



VOCATIONAL EDUCATION AND TRAINING

STUDENT INDUCTION

Welcome to VET

Congratulations on choosing a VET course.

VET Courses involve:

- Industry Training
- Working in the industry (Work Placement)
- Competency Based Assessment
- HSC requirements
- Training Qualifications



AQF Qualification (Australian Qualifications Framework)

AQF qualifications are recognised across
Australia.

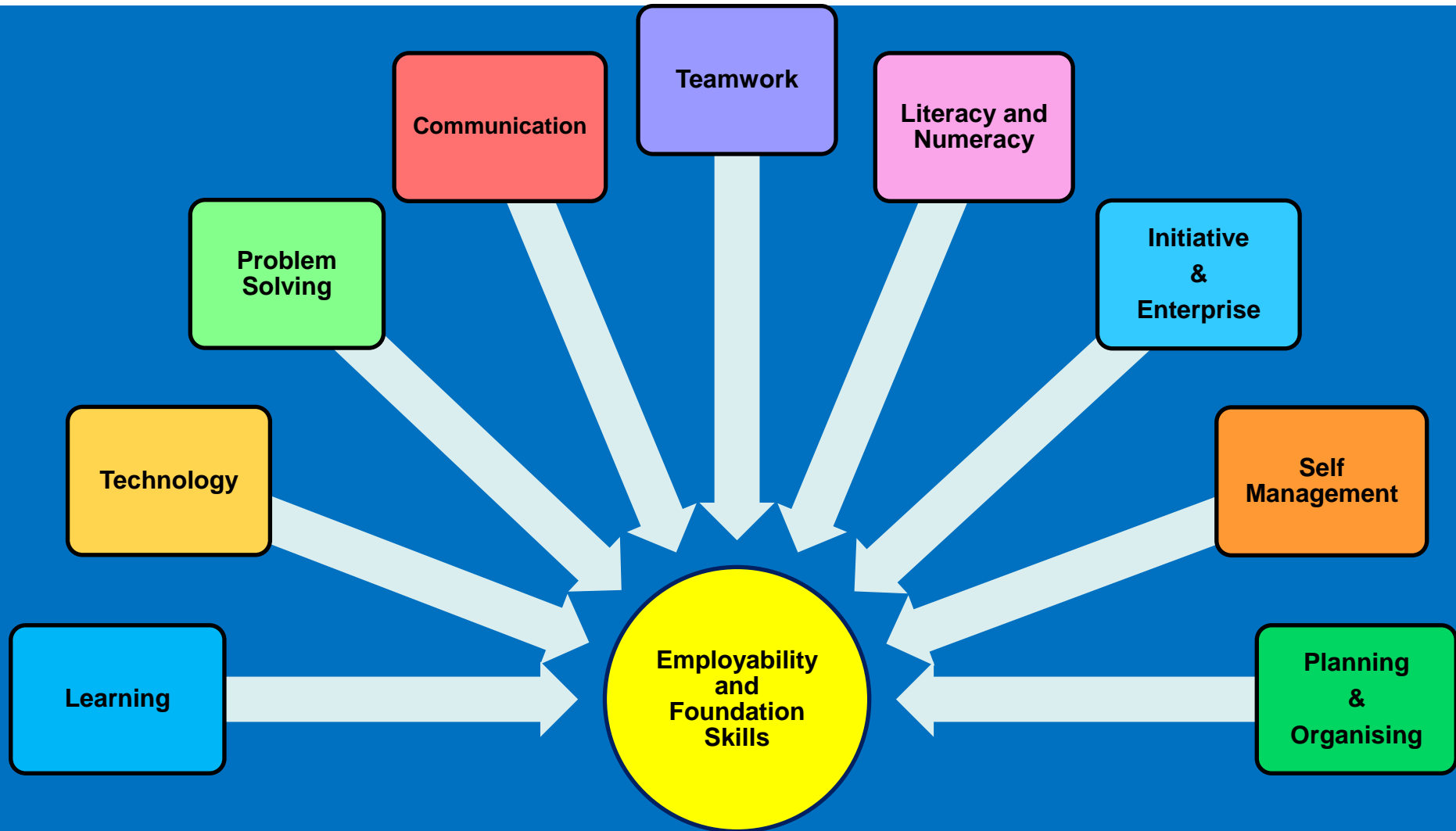
Once you receive a USI (Unique Student Identifier)

You will be eligible to achieve from BOSTES:

- A SoA (statement of attainment) or
- The full qualification

- What is the difference ?

Develop Your Skills



Quality Training

- VET teachers have additional industry based training and are qualified to assess in the work place;
- commitment to making links with industry to ensure training meets industry needs;
- employers and students value the quality of our training provision;
- advice and support for your learning.



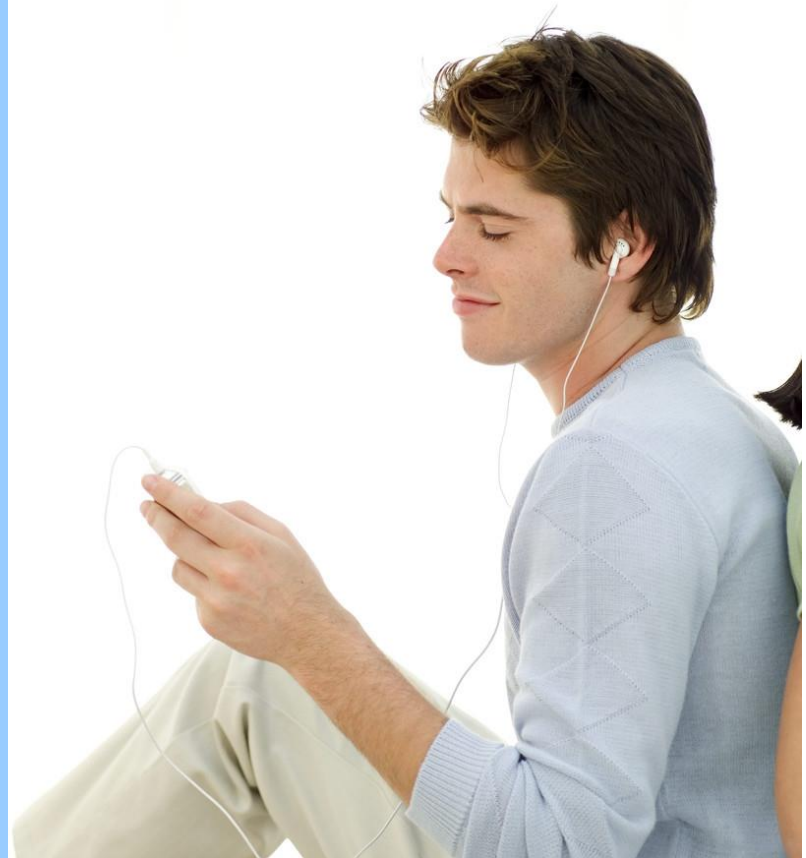
How will your learning be supported?

We support your learning through:

- ✓ developing links with industry
- ✓ develop skills in a real industry setting
- ✓ providing a safe and healthy learning environment
- ✓ counseling and careers advisory services

Specialist staff are available in schools to assist with:

- Language, literacy and numeracy skills
- Students with disabilities
- Aboriginal and Torres Strait Islander students
- Students from Non-English speaking backgrounds



Course Costs



You will have to pay for:

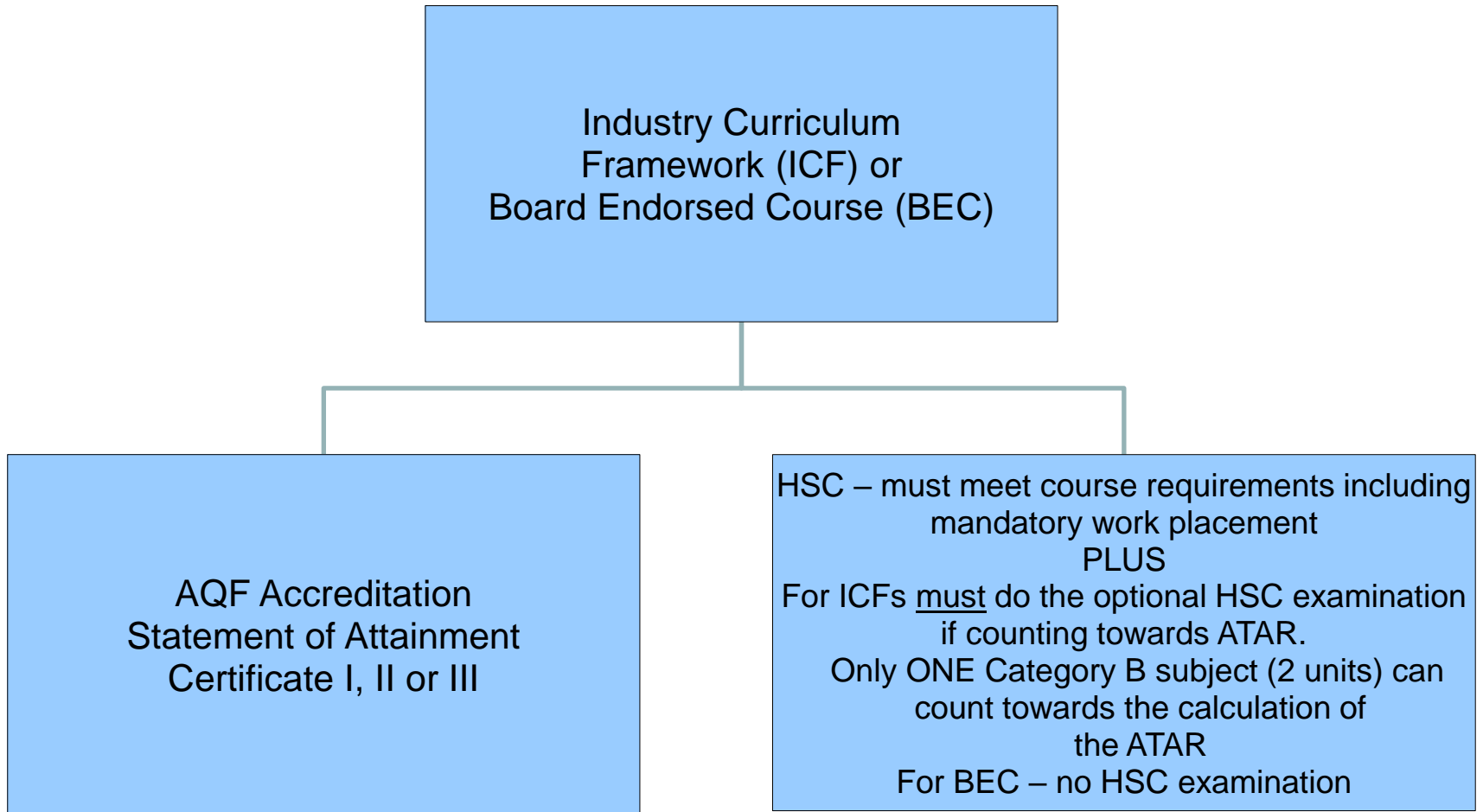
- ✓ Uniforms and personal protective equipment (PPE).
- ✓ Materials used in your training eg. food, wood, disks
- ✓ Some or all of the course costs for the WHS General Construction Induction (White card) prior to work placement.
- ✓ The costs of work placement travel

Fees and Refund Policy

- ✓ You pay your consumable fees to your school, which is a delivery site for Ultimo RTO 90072.
- ✓ Refunds - Students who withdraw from the course during the year may be entitled to a partial refund.



Dual Accreditation



Australian Qualifications Framework

Schools Sector Accreditation	Vocational Education and Training Sector Accreditation	Higher Education Sector Accreditation
		Doctoral Degree
		Masters Degree
	Vocational Graduate Diploma	Graduate Diploma
	Vocational Graduate Certificate	Graduate Certificate
		Bachelor Degree
	Advanced Diploma	Associate Degree, Advanced Diploma
	Diploma	Diploma
	Certificate IV	
Secondary School Certificate III	Certificate III	
Certificate II	Certificate II	
Certificate I	Certificate I	

HSC Credential

To be successful in your HSC course, you must:

- follow the course developed or endorsed by the Board of Studies
- apply yourself with diligence and sustained effort to the set tasks and experiences provided in the course
- achieve some or all of the course outcomes
- make a genuine effort at assessment tasks
- complete the mandatory work placement component

Note:

- The rules and structure of VET courses in the HSC vary from the AQF qualification packaging rules.
- Additional units of competency may be required to meet NSW BOSTES requirements than are required for the qualification.

This is outlined in the Training and Assessment Strategy (TAS) for your course.

Competency Based Assessment

- This means you must perform a task to industry standard
- You are deemed either Competent or Not Yet Competent
- Competency achievement leads to an AQF qualification
- You will be advised how and where you will be assessed
- Competence incorporates all aspects of your performance; classwork as well as assessment tasks. There will be a range of tasks including practical work, case study, role play, written tasks...



Recognition of Prior Learning (RPL)

If you have:

- ✓ Previous work or life experiences
- ✓ Completed all or part of a similar course at TAFE or another RTO

Consider RPL for units of competency and for compulsory work placement



You need to:

- ✓ Provide evidence
- ✓ Apply to your teacher who will assess your skills to ensure they meet industry standards
- ✓ The decision will be made by a panel who will let you know if you are successful

Paid work in an industry related casual job can contribute to meeting your work placement requirement. Discuss this with your teacher.

Examinations



The HSC examination is optional for VET students...

...BUT if you wish to obtain an ATAR you MUST DO THE EXAM.

You may be required to complete examinations throughout the course. These will be used to determine an estimate for your HSC if required in the event of an accident or misadventure.

Results and Records

- Results from assessments are recorded by your teacher and entered in the electronic Board of Studies system called eBOS.
- Year 12 Students can access their results through 'Students Online'.
- Records are available from your teacher upon request.

 **Education & Communities**
Public Schools NSW



This is to certify that

Sample Student

Student Number 999999999

has fulfilled the requirements for:

XXXXXXXXX
CERTIFICATE XX
in
Xxxxxx Xxxxxxxxxxxxx

The qualification is recognised within the Australian Qualifications Framework

Registered Training Organisation - Public Schools NSW, Ultimo 90072

Michele Bruniges

*Ultimo Office, Building A, Level 1
Maryann St*

*Dr Michele Bruniges AM
Secretary
Department of Education and Communities*

*ULTIMO NSW 2007
Phone: (02) 9582 6300
ABN: 40300 173 822*

 Date of issue 29th October 2014
Issued on behalf of the Public Schools NSW, Ultimo by BOSTES without alteration or erasure.
Certificate Number 999999999

 **BOSTES**
BOARD OF STUDIES
TEACHING & EDUCATIONAL
STANDARDS NSW

Year 12 students – Students Online

Australian curriculum in NSW
Syllabuses
HSC
Record of School Achievement (RoSA)
NAPLAN
Registration of schools and approval of school providers
Home schooling in NSW
Parents
Employers
Special Education Needs
Vocational Education
Key dates and events

The Board of Studies, Teaching and Educational Standards NSW (BOSTES)



BOSTES was created by the NSW government in 2014 to sustain and improve the already high standards of achievement in NSW schools.

BOSTES brings together the curriculum, teaching, assessment, registration and policy functions previously provided by the Board of Studies, the NSW Institute of Teachers. Read more [about BOSTES](#).



Latest news

- [Minor update to the Stage 6 Electrotechnology Curriculum Framework](#) 28 November 2014
- [Great Teaching, Inspired Learning update](#) 28 November 2014
- [Development of a Stage 6 Aboriginal Languages Content Endorsed Course](#) 28 November 2014
- [A compilation of exemplars available](#) 28 November 2014

Students Online

More BOSTES sites

- Aboriginal Education
- Assessment Certification Examination (ACE)
- Assessment Resource Centre (ARC)
- HSC: All My Own Work
- K-6 Educational Resources
- Markers Online
- NSW syllabuses for the Australian curriculum
- Program Builder
- Schools Online (Administration)
- School Registration (RANGS)
- Students Online**
- Teacher Accreditation

Authority portals

BOSTES Record of Achievement

- VET courses will be listed on your HSC Record of Achievement.
- The relevant AQF qualification will be listed – eg ‘Certificate’ or ‘Statement of Attainment’
- No mark will be listed (unless students undertake the written HSC examination)

Work Placement

- ✓ Compulsory for all VET students in NSW who are undertaking an Industry Curriculum Framework course.
- ✓ If you do not complete work placement you will not have the 2 units recognised by the BOSTES. This may mean that you will not receive your Preliminary or HSC.
- ✓ Usually 70 hours– 35 hours Preliminary and 35 Hours HSC course.
- ✓ Usually organised by a work placement service provider
- ✓ Students must NOT be paid as DEC insurance cover will be invalid for a student who accepts payment.
- ✓ Can lead to employment
- ✓ Consider the employer's expectations



Rights and Responsibilities

Your Rights:

- ✓ To be accurately informed
- ✓ To be treated fairly
- ✓ To have my competencies recognised
- ✓ To have the opportunity to evaluate my learning experience

Your Responsibilities:

- ✓ To be properly prepared
- ✓ To respect the rights and property of others
- ✓ To claim my rights appropriately

If I believe my rights have not been met...

- ✓ First discuss it with your teacher
- ✓ If still not satisfied... discuss it with your Head Teacher and/or VET Coordinator
- ✓ If still not satisfied... discuss it with the school Principal
- ✓ If still not satisfied...contact the RTO



Complaints and Appeals

Complaints – where a student is not satisfied with an aspect of service and requests action to resolve the matter. Students are encouraged to resolve complaints and appeals through their school processes.

Appeals – Where a student is not satisfied with an assessment result or other decision.

If not resolved at the school level, contact should be made with RTO management.



Opportunities to show off my skills:

- ✓ RTO VET Awards
- ✓ WorldSkills Competition
- ✓ NSW Training Awards
- ✓ Work Placement Awards



Qualification Pathways

The qualification that you will be training in has pathways to employment as outlined on the website:

[Australian Apprenticeships Training Service](#)



Look out for additional courses and qualifications along the way...

- ✓ Barista Course
- ✓ Senior First Aid Certificate
- ✓ WHS training
- ✓ Responsible Service of Alcohol/Responsible Conduct of Gambling



VET Student Induction Agreement and Learner Needs

Reasonable adjustments to delivery and assessment methods will be made to accommodate the learning needs of individual students.

This agreement must be completed and submitted to your teacher NOW

VET Student Induction Agreement		
Student's Name: _____ VET Course: _____		
I have been provided with information on (please tick):		
<input type="checkbox"/>	Course outcomes and pathways	
<input type="checkbox"/>	Course fees and charges including the refund policy	
<input type="checkbox"/>	Training and assessment arrangements including Recognition of Prior Learning (RPL) and Credit Transfer	
<input type="checkbox"/>	Complaints and appeals procedures	
<input type="checkbox"/>	Accessing competency records throughout the VET course.	
<input type="checkbox"/>	Accessing VET records/qualifications from the NSW Board of Studies	
<input type="checkbox"/>	Retention of my assessment evidence by the school	
<input type="checkbox"/>	That work placement is a BOS mandatory requirement of the preliminary and HSC courses.	
I understand that:		
<input type="checkbox"/>	Requirements of The Board of Studies may differ from the requirements of the qualification	
<input type="checkbox"/>	I may access additional support if I have specific learning needs	
<input type="checkbox"/>	I am able to request modifications to learning material and assessment tasks.	
<input type="checkbox"/>	I would like to speak to my trainer/teacher to discuss my individual learning needs. (please circle Yes or No)	
<hr/>		
Student Name	Signature	Date
<hr/>		
Trainer/Teacher Name	Signature	Date



Any
Questions?