gov.au/Training/Details/CPC20120">https://training.gov.au/Training/Details/CPC20120</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain the full qualification in the CPC20220 Certificate II in Construction Pathways, you must achieve 5 core and 5 elective units of competency. A statement of attainment towards either of the qualifications listed is possible, if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Construction, Plumbing and Services Training Package (CPC 8.0) Units of Competency</b>			
<b>Core</b> CPCCWHS2001 Apply WHS requirements, policies and procedures in the Construction Industry CPCCOM1012 Work effectively and sustainably in the Construction Industry CPCCOM1013 Plan and organise work CPCCVE1011 Undertake a basic construction project CPCCOM1015 Carry out measurement and calculations		<b>Elective</b> CPCCCM1011 Undertake basic estimation and costing CPCCOM2001 Read and interpret plans and specifications CPCCCA2002 Use carpentry tools and equipment CPCCCA2011 Handle carpentry materials CPCCCM2005 Use construction tools and equipment CPCWHS1001 Prepare to work safely in the construction industry	
<b>Option 2</b>	CPCCWF2002 Use wall and floor tiling equipment CPCCCM2013 Undertake basic installation of wall tiles		
<b>White Card</b> CPCWHS1001 - Prepare to work safely in the construction industry. <b>The General Construction Induction Training (White Card) will be delivered as part of this course.</b>		Successful completion of this unit will lead to a General Construction Induction Card (White Card) from SafeWork NSW. This will allow student access to construction sites across Australia for work purposes. A recognised SafeWork NSW GIT card is mandatory before undertaking any Work Placement. Online courses are NOT recognised by the Department of Education.	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
This qualification provides a pathway to the primary trades in the construction industry with the exception of plumbing. This allows for inclusion of skills suited for entry to off-site occupations, such as joinery as well as carpentry, bricklaying and other occupations in general construction.			
<b>Examples of occupations in the construction industry:</b> This qualification provides an occupational outcome and a range of support tasks applicable to the majority of construction work sites: carpentry, joinery, bricklaying, labourer			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement.			
<b>External Assessment</b> The Higher School Certificate examination for Construction is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines.			
<b>Course Cost: Preliminary - \$110, HSC - \$50</b> PPE Pack, Safety glasses, Gloves, Earmuffs		<b>Refunds:</b> Refund arrangements are on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor CPC20220 Certificate II in Construction Pathways + Statement of Attainment towards CPC20120 Certificate II in Construction RTO - Department of Education - 90333, 90222, 90072, 90162 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			
			Version 0.21


		<b>2024 Entertainment Industry Course Descriptor</b> <b>Statement of Attainment towards CUA30420 Certificate III in Live Production and Technical Services OR CUA30420 Certificate III in Live Production and Technical Services</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Entertainment Industry</b> Board Developed Course (240 hour) (Statement of Attainment course) Or (300 hour) 240 hour + 60 specialisation study (Certificate III in Live Production and Technical Services		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of CUA30420 Certificate III in Live Production and Technical Services <a href="https://training.gov.au/Training/Details/CUA30420">https://training.gov.au/Training/Details/CUA30420</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 15 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Creative Arts and Culture Training Package (CUA 6.0) Units of Competency</b>			
<b>Core</b> CUAIND311 Work effectively in the creative arts industry CUAIND314 Plan a career in the creative arts industry. <b>Elective</b> CPCCWHS1001 Prepare to work safely in the construction industry CUASOU306 Operate sound and reinforcement systems CUAWHS312 Apply work health and safety practices CUALGT311 Operate basic lighting CUASTA311 Assist with production for live performances CUAVSS312 Operate vision systems CUASMT311 Work effectively backstage during performances CUASTA212 Assist with bump in bump out of shows		<b>Elective</b> CUASOU331 Undertake live audio operations SITXCCS006 Provide service to customers <b>*Additional units required for 60-hour specialisation study</b> <b>Core</b> CUAPPR314 Participate in collaborative creative projects BSBPEF301 Organise personal work priorities <b>Elective</b> CUALGT314 Install and Operate follow spots <b>Optional Unit</b> HLTAID011 Provide First Aid	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
Working within the Live production and Technical Services Industry involves: <ul style="list-style-type: none"><li>Technical production</li><li>customer (client) service</li><li>teamwork</li><li>using digital technologies</li><li>creating documents</li></ul>			
<b>Examples of occupations in the Live Production and Technical Services Industry:</b> <ul style="list-style-type: none"><li>Front of House Assistant</li><li>Technical Assistant (Productions)</li><li>Special Effects Assistant</li><li>Assistant Sound Technician</li><li>Follow Spot Operator</li><li>Runner</li><li>Props Assistant</li><li>Technical Production Assistant</li><li>Sound Assistant</li><li>Assistant Scenic Artist</li><li>Stagehand</li><li>Lighting</li><li>Audio and Staging Assistant</li><li>Production Crew</li><li>Stage Door Attendant</li><li>Lighting Systems Technician</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement. The HSC specialisation study includes an additional 60 hours of course work.			
<b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Entertainment Industry is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Preliminary - \$20, HSC - \$20</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor CUA30320 Certificate III in Assistant Dance Teaching RTO - Department of Education - 90222, 90072, 90162 Version 0.13 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support.			




		<b>2024 Financial Services Course Descriptor</b> <b>FNS30120 Certificate III in Financial Services (Release 4)</b> <b>RTO - Department of Education - 90222, 90072</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
Course: <b>Financial Services</b> Board Developed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of FNS30120 Certificate III in Financial Services (Release 4) <a href="https://training.gov.au/Training/Details/FNS30122">https://training.gov.au/Training/Details/FNS30122</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 12 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Financial Services Training Package (FNS 8.2) Units of Competency</b>			
<b>Core</b>  FNSINC311 Work together in the financial services industry		<b>Elective</b>  BSBXCM301 Engage in workplace communication FNSACC321 Process financial transactions and extract interim reports FNSACC323 Perform financial calculations BSBINS309 Maintain business records FNSACM313 Process authorised payments FNSRTS308 Balance cash holdings FNSRTS311 Provide customer service in a retail agency BSBWHS211 Contribute to health and safety of self and others BSBTEC302 Design and produce spreadsheets FNSACM312 Reconcile financial transactions FNSFLT311 Develop and apply knowledge of personal finances	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>customer (client) service</li><li>organising information and records in both paper and electronic forms</li></ul>		<ul style="list-style-type: none"><li>teamwork</li><li>using technologies</li><li>creating documents</li></ul>	
<b>Examples of occupations in the Financial Services Industry:</b> <ul style="list-style-type: none"><li>Administration/Receptionist</li><li>Junior Administrator</li><li>Records Officer</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement.			
<b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Financial Services is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: NIL</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor FNS30122 Certificate III in Financial Services RTO - Department of Education - 90222, 90072 Version 0.10 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			

		<b>2024 Hospitality Course Descriptor</b> <b>SIT20322 Certificate II in Hospitality – Release 1</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Hospitality</b> Board Developed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of SIT20322 Certificate II in Hospitality – Release 1 <a href="https://training.gov.au/training/details/SIT20322">https://training.gov.au/training/details/SIT20322</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 12 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Tourism, Travel and Hospitality Training Package (SIT 2.1) Units of Competency</b>			
<b>Core</b>  BSBTWK201 Work effectively with others SITHIND007 Use hospitality skills effectively SITHIND006 Source and use information on the hospitality industry SITXCOM007 Show social and cultural sensitivity SITXWHS005 Participate in safe work practices SITXCCS011 Interact with customers		<b>Elective</b>  SITXFSA005 Use hygienic practices for food safety SITHCCC025 Prepare and present sandwiches SITXFSA006 Participate in safe food handling practices SITHFAB024 Prepare and serve non-alcoholic beverages SITHFAB025 Prepare and serve espresso coffee SITHFAB027 Serve food and beverages	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>Working within the hospitality industry involves</li><li>organising information and records in both paper and electronic forms</li><li>customer (client) service</li></ul>		<ul style="list-style-type: none"><li>teamwork</li><li>using technologies</li><li>creating documents</li></ul>	
<b>Examples of occupations in the Hospitality Industry:</b> <ul style="list-style-type: none"><li>Café Attendant</li><li>Waiter/Waitress</li><li>Catering Assistant</li><li>Barista</li><li>Food and Beverage Attendant</li><li>Bartender</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement. <b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Hospitality is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency. <b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost:</b> <b>Preliminary \$180 (includes uniform), HSC \$150</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor SIT20322 Certificate II in Hospitality – Release 1 RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.3 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			


		<b>2024 Information and Digital Technology Course Descriptor</b> <b>ICT30120 Certificate III in Information Technology</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Information and Digital Technology</b> Board Developed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of ICT30120 Certificate III in Information Technology <a href="https://training.gov.au/Training/Details/ICT30120">https://training.gov.au/Training/Details/ICT30120</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 12 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Units of Competency</b>			
<b>Core</b>  BSBCRT301 Develop and extend critical and creative thinking skills BSBXCS303 Securely manage personally identifiable information and workplace information  BSBXTW301 Work in a team ICTICT313 Identify IP, ethics and privacy policies in ICT environments ICTPRG302 Apply introductory programming techniques ICTSAS305 Provide ICT advice to clients		<b>Elective</b>  BSBWHS311 Assist with maintaining workplace safety ICTICT214 Operate application software packages ICTSAS308 Run standard diagnostic tests ICTWEB304 Build simple web pages ICTWEB305 Produce digital images for the web  <b>Optional unit to receive the full qualification</b> ICTWEB306 Develop web presence using social media	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>• using technology to organise information</li><li>• creativity</li><li>• programming techniques</li></ul>		<ul style="list-style-type: none"><li>• critical thinking</li><li>• problem solving</li><li>• team work</li></ul>	
<b>Examples of occupations in the Information Technology Industry:</b> <ul style="list-style-type: none"><li>• Analyst programmer</li><li>• IT Manager</li><li>• Motion Graphics Designer</li><li>• Web Developer</li><li>• Network professional</li><li>• Systems Analyst</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement.			
<b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Hospitality is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: NIL</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor ICT30120 Certificate III in Information Technology RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.10 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			


		<b>2024 Manufacturing and Engineering Introduction Course Descriptor</b> <b>MEM10119 Certificate I in Engineering &amp; MEM20413 Statement of Attainment towards Certificate II in Engineering Pathways</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Manufacturing and Engineering Introduction</b> Board Endorsed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> There is not an Australian Tertiary Admission Rank (ATAR) option for this course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of MEM10119 Certificate I in Engineering & MEM20413 Statement of Attainment towards Certificate II in Engineering Pathways <a href="https://training.gov.au/Training/Details/MEM10119">https://training.gov.au/Training/Details/MEM10119</a> and <a href="https://training.gov.au/Training/Details/MEM20413">https://training.gov.au/Training/Details/MEM20413</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain the full qualification in the MEM10119 Certificate I in Engineering, you must achieve 1 core unit of competency and elective units of competency to a minimum value of fourteen (14) points. A statement of attainment towards either of the qualifications listed is possible, if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Manufacturing and Engineering (MEM 2.1) &amp; Metal and Engineering (MEM05 11.1) Training Package Units of Competency</b>			
<b>Core</b>  MEM13015 Work safely and effectively in manufacturing and engineering  MEMPE006A Undertake a basic engineering project MEMPE005A Develop a career plan for the engineering and manufacturing industry		<b>Elective</b>  MEM16006 Organise and communicate information MEM11011 Undertake manual handling MEM12024 Perform computations MEM18001 Use hand tools MEM18002 Use power tools/handheld operations MEM16008 Interact with computing technology MEM07032 Use workshop machines for basic operations MEMPE001A Use engineering workshop machines MEMPE002A Use electric welding machines MEMPE004A Use fabrication equipment	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>This qualification provides a pathway to the primary trades in the manufacturing industry.</li><li>This qualification defines entry-level skills and knowledge to assist workers entering employment as engineering/manufacturing employees within the metal, engineering, manufacturing and associated industries.</li></ul>			
<b>Examples of occupations in the Information Technology Industry:</b> <ul style="list-style-type: none"><li>Fitter machinist</li><li>Refrigeration and air conditioning mechanic</li><li>Toolmaker</li><li>Maintenance fitter</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete either 120 indicative hours or 180 indicative hours of course work. Students who do not meet these requirements will be 'N' determined as required by NESA.			
<b>External Assessment (optional HSC examination for ATAR purposes)</b> There is not an external assessment (optional HSC examination) for this course and this course does not contribute towards an ATAR.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Preliminary \$80, HSC \$80</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Manufacturing and Engineering (Introduction) Course Descriptor MEM 210119 Certificate I in Engineering + Statement of Attainment towards MEM20413 Certificate II in Engineering (Pathways) RTO - Department of Education - 90333, 90222, 90072, 90162			
Version 0.10			


Version 0.10

		<b>2024 Outdoor Recreation Course Descriptor</b> <b>SIS20419 Certificate II in Outdoor Recreation</b> <b>RTO - Department of Education -90222</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Outdoor Recreation</b> Board Endorsed Course (180 hour)		<b>2 Preliminary and/or HSC units in total</b> Does not contribute towards the Australian Tertiary Admission Rank (ATAR).	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of SIS20419 Certificate II in Outdoor Recreation <a href="https://training.gov.au/training/details/SIS20419">https://training.gov.au/training/details/SIS20419</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 13 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Sport, Fitness and Recreation Training Package (SIS 5.2) Units of Competency</b>			
<b>Core</b>  SISOFD001 Assist in conducting recreation sessions SISOFD002 Minimise environmental impact SISXIND002 Maintain sport, fitness and recreation industry knowledge HLTWHS001 Participate in workplace health and safety		<b>Elective</b>  HLTAID011 Provide first aid *SISCAQU002 Perform basic water rescues *SISOBWG001 Bushwalk in tracked environments *SISOFD006 Navigate in tracked environments *SISOCNE001 Paddle a craft using fundamental skills *SISOKYK001 Paddle a kayak on inland flatwater *SISOCYT001 Set up, maintain and repair bicycles *SISOCYT002 Ride bicycles on roads and pathways, easy conditions *SISOCYT004 Ride off road bicycles on easy trails *SISOSRF001 Surf small waves using basic manoeuvres  <b>Trainer will advise on elective units chosen. Not all units of competency are available.</b>	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>engaging the customer</li><li>maintaining daily store operations</li><li>delivering on organisational expectations</li></ul>		<ul style="list-style-type: none"><li>creativity</li><li>critical thinking</li><li>problem solving</li></ul>	
<b>Examples of occupations in the Outdoor Recreation Industry:</b> <ul style="list-style-type: none"><li>Indoor &amp; outdoor adventure camps</li><li>Adventure learning centres</li><li>School camps and activity centres</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 180 indicative hours of course work and a minimum of 35 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement.			
<b>External Assessment</b> There is not an external assessment (optional HSC examination) for this course and this course does not contribute towards an ATAR.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Dependent on individual activities</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor SIS20419 Certificate II in Outdoor Recreation RTO - Department of Education -90222 Version 0.12 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			



		<b>2024 Retail Services Course Descriptor</b> <b>SIR30216 Certificate III in Retail</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Retail Services</b> Board Developed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> Industry Curriculum Framework (ICF) Australian Tertiary Admission Rank (ATAR) eligible course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of SIR30216 Certificate III in Retail <a href="https://training.gov.au/training/details/SIR30216">https://training.gov.au/training/details/SIR30216</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 14 units.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Retail Services Training Package Units of Competency</b>			
<b>Core</b>  SIRXCEG001 Engage the customer SIRXWHS002 Contribute to workplace health and safety SIRXRSK001 Identify and respond to security risks SIRXSLS001 Sell to the retail customer SIRXIND001 Work effectively in a service environment SIRXCOM002 Work effectively in a team SIRXCEG002 Assist with customer difficulties SIRXCEG003 Build customer relationships and loyalty		<b>Elective</b>  *SIRXMER001 Produce visual merchandise displays *SIRXPDK001 Advise on products and services *SIRRINV001 Receive and handle retail stock *SIRRINV002 Control stock *SIRXIND002 Organise and maintain the store environment *SIRXSLS002 Follow point-of-sale procedures *SIRRRTF001 Balance and secure point-of-sale terminal  <b>Trainer will advise on elective units chosen. Not all units of competency are available.</b>	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>engaging the customer</li><li>maintaining daily store operations</li><li>delivering on organisational expectations</li></ul>		<ul style="list-style-type: none"><li>having knowledge of product and service offerings</li><li>creativity</li><li>critical thinking</li><li>problem solving</li></ul>	
<b>Examples of occupations in the Retail Services Industry:</b> <ul style="list-style-type: none"><li>frontline sales assistant</li><li>shop assistant</li><li>customer service</li><li>retail supervisor</li><li>quick service restaurant assistant</li><li>visual merchandiser</li></ul>			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement. <b>External Assessment (optional HSC examination for ATAR purposes)</b> The Higher School Certificate examination for Retail Services is only available after completion of 240 indicative hours and will involve a written examination consisting of multiple-choice, short answers and extended response items. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive a vocational qualification.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency. <b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Preliminary \$50, HSC \$50</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor SIR30216 Certificate III in Retail RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.14 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			

		<b>2024 Skills for Work and Vocational Pathways Course Descriptor</b> <b>SOA Towards FSK20119 Certificate II in Skills for Work and Vocational Pathways</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Skills for Work and Vocational Pathways</b> Board Endorsed Course (120 hour)		<b>2 Preliminary and/or HSC units in total</b> There is not an Australian Tertiary Admission Rank (ATAR) option for this course	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of SOA Towards FSK20119 Certificate II in Skills for Work and Vocational Pathways. <a href="https://training.gov.au">training.gov.au</a> - FSK20119 - Certificate II in Skills for Work and Vocational Pathways You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 10 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Foundation Skills Training Package (FSK 2.0) Units of Competency</b>			
<b>Core</b>  FSKNUM014 Calculate with whole numbers and familiar fractions, decimals and percentages for work FSKRDG009 Read and respond to routine standard operating procedures FSKDIG003 Use digital technology for non-routine workplace tasks FSKLRG010 Use routine strategies for career planning FSKOCM004 Use oral communication skills to participate in workplace meetings FSKOCM007 Interact effectively with others at work BSBWHS211 Contribute to health and safety of self and others		<b>Elective</b>  *BSBOPS203 Deliver a service to customers *FNSFLT211 Develop and use personal budgets *FNSFLT212 Develop and use a savings plan *SITXFSA001 Use hygienic practices for food safety *SITHCCC002 Prepare and present simple dishes *SITHFAB004 Prepare and serve non-alcoholic beverages *SITHFAB005 Prepare and serve espresso coffee *SIRXIND002 Organise and maintain the store environment *SIRXSLS001 Sell to the retail customer *CPCCCM2006 Apply basic levelling procedures  <b>Trainer will advise on elective units chosen. Not all units of competency are available.</b>	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>A pathway to employment or further vocational training</li><li>Reading, writing, oral communication, learning and numeracy skills primarily aligned to the Australian Core Skills Framework</li></ul>		<ul style="list-style-type: none"><li>Entry level digital literacy and employability skills</li><li>A vocational training and employment plan</li></ul>	
<b>Mandatory HSC Course Requirements</b> Students must complete 120 indicative hours of course work. Students who do not meet these requirements will be 'N' determined as required by NESA. <b>External Assessment (optional HSC examination for ATAR purposes)</b> There <b>is not</b> an external assessment (optional HSC examination) for this course and this course <b>does not</b> contribute towards an ATAR.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency. <b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Preliminary \$25, HSC \$25</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor SOA Towards FSK20119 Certificate II in Skills for Work and Vocational Pathways RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.6 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			

		<b>2024 Sport Coaching Course Descriptor</b> <b>SIS30521 Certificate III in Sport Coaching</b> <b>RTO - Department of Education - 90333, 90222, 90072, 90162</b>	
This information may change due to Training Package and NSW Education Standards Authority (NESA) updates. Notification of variations will be made in due time with minimal disruption or disadvantage			
<b>Course: Sport Coaching</b> Board Endorsed Course (240 hour)		<b>2 or 4 Preliminary and/or HSC units in total</b> Does not contribute towards the Australian Tertiary Admission Rank (ATAR)	
By enrolling in this VET qualification with Public Schools NSW RTOs, you are choosing to participate in a program of study which will provide you a pathway towards HSC accreditation and a nationally recognised qualification (dual accreditation). To receive this VET qualification, you must meet the assessment requirements of SIS30521 Certificate III in Sport Coaching <a href="https://training.gov.au/Training/Details/SIS30521">https://training.gov.au/Training/Details/SIS30521</a> . You will be expected to complete all requirements relevant to the HSC and adhere to the requirements of NESA. To gain this full qualification, you must achieve 10 units of competency. A statement of attainment towards the qualification is possible if at least one unit of competency is achieved.			
<b>Entry Requirements</b> You must complete the VET enrolment process, supplying your USI and be assessed for learning support (eg LLN Robot) before the commencement of any training and assessment. HSC: All My Own Work must be completed before enrolling in this qualification. When selecting this course you should be interested in working in a dance teaching environment and be able to use a personal digital device including a personal computer or laptop.			
<b>Sport, Fitness and Recreation Training Package (SIS 5.2) Units of Competency</b>			
<b>Core</b>  HLTWHS001 Participate in workplace health and safety SISSSCO002 Work in a community coaching role SISSSCO005 Continuously improve coaching skills and knowledge HLTAID011 Provide first aid SISSSCO003 Meet participant coaching needs BSBPOS403 Apply business risk management processes		<b>Elective</b>  SISSSCO012 Coach sport participants up to an intermediate level SISXIND006 Conduct sport, fitness and recreation event SISXCAI009 Instruct strength and conditioning techniques SISXDIS001 Facilitate inclusion for people with a disability	
Students may apply for Recognition of Prior Learning (RPL) and /or credit transfer before delivery, provided suitable evidence is submitted.			
<b>Pathways to Industry - Skills gained in this course transfer to other occupations</b>			
<ul style="list-style-type: none"><li>Working within the sport coaching industry</li><li>Possess a range of well-developed skills where discretion and judgement are required</li></ul>		<ul style="list-style-type: none"><li>teamwork and communication</li><li>applying skills and knowledge to coach participants to an intermediate level in a specific sport</li></ul>	
<b>Examples of occupations in the Retail Services Industry:</b> This qualification provides a pathway to work in community coaching roles working or volunteering at community-based sport clubs and organisations in the Australian sport industry. The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice. Specific industry accreditation requirements may apply to sport-specific coaching accreditation and information should be obtained from the relevant National Sporting Organisation (NSO).			
<b>Mandatory HSC Course Requirements</b> Students must complete 240 indicative hours of course work and a minimum of 70 hours work placement. Students who do not meet these requirements will be 'N' determined as required by NESA. You should be work ready before work placement.			
<b>External Assessment</b> There <b>is not</b> an external assessment (optional HSC examination) for this course and this course <b>does not</b> contribute towards an ATAR.			
<b>Competency-Based Assessment</b> In this course you will work to develop the competencies, skills and knowledge described by each unit of competency listed above. To be assessed as competent you must demonstrate to a qualified assessor the competency requirements for performance and knowledge of the unit of competency.			
<b>Appeals and Complaints</b> You may lodge a complaint or an appeal about a decision (including assessment decisions) by following the Appeals and Complaints Guidelines			
<b>Course Cost: Dependant on Individual Activities</b>		<b>Refunds:</b> Refund Arrangements on a pro-rata basis. Please refer to your school refund policy	
A school-based traineeship is available in this course. For more information: <a href="https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships">https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships</a>			
Exclusions: VET course exclusions can be checked on the NESA website at <a href="http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions">http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/course-exclusions</a>			
2024 Course Descriptor SIS30521 Certificate III in Sport Coaching RTO - Department of Education - 90333, 90222, 90072, 90162 Version 0.13 Disclaimer: If you require accessible documents, please contact your VET Coordinator for support			