MORAYFIELD STATE HIGH SCHOOL

Respect • Responsibility • Cooperation

STRENGTH INTEGRITY THROUGH

Senior VET

Subject Selection

Handbook

Table of Contents

The following Vocational Education and Training (VET) courses are approved for delivery by:

Morayfield State High School on the school premises- provider number # 30403. All of our approved courses are

Code	Qualification
BSB30120	Certificate III in Business
CUA31115	Certificate III in Visual Arts
10674NAT	Certificate II in Functional Literacy
FSK20119	Certificate II in Skills for Work and Vocational Pathways
ICT20120	Certificate II in Applied Digital Technology Skills
ICT30120	Certificate III in Information Technology
MSM20216	Certificate II Manufacturing Technology
MSL20122	Certificate II in Sampling and Measurement
SIS20419	Certificate II in Outdoor Recreation
SIT20322	Certificate II in Hospitality

Students enrolling in any Vocational Education and Training qualifications must apply for a Unique Student Identifier (USI) as outlined on the Enrolment Agreement Form and the Student Handbook.

The school RTO is committed to completing the outlined training and assessment once students have started study in their chosen qualifications or courses from the course start date.

Students who enter the course after the start date will have a negotiated package of units that will lead to a statement of attainment.

In the event that the school RTO is unable to complete delivery of training, the school RTO will, if possible, arrange for agreed training and assessment to be completed through another RTO (fees may be incurred). Prior to the transfer to another RTO, affected students will be formally notified of the arrangements, and an agreement to those arrangements, including any refund of fees, will be obtained. If transfer is not possible, the RTO will gain a written agreement for a subject/course transfer from the student and parent.

The school has a number of policies associated with the delivery of VET including but not limited to "Complaints and Appeals", "Recognition of Prior Learning (RPL)", which can be found on the school website.

BSB30120 Certificate III in Business

Qualification Description

This qualification reflects the varied roles of individuals across different industry sectors who apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. They may provide technical advice and support to a team. Estimated completion time is 24 months and training/assessment is all on our site with face to face delivery. Work placement is not required, however it is encouraged.

Licensing/Regulatory Information:

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements:

Nil

Course Content: To achieve this qualification, you must demonstrate competency in:

13 units of competency: 6 core unit and 7 elective units

UNIT CODE	UNIT TITLE	Core/Elective
BSBCRT311	Apply critical thinking skills in a team environment	C
BSBOPS304	Deliver and monitor a service to customers	E
BSBOPS305	Process customer complaints	E
BSBPEF201	Support personal wellbeing in the workplace	C
BSBPEF301	Organise personal work priorities	E
BSBSUS211	Participate in sustainable work practices	C
BSBTEC301	Design and produce business documents	E
BSBTEC302	Design and produce spreadsheets	E
BSBTEC303	Create electronic presentations	E
BSBTWK301	Use inclusive work practices	C
BSBWHS311	Assist with maintaining workplace safety	C
BSBXCM301	Engage in workplace communication	C
FNSACC313	Perform financial calculations	E

Assessment: Competency based

National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Activities may include:

- Folios of work
- Written tests
- Practical tests
- Teacher observations
- Assignments
- Oral presentations
- Work placement feedback
- Business scenarios
- Role plays
- Student workbooks

Fees: Included in Student Resource Scheme   **Expenses**: Nil

CUA31115 Certificate III in Visual Arts

Qualification Description
This qualification reflects the role of individuals who are developing a range of visual art skills and who may take responsibility for own outputs in work and learning. It applies to work in different visual arts, craft and design environments. Practice at this level is underpinned by the application of introductory art theory and history.

The job roles that relate to this qualification may include Ceramics Studio Assistant, Community Theatre Assistant and Arts, Craft or Design practitioner. It also provides pathways to other visual arts, craft and design job roles.

Licensing/Regulatory Information:
No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements:
Nil

Course Content: To achieve this qualification, you must demonstrate competency in:
12 units of competency: 4 core unit and 8 elective units

	UNIT TITLE	Core/Elective
BSBWHS201	Contribute to the health and safety of self and others	C
CUAACD201	Develop Drawing Skills to Communicate Ideas	C
CUAPPR301	Produce Creative Work	C
CUARES301	Apply Knowledge and History to own Arts Practice	C
BSBDES301	Explore the Use of Colour	E
CUAPAI301	Produce Paintings	E
CUAPRI601	Produce Prints	E
CUAPHI302	Capture photographic images	E
BSBDES201	Follow a design process	E
CUAPPR407	Select and prepare creative work for exhibition	E
CUASCU301	Produce Sculpture	E
CUADIIG305	Produce digital images	E

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Activities may include:
- Folios of work
- Written tests
- Practical tests
- Teacher observations

- Assignments
- Oral presentations
- Work placement feedback

- Business scenarios
- Role plays
- Student workbooks

Fees: Included in Student Resource Scheme   **Expenses**: $10 gallery excursion fee per year

VET Subject Guide

10674NAT Certificate II in Functional Literacy

Qualification Description

- This qualification is designed for individuals who support students develop their literacy skills (reading, writing and oral communication to function effectively in a range of community settings including entry level jobs. Completion time is negotiated with individuals as they are identified. All training/assessment is all on our site with a combination of on-line and face to face delivery. Work placement is not required however it is encouraged.

Licensing/Regulatory Information:
No licensing, legislative or certification requirements apply to this qualification at the time of publication.
Entry Requirements:
Nil
Course Content:
To achieve this qualification, you must demonstrate competency in:

9 core units

UNIT CODE	UNIT TITLE	Core/
LITRDG201	Interpret and comprehend text documents.	C
LITWRT202	Apply written communication skills.	C
LITLRN203	Design personal goals and negotiate learning pathways.	C
LITCOM204	Participate in oral communication.	C
LITADM205	Apply planning and organisation skills to achieve short- and medium- term	C
ICTICT101	Operate a personal computer.	C
ICTICT102	Operate work processing applications.	C
FSKLRG007	Use strategies to identify job opportunities.	C

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Student activities:
Students undertake meaningful and authentic tasks, and reflect on what they have achieved. They will be challenged to product effective solutions to problems, so that skills are developed.

Fees: Included in Student Resource Scheme   **Expenses**: Nil

NATIONALLY RECOGNISED TRAINING

FSK20119 Certificate II in Skills for Work and Vocational Pathways

Qualification Description

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways. It is suitable for individuals who require, a pathway to employment or further vocational training.

Estimated completion time is 24 months and training/assessment is all on our site with a combination of on-line and face to face delivery. Work placement is not required however it is encouraged.

Licensing/Regulatory Information:

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements:

Nil

Course Content:

To achieve this qualification, you must demonstrate competency in:

14 units of competency: 1 core units and 13 elective units.

UNIT CODE	UNIT TITLE	Core/
FSKDIG002	Use digital technology for routine and simple workplace tasks	E
FSKLRG009	Use strategies to respond to routine workplace problems	E
FSKLRG010	Use routine strategies for career planning	E
FSKLRG011	Use routine strategies for work-related learning	C
FSKNUM014	Calculate with whole numbers and familiar fractions, decimals and percentages	E
FSKNUM015	Estimate, measure and calculate routine metric measurements for work	E
FSKOCM007	Interact effectively with others at work	E
FSKRDG002	Read and respond to short and simple workplace signs and graphic texts	E
FSKRDG008	Read and respond to information in routine visual and graphic texts	E
FSKRDG010	Read and respond to routine workplace information	E
FSKWTG008	Complete routine workplace formatted texts	E
FSKWTG009	Write routine workplace texts	E
ICPSUP2810	Use computer systems in the printing and graphic arts sectors	E
SIRXHWB001	Maintain personal health and wellbeing	E

Assessment: Competency based

National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Student activities:
Students undertake meaningful and authentic tasks, and reflect on what they have achieved. They will be challenged to product effective solutions to problems, so that skills are developed.

Fees: Included in Student Resource Scheme   **Expenses**: Nil

NATIONALLY RECOGNISED
TRAINING

ICT20120 Certificate II in Applied Digital Technologies

Qualification Description
This qualification provides the foundations skills and knowledge to use basic applied digital technologies in varied contexts including routine computational thinking, sustainable work practices, digital communications, basic software operation, and digital design.

Individuals who work in these fields apply broad sets of skills, including foundational knowledge in computational thinking and customer service skills, to support technologies, processes, procedures, policies, people and clients in a variety of work contexts. Estimated completion time is 12 months and training/assessment is all on our site with a combination of on-line and face to face delivery. Work placement is not required; however, it is encouraged.

Licensing/Regulatory Information:
No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements:
Nil

Course Content:
To achieve this qualification, you must demonstrate competency in: 17 units of competency: 6 core unit and 11 elective units

National Code	Unit of Competency Title	Core / Elective
BSBSUS211	Participate in sustainable work practices	Core
BSBTEC202	Use digital technologies to communicate in a work environment	Core
BSBWHS211	Contribute to the health and safety of self and others	Core
ICTICT213	Use computer operating systems and hardware	Core
ICTICT214	Operate application software packages	Core
ICTICT215	Operate digital media technology packages	Core
BSBTEC303	Create electronic presentations	Elective
BSBTEC302	Design and produce spreadsheets	Elective
ICTICT207	Integrate commercial computing packages	Elective
ICTSAS214	Protect devices from spam and destructive software	Elective
ICTWEB305	Produce digital images for the web	Elective
ICTWEB304	Build simple web pages	Elective

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or

more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Student activities:
Students undertake meaningful and authentic tasks, and reflect on what they have achieved. They will be challenged to produce effective solutions to problems, so that skills are developed.

Fees: Included in Student Resource Scheme   **Expenses**: Nil

ICT30120 Certificate III in Information Technology

Qualification Description
This qualification reflects the role of individuals who are competent in a range of Information and Communications Technology (ICT) roles, including animation, basic cloud computing, basic cyber awareness, digital media skills, generalist IT support services, networking, programming, systems and web development.

Individuals who work in these fields apply broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts. Estimated completion time is 24 months and training/assessment is all on our site with a combination of on-line and face to face delivery. Work placement is not required; however, it is encouraged.

Licensing/Regulatory Information:
No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements:
Nil

Course Content:
To achieve this qualification, you must demonstrate competency in: 17 units of competency: 6 core unit and 11 elective units

National Code	Unit of Competency Title	Core / Elective
BSBCRT301	Develop and extend critical and creative thinking skills	Core
BSBXCS303	Securely manage personally identifiable information and workplace information	Core
BSBXTW301	Work in a team	Core
ICTICT313	Identify IP, ethics and privacy policies in ICT environments	Core
ICTPRG302	Apply introductory programming techniques	Core
ICTSAS214	Protect devices from spam and destructive software	Elective
ICTSAS305	Provide ICT advice to clients	Core
ICTSAS308	Run standard diagnostic tests	Elective
ICTWEB304	Build simple websites	Elective
ICTWEB305	Produce digital images for the web	Elective
ICTWEB431	Create and style simple markup language documents	Elective
ICTWEB444	Create responsive website layouts	Elective

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Student activities:

Students undertake meaningful and authentic tasks, and reflect on what they have achieved. They will be challenged to produce effective solutions to problems, so that skills are developed.

Fees: Included in Student Resource Scheme   **Expenses**: Nil

MSL20122 Certificate II in Sampling and Measurement

Description

This qualification covers the skills and knowledge required to perform a range of sampling and measurement as part of laboratory, production or field operations in the construction, manufacturing, resources and environmental industry sectors. Estimated completion time is 20 months and training/assessment is all on our site using face to face delivery. Work placement is not required however it is encouraged.

Job roles /employment outcomes:

The Certificate II in Sampling and Measurement offers entry level training for sampling and measurement skills applied across a range of industries. Employment outcomes targeted by this qualification include samplers and testers, production personnel, plant operators, production operators, field assistants, drivers, sample couriers, and many others.

Samplers and testers conduct limited sampling and testing as part of their duties in their particular industry. In some industry sectors (for example, mineral assay) this work forms a whole job role. They apply a restricted range of skills and operational knowledge to perform these tasks and do not generally work inside a laboratory. They:

- follow set procedures to sample raw materials and products
- may package, label, store and transport samples
- use simple equipment (hydrometers, thermometers and pH meters) to make measurements and perform basic tests that take a short time and involve a narrow range of variables and easily recognised control limits
- may make visual inspection of products and packaging.

Examples of the work of sampler/testers are given below.

- A milk tanker driver conducts aseptic sampling of milk before loading and then conveys the samples to the laboratory.
- An operator in a quarry may take samples from stockpiles and conveyors and conduct simple tests on different grades of aggregates.
- A field officer working in environmental monitoring may visit a catchment area to collect water samples
- Sampler/testers take air samples for testing for microbial monitoring of air conditioning or cooling towers.

Application:

This qualification is typically used to prepare new employees or develop the skills of existing workers within the construction, manufacturing, resources and environmental industry sectors.

Training programs for this qualification are suitable to be undertaken as part of a formal training contract with an employer under an Australian Traineeship or Apprenticeship arrangement.

Pathways Information:

Pathways into the qualification

This qualification may be accessed by direct entry. Credit for this qualification may include units contained within relevant skill sets.

Pathways from the qualification:

Further training pathways from this qualification include the MSL30122 Certificate III in Laboratory Skills.

Licensing/Regulatory Information:

There are no specific licences that relate to this qualification. However, depending on the jurisdiction, licensing or regulatory requirements may apply to the use of some units in this qualification. Local regulations should be checked for details.

Entry Requirements:

All students must have their own safety glasses and leather/ vinyl/ suede upper shoes (no canvas or mesh) to be in this subject as per the school dress code; students will not enter a workshop without them. Hearing protection is also highly recommended.

To achieve this qualification, you must demonstrate competency in:
8 units of competency: 3 core units and 5 elective units

UNIT CODE	UNIT TITLE	Core/Elective
MSL912002	Work within a laboratory or field workplace	C
MSL922002	Record and present data	C
MSL943004	Participate in laboratory or field workplace safety	C
MSL952003	Collect routine site samples	E
MSL972002	Take routine site measurements	E
MSL933005	Maintain the laboratory/field workplace fit for purpose	E
MSL933007	Apply critical control point requirements	E
MSMENV272	Participate in environmentally sustainable work practices	E

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

- Written knowledge tests
- Observations: checklist and self-evaluation
- Folio of works
- Work placement feedback and evidence

Student activities:
Students undertake meaningful and authentic sampling and measurement training and assessment whilst working independently and in teams. They will be required to face challenges by using their initiative and problem-solving skills, to find solutions. The students will be expected to plan and organise work activities to ensure timely completion of set tasks. A variety of technologies will be used to record, analyse and communicate data.

Fees: Included in Student Resource Scheme

SIS20419 Certificate II in Outdoor Recreation

Description

This qualification provides the skills and knowledge for an individual to be competent in performing core skills in outdoor recreation environments and assisting with the conduct of a range of outdoor activities.

Work may be undertaken as part of a team and would be performed under supervision. Work would be undertaken in field locations such as camps or in indoor recreation centres or facilities, in differing environments such as water-based, dry land and mountainous terrains, using a diverse range of equipment. Estimated completion time is 48 months and training/assessment is on our site and at a number of external sites described above using face to face delivery. Work placement is not required; however, it is encouraged.

The following are indicative job roles for this qualification:

· Tour Guide

· Farm, Forestry and Garden worker

· Fitness Instructor

· Outdoor Adventure Leader

Pathways Information:

This qualification is suitable for any student interested in working in the tourism or hospitality industry.

Licensing/Regulatory Information:

Nil

Entry Requirements:

As this certification includes students demonstrating physical components of competency, it is recommended that students meet the following pre-requisites before selecting this certification:

· Competent swimmer (distances up to 500m)

· Competent fitness level to walk & hike (distances up to 6km)

Fees: Included in Student Resource Scheme

Expenses: (camps and excursions)

Year 11 approximately $385

Year 12 approximately $75

To achieve this qualification, you must demonstrate competency in:

11 units of competency: 4 core units and 7 elective units (one additional unit is also completed)

UNIT CODE	UNIT TITLE	Core/Elective
HLTWHS001	Participate in workplace health and safety	C
SISCAQU002	Perform basic water rescues	E
SISOARC001	Lead archery sessions	E

SISOBWG001	Bushwalk in tracked environments	E
SISOCNE001	Paddle a craft using fundamental skills	E
SISOCNE002	Paddle a canoe on inland flatwater	E
SISOFLD001	Assist in conducting recreation sessions	C
SISOFLD002	Minimise environmental impact	C
SISOFLD003	Select, set up and operate a temporary or overnight site	E
SISOFLD006	Navigate in tracked environments	E
SISXCAI001	Provide equipment for activities	E
SISXIND002	Maintain sport, fitness and recreation industry knowledge	C

Assessment: Competency based

National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

NATIONALLY RECOGNISED
TRAINING

SIT20322 Certificate II in Hospitality

Description

This qualification reflects the role of individuals who use a defined and limited range of hospitality operational skills. They are involved in mainly routine and repetitive tasks using practical skills and basic industry knowledge. They work under direct supervision.

This qualification is suitable for VET in Schools (VETiS) delivery and for an Australian Apprenticeship pathway. Training/assessment is conducted primarily on site however; a minimum of 12 complete service periods (shifts) is required. These shifts may be out of normal school hours e.g. events and functions or require work placement in the hospitality industry.

Job roles

This qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafes and coffee shops.

Pathways Information:

Pathways into the qualification

Individuals may enter Certificate II in Hospitality with limited or no vocational experience and without a relevant lower level qualification.

Pathways from the qualification:

After achieving Certificate II in Hospitality, individuals could progress to a wide range of other qualifications in the hospitality and broader service industries.

Licensing/Regulatory Information:

No licensing, legislative, regulatory or certification requirements apply to this qualification at the time of endorsement.

Entry Requirements:

All students must have leather/vinyl/suede upper shoes (no canvas or mesh) to be in this subject as per the school dress code; students will not enter a kitchen without them.

Course Content:
To achieve this qualification, you must demonstrate competency in:

12 units of competency: 6 core units and 6 elective units.

National Code	Unit of Competency Title	Core / Elective
BSBTWK201	Work effectively with others	C
SITXCOM007	Show social and cultural sensitivity	C
SITHIND006	Source and use information on the hospitality industry	C
SITHIND007	Use hospitality skills effectively	C
SITXCCS011	Interact with customers	C
SITXWHS005	Participate in safe work practices	C
SITHFAB024	Prepare and serve non-alcoholic beverages	E
SITXFIN007	Process financial transactions	E
SITHKOP009	Clean kitchen premises and equipment	E
SITXCOM006	Source and present information	E
SITXFSA005	Use hygienic practices for food safety	E
SITHFAB021	Provide responsible service of alcohol	E

Assessment: Competency based

National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Fees: Included in Student Resource Scheme   **Expenses**: Nil

VET Subject Guide

Senior VET – Third Parties

The following Vocational Education and Training (VET) courses are delivered on the school premises (provider number # 30403). Morayfield State High School has either entered into a Third Party Arrangement with the following external Registered Training Organisations or have approval to advertise courses on their behalf prior to any formal arrangement.

Binnacle Training (provider # 31319)	
SIS30321	Certificate III in Fitness
SIS20115	Certificate II in Sport and Recreation
Blue Dog Training (provider #31193)	
MEM20413	Certificate II in Engineering Pathways
CPC 10210/	Certificate I in Construction
CPC20220	Certificate II in Construction Pathways
Connect 'n' Grow (provider # 40518)	
HLT33115	Certificate III in Health Services Assistance
HLT23215	Certificate II in Health Support Services
Deception Bay State High School (provider # 30380)	
CHC30121	Certificate III in Early Childhood Education and Care
Unity College (provider # 32123)	
10283NAT	Certificate IV in Crime and Justice
Aviation Australia (provider # 30770)	
AVI30419	Certificate III in Aviation (Remote Pilot)

SIS30321 - Certificate III in Fitness
(+ optional SIS20115 - Certificate II in Sport and Recreation)

Registered Training Organisation (RTO):	Binnacle Training (RTO Code: 31319)
Possible QCE Points:	8
1300 303 715	https://www.binnacletraining.com.au/

Description

This qualification is delivered over a 2-year period and provides a pathway to work as a fitness instructor in settings such as fitness facilities, gyms and leisure and community centres. Students gain the entry-level skills required of a Fitness professional. Over the 2-year certification students will use a combination of project-based learning, online learning (self-study) and practical work-related experience. Students facilitate programs within their school community including:
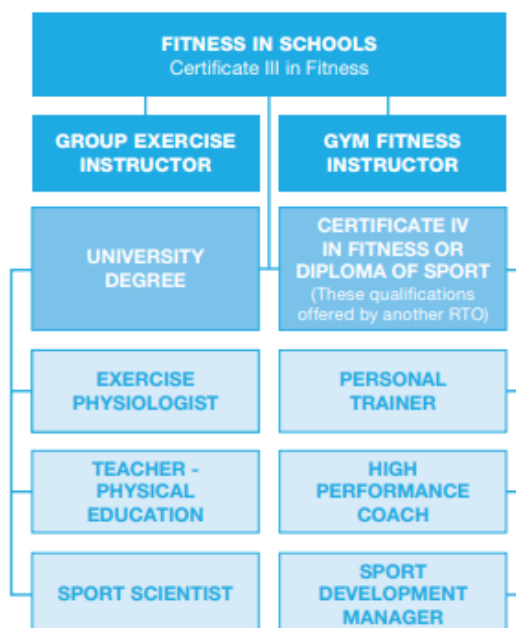
- Community fitness programs
- Strength and conditioning for athletes and teams
- 1 on 1 and group fitness sessions with adults

Application

Students will achieve the following upon completion of SIS30321 Certificate III in Fitness:

- Nationally recognised First Aid competency (HLTAID011 Provide First Aid)
- Community Coaching- Essential Skills Course (issued by Australian Sports Commission)
- A range of career pathway options such as an intro to SIS40221 Certificate IV in Fitness or SIS50321 Diploma of Sport
- Certificate III in Fitness may contribute towards a student's Australian Tertiary Admission Rand (ATAR)

Additionally, upon competition of SIS30321 Certificate III in Fitness, students will have a variety of career pathways.

VET Subject Guide

Eligibility - Cost

In order to competently complete units within this certification, students will need a competent level of capability and fitness as well as the ability to present and deliver fitness sessions to groups/individuals.

All students will conduct a language, literacy and numeracy (LLN) screening process prior to enrolment to ensure students have the capacity to effectively engage with the content and identify support measures as required.

The dual qualification total costing is:
$365.00 per person (Cert II entry qualification = $265.00 + Cert III Gap Fee= $100.00)
$55.00 per person First Aid Certificate
$75.00 per person excursion fee
Total cost $495.00 with no VETiS funding
Total cost $230.00 with VETiS funding if eligible

VETiS funding is available for senior school students to complete one approved VETiS qualification while at school. Senior high school students may choose to use their funding to complete this qualification (SIS30321 and SIS20115).

Training and Assessment Delivery
Units of Competency
Standalone Qualification- 15 units

Dual Qualification- Additional 8 units

UNITS OF COMPETENCY Certificate III in Fitness	
HLTAID011	Provide First Aid
HLTWHS001	Participate in workplace health and safety
SISXEMR001	Respond to emergency situations
SISXIND001	Work effectively in sport, fitness and recreation environments
SISXIND002	Maintain sport, fitness and recreation industry knowledge
BSBSUS211	Participate in sustainable work practices
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise
BSBOPS304	Deliver and monitor a service to customers
BSBPEF301	Organise personal work priorities
SISFFIT035	Plan group exercise sessions
SISFFIT036	Instruct group exercise sessions
SISFFIT032	Complete pre-exercise screening and service orientation
SISFFIT033	Complete client fitness assessments
SISFFIT052	Provide healthy eating information
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients

ADDITIONAL 8 UNITS OF COMPETENCY (OPTIONAL) Part of the optional Certificate II in Sport and Recreation	
SISXCAI002	Assist with activity sessions
SISXCCS001	Provide quality service
BSBWOR202	Organise and complete daily work activities
BSBTEC201	Use business software applications
BSBTEC202	Use digital technologies to communicate in a work environment
BSBTEC203	Research using the internet
ICTICT203	Operate application software packages
BSBSUS201	Participate in environmentally sustainable work practices

MEM20422 - Certificate II in Engineering Pathways

Registered Training Organisation (RTO):

Blue Dog Training (RTO Code: 31193)
www.bluedogtraining.com.au
07 3166 3960

QCE Points: 4

Description
The qualification MEM20422 provides students with an introduction to an engineering or related working environment.

Students gain skills and knowledge in a range of engineering and manufacturing tasks which will enhance their entry-level employment prospects for apprenticeships, traineeships or general employment in an engineering-related workplace.

Typically commencing in Year 11 and delivered in the school workshops, during normal school hours as a part of the student's regular school timetable, the course is completed over a period of two (2) years. A student can only participate in a Blue Dog Training VETiS program with the permission of their school.

Application
The learning program should develop trade-like skills but not attempt to develop trade-level skills. As an example, the outcome level of welding skills from this qualification is not about learning trade-level welding theory and practice; it is about being introduced to welding, how it can be used to join metal and having the opportunity to weld metal together. Similarly with machining, the outcome should be something produced on a lathe etc., not the theory and practice of machining. The focus should be on using engineering tools and equipment to produce or modify objects. This needs be done in a safe manner for each learner and those around them.

Eligibility - Cost
The Department of Employment, Small Business and Training (DESBT) provides funding for secondary school students to complete one (1) approved VETiS qualification while at school, referred to as 'employment stream' qualifications.

This means that if a student is eligible, the course is provided to them fee-free. To be eligible to enrol in a Blue Dog Training VETiS program, students must:

- be currently enrolled in secondary school
- permanently reside in Queensland
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- not already completing or have already completed a funded VETiS course with another registered training organisation.

In situations where a student is not eligible for VETiS funding, under the DESBT funding arrangements, fee for service arrangements are available for students through Blue Dog Training. Fee for service cost = $1200.

Please refer to the Blue Dog Training Website for information on their refund policy.
https://bluedogtraining.com.au/storage/app/media/pdf_documents/policies/Student_Fee_Refund_Policy.pdf

Training and Assessment Delivery

The Blue Dog Training VETiS program is delivered at the student's school as part of their timetabled classes by Blue Dog Trainings qualified trainers and assessors.

Secondary school students are enrolled as a student with Blue Dog Training and their qualification or statement of attainment is issued by Blue Dog Training.

Training and assessment are via Blue Dog Training's blended mode of delivery which comprises both on-line training and face to face classroom-based training at the school workshop.

Blue Dog Training trainers and assessors attend the school on a structured basis throughout the school year.
Blue Dog Training are responsible for all training and assessment.

Core

MEM13015	Work safely and effectively in manufacturing and engineering
MEMPE005	Develop a career plan for the engineering and manufacturing industries
MEMPE006	Undertake a basic engineering project
MSAENV272	Participate in environmentally sustainable work practices

Elective

MEM11011*	Undertake manual handling
MEM16006*	Organise and communicate information
MEM16008*	Interact with computing technology
MEM18001*	Use hand tools
MEM18002*	Use power tools/hand held operations
MEMPE001	Use engineering workshop machines
MEMPE002	Use electric welding machines
MEMPE007	Pull apart and re-assemble engineering mechanisms

CPC 10120 Certificate I in Construction / CPC20220 Certificate II in Construction Pathways

Registered training organisation (RTO):
Blue Dog Training (RTO Code: 31193)
www.bluedogtraining.com.au
07 3166 3960

QCE Points: 4

Description

The dual construction qualification provides a pathway to the primary trades in the construction industry with the exception of plumbing.

The units of competency within the dual qualification cover essential work health and safety requirements, the industrial and work organisation structure, communication skills, work planning, and basic use of tools and materials and have core units of competency requirements that are required in most Certificate III qualifications. The dual qualification is built around a basic construction project unit that integrates the skills and embeds the facets of employability skills in context.

The qualification is suited to vocational education and training (VET) in Schools programs or learners with no previous connection to the construction industry or relevant employment history.

Typically commencing in Year 11 and delivered in the school workshops, during normal school hours as a part of the student's regular school timetable, the course is completed over a period of two (2) years. A student can only participate in a Blue Dog Training VETiS program with the permission of their school.

Application

The learning program should develop trade-like skills but not attempt to develop trade-level skills. The qualification is suited to VET in Schools programs or learners with no previous connection to the construction industry or relevant employment history.

Eligibility - Cost

CPC10120 Certificate I in Construction is eligible for funding through the Department of Employment, Small Business and Training (DESBT) who provide funding for secondary school students to complete one (1) approved VETiS qualification while at school, referred to as 'employment stream' qualifications.

This means that if a student is eligible, the course is provided to them fee-free. To be eligible to enrol in a Blue Dog Training VETiS program, students must:
- be currently enrolled in secondary school
- permanently reside in Queensland
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- not already completing or have already completed a funded VETiS course with another registered training organisation.

In situations where a student is not eligible for VETiS funding, under the DESBT funding arrangements, fee for service arrangements are available for students through Blue Dog Training. Fee for service cost = $1200. Payment 1 due by week 8 Term 4, 2023 $600.000 and Payment 2 due by week 8 Term 1, 2024 $600.00.

CPC20220 Certificate II in Construction Pathways is not currently eligible for funding through the Department of Employment, Small Business and Training (DESBT). This portion of the Dual Qualification is being delivered by Blue Dog Training as a pilot program to 2024 enrolments and will **not incur a fee for service cost.**

Please refer to the Blue Dog Training Website for information on their refund policy.
https://bluedogtraining.com.au/storage/app/media/pdf_documents/policies/Student_Fee_Refund_Policy.pdf

Training and Assessment Delivery

The Blue Dog Training VETiS program is delivered at the student's school as part of their timetabled classes by Blue Dog Trainings qualified trainers and assessors.

Secondary school students are enrolled as a student with Blue Dog Training and their qualification or statement of attainment is issued by Blue Dog Training.

Training and assessment are via Blue Dog Training's blended mode of delivery which comprises both on-line training and face to face classroom-based training at the school workshop.

Blue Dog Training trainers and assessors attend the school on a structured basis throughout the school year.
Blue Dog Training are responsible for all training and assessment.

Unit Code	Unit Name	CPC10120	CPC20220
CPCCWHS1001#	Prepare to work safely in the construction industry	✔	
CPCCCM2005*	Use construction tools and equipment	✔	
CPCCOM1014	Conduct workplace communication	✔	
CPCCOM2001*	Read and interpret plans and specifications	✔	
CPCCCM2004*	Handle construction materials	✔	✔
CPCCCM1011	Undertake basic estimation and costing	✔	✔
CPCCOM1012	Work effectively and sustainably in the construction industry	✔	✔
CPCCOM1013	Plan and organise work	✔	✔
CPCCVE1011*	Undertake a basic construction project	✔	✔
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	✔	✔
CPCCOM1015	Carry out measurements and calculations	✔	✔
CPCCCA2002*	Use carpentry tools and equipment		✔
CPCCCM2006	Apply basic levelling procedures		✔
CPCCWF2002*	Use wall and floor tiling tools and equipment		✔

Notes:
➢ *Prerequisite units of competency - An asterisk (*) against a unit of competency code in the list above indicates there is a prerequisite requirement that must be met. Prerequisite unit(s) of competency must be assessed before assessment of any unit of competency with an asterisk.

➢ Elective units are subject to change prior to the commencement of the program. This is to ensure alignment to current industry practices.

➢ # Mandatory Workplace Health and Safety (WHS) training - The unit CPCCWHS1001 Prepare to work safely in the construction industry is designed to meet WHSQ regulatory authority requirements for General Construction Induction Training (GCIT) and must be achieved before access to any building and construction work site. Successful completion of this unit of competency as part of this Blue Dog Training VETiS program will result in the student being issued with a Workplace Health and Safety Queensland Construction Induction 'White Card'.

More information can be found about each of these individual qualifications at:
https://training.gov.au/Training/Details/CPC10120

https://training.gov.au/Training/Details/CPC20220

HLT33115 Certificate III in Health Services Assistance
HLT23215 Certificate II in Health Support Services &

Registered Training Organisation (RTO):	Binnacle Training (RTO Code: 40518)
Possible QCE Points:	8 (4 points for Cert II and a further 4 points for Cert III)
1300 283 662	https://connectngrow.edu.au

Description

Health and community services training is linked to the largest growth industry in Australia, estimated to grow by 20% over the next five years. This is a two-year course delivered on site to senior school students and in partnership with Connect 'n' Grow®. These programs combine to provide students with entry level skills necessary for a career in the health sector and also provide a pathway to pursue further study. This qualification has been designed for senior high school student's ad reflects the role of a variety of workers who use a range of actual and procedural knowledge to provide assistance to health professional staff for the care of clients. Within Certificate III in Health Services, assistance electives units have been selected from Health and Community Serves and Business Training Packages to be contextualised into a Secondary School environment and are delivered to students in a blended face-face and online format.

Students will gain a range of entry-level skills that enhance their ability to gain employment within the health industry. Skills acquired in this course include:
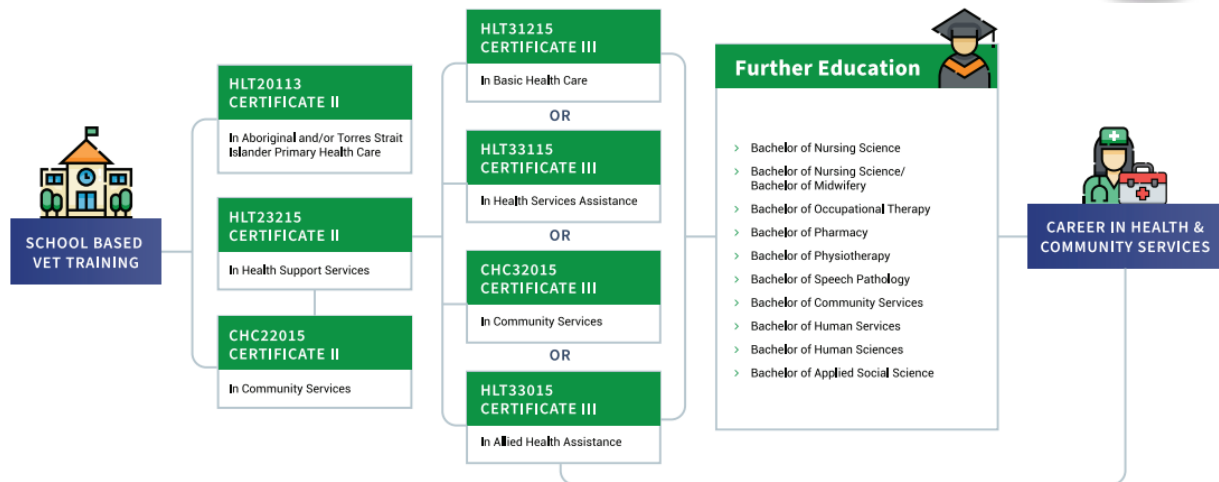
- First Aid
- Effective Communication in Customer Service
- Workplace Health and Safety
- Infection Control
- Understanding common medical terminology
- Conducting health checks
- Organising daily work schedules
- Routine stock maintenance
- Recognising healthy body systems
- Working in teams with diverse people

Application

Students will achieve the following upon completion of HLT33115 Certificate III in Health Services Assistance:

- CPR and First Aid Certification
- Points that count toward your Senior Certificate of Education
- Opportunities to complete a school-based traineeship
- Pathway to tertiary education

Additionally, upon competition of HLT33115 Certificate III in Health Services Assistance, students will have a variety of career pathways in the health industry.

Eligibility - Cost

In order to competently complete units within this certification, students will need to complete HLT23215 Certificate II in Health Support Services (completed in year 11). To complete this certification students will need a unique student identifier (USI) and either have or have access to a computer and internet connection.

The dual qualification total costing is:

$1000 without VETIS and $500 with VETIS (Cert II and Cert III).

VETiS funding is available for senior school students to complete one approved VETiS qualification while at school. Senior high school students may choose to use their funding to complete one of these two qualifications (HLT23215 or CHC22015)

Training and Assessment Delivery

Assessment is competency based. Assessment techniques include:

- Multiple choice, true/false and short answer questions (online)
- Practical activities and scenarios
- Workplace learning logs
- Portfolio of workplace documents

VET Subject Guide

Units of Competency

Certificate II in Health Services (Year 11)

Unit code	Title
HLTWHS001	Participate in workplace health and safety
BSBWOR202	Organise and complete daily work activities
BSBINM201	Process and maintain workplace information
HLTINF001	Comply with infection prevention and control policies and procedures
HLTHSS003	Perform general cleaning tasks in a clinical setting
HLTHSS005	Undertake routine stock maintenance
CHCCOM005	Communicate and work in health or community services
BSBCUS201	Deliver a service to customers
CHCCOM001	Provide first point of contact
CHCCCS010	Maintain a high standard of service
CHCCCS020	Respond effectively to behaviours of concern
CHCDIV001	Work with diverse people

Certificate III in Health Services Assistance (Year 12)

Unit code	Title
HLTAAP001	Recognise healthy body systems
BSBMED301	Interpret and apply medical terminology
CHCCCS015	Provide individualised support
BSBWOR301	Organise personal work priorities and development
HLTAID011	Provide first aid
HLTAID009	Provide cardiopulmonary resuscitation
BSBMED303	Maintain patient records
CHCCCS009	Facilitate responsible behaviour
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety

Units in bold are core units to complete in order to be competent in the Certification

CHC30121 - Certificate III Early Childhood Education and Care

Deception Bay State High School

RTO number: 30380

CHC30121 Certificate III Early Childhood Education and Care

Qualification description

This is an entry-level qualification for anyone wishing to commence a career in the early childhood sector. It provides students with an understanding of fundamental skills and knowledge relating to the care of children. Early childhood educators work in long day care centres, family day care, pre-schools or kindergartens.

Refer to training.gov.au for specific information about the qualification.

Duration and location

This is a three-year course delivered in Years 10, 11 and 12 on site at Morayfield State High School in partnership with Deception Bay State High School.

Course units

To attain a CHC30121 Certificate III in Early Childhood Education and Care, 17 units of competency must be achieved.

Unit code	Title
CHCECE030	Support inclusion and diversity
CHCECE031	Support children's health, safety and wellbeing
CHCECE032	Nurture babies and toddlers
CHCECE033	Develop positive and respectful relationships with children
CHCECE034	Use an approved learning framework to guide practice
CHCECE035	Support the holistic learning and development of children
CHCECE036	Provide experiences to support children's play and learning
CHCECE037	Support children to connect with the natural environment
CHCECE038	Observe children to inform practice
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures
CHCECE055	Meet legal and ethical obligations in children's education and care
CHCECE056	Work effectively in children's education and care
CHCPRP003	Reflect on and improve own professional practice
CHCPRT001	Identify and respond to children and young people at risk
HLTAID012	Provide First Aid in an education and care setting
HLTFSE001	Follow basic food safety practices
HLTWHS001	Participate in workplace health and safety

Entry requirements

Students must have a blue card for Working with Children prior to enrolment or commencement of training and have a desire to work with children.

Delivery modes

A range of delivery modes will be used during the teaching and learning of this qualification including:

face-to-face instruction

work-based learning

guided learning

Fees

Students are enrolled as part-time students at Deception Bay State High School and pay $200 to Deception Bay State High School for the cost of the course and a subject fee of $60 to Morayfield State High School. Total of course $260.

Assessment

Assessment is competency based. Units of competency are clustered and assessed in this way to replicate what occurs in a childcare centre as closely as possible. Assessment techniques include:

observation

folios of work

questioning

observations by assessor during vocational placement

third party reports from vocational placement

written and practical tasks.

Vocational placement

Students must complete 160 hours of vocational placement in a regulated education and care setting. Certain units have practical work placement hours that are required to be completed before the student is deemed competent for the unit and skills that must be observed by the assessor during vocational placement.

The school will assist in organising work placements for students. Students may also source their own placements, which will need to be approved by the school and RTO.

Pathways

This qualification may articulate into:

Diploma in Early Childhood Education and Care

work in the industry as an early childhood educator, nanny or after school hours care worker.

See other community services qualifications at training.gov.au

Obligation

The school guarantees that the student will be provided with every opportunity to complete the qualification. We do not guarantee employment upon completion of this qualification.

● Students who are deemed competent in all 17 units of competency will be awarded a Qualification and a record of results by Deception Bay State High School. Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

NATIONALLY RECOGNISED TRAINING

10971NAT - Certificate IV in Justice Studies

QCE Credit Points - 8

CERTIFICATE IV in Justice Studies (10971NAT)

(RTO – Unity College - 32123)

Certificate IV in Justice Studies		Duration:	2 years
Qualification description:	Certificate IV in Justice Studies is an accredited course. The Certificate IV in Justice Studies is designed by justice professionals for people who would like to achieve employment in the criminal justice system and wish to develop a deeper understanding of the justice system. Aims: The Certificate IV in Justice Studies course is designed to • provide students with a broad understanding of the justice system • develop the personal skills and knowledge which underpin employment in the justice system.		
Entry requirements:	Academic - There are no formal entry requirements for this course. It is recommended that students have a pass in Year 10 English to demonstrate sufficient spoken and written comprehension to successfully complete all study and assessment requirements. Attitude – students need to demonstrate independent learning skills Students will be required to undertake an LLN test to determine suitability and any support needs.		
Qualification packaging rules:	To attain this certificate, 10 units of competency (6 core and 4 elective) must be completed.		
Units of Competency delivered:	1. NAT10971001 Provide information and referral advice on justice-related issues 2. NAT10971002 Prepare documentation for court proceedings 3. NAT10971003 Analyse social justice issues 4. BSBXCM401 Apply communication strategies in the workplace 5. PSPREG0033 Apply Regulatory Powers 6. BSBLEG421 Apply understanding of the Australian Legal System 7. BSBPEF402 Develop personal work priorities 8. BSBLEG523 Apply legal principles in tort law matters 9. PSPREG010 Prepare a brief of evidence 10. BSBLDR414 Lead team effectiveness. or PSPREG012 Gather Information through interviews		
Learning experiences:	Content is delivered in a classroom environment through Legal Studies/Certificate IV in Justice Studies classes or via an online plus face-to face option. Course content provided by the trainer and assessor. This can be in the format of online reading and activities, whole day workshops, 3 x compulsory workshops with industry professionals **Technology required: access to the internet**		
Assessment:	Evidence contributing towards competency will be collected throughout the program. This process allows a student's competency to be assessed in a holistic approach that integrates a range of competencies. Evidence is gathered through the following; Written projects, Online quizzes, Observation of skills, Oral and written questions.		
Pathways:	The Certificate IV in Justice Studies is reccommended for students looking to gain employment or further study opportunites in justice and law related fields such as the police service, justice related occupations, corrective services, courts, legal offices, customs service, security industry and private investigations.		
Course Costs:	$750 up-front fee		
Further information	Refund Policy: Refund for students exiting a certificate course is on prorate basis related to the unit/s of competency covered (less a $50.00 administration fee). Students must have evidence of the reason/s why exit from the course is being sought (e.g. a medical certificate or show extreme personal hardship). Applications for refund are made to the Unity College Principal and are at the discretion of the Principal.		

VET Subject Guide

AVI30419 Certificate III in Aviation (Remote Pilot)

Registered Training Organisation (RTO):

Aviation Australia (RTO Code: 30770)
20 Boronia Heights, Brisbane Airport
+61 7 3860 0900

QCE Points: 4

Description

Aviation Australia has delivered certified remote pilot training in partnership with our training division Remote Aviation (CASA.ReOC.1006 training approval) to over a thousand remote pilots across Australia. We have developed courses that directly correlate to skills needed in the industry including filming, surveying, inspection, research and agriculture applications. We have assisted a wide range of businesses and departments with gaining their operational approvals and structuring their remotely piloted aircraft policy and procedures.

Application

The drone industry is growing and developing rapidly and there are now significant career opportunities awaiting those with a remote pilot licence. As a leading provider of flight training and drone courses, Aviation Australia recognises that drones and associated technologies present a wealth of opportunities for individuals and businesses across a wide range of industries, including real estate, infrastructure and entertainment.

Course Content:

To achieve this qualification, you must demonstrate competency in:
14 units of competency: 9 core unit and 5 elective units

UNIT CODE	UNIT TITLE	Core/Elective
AVIF0021	Manage human factors in remote pilot aircraft systems operations	C
AVIH0006	Navigate remote pilot aircraft systems	C
AVIW0028	Operate and manage remote pilot aircraft systems	C
AVIW0004	Perform operational inspections on remote operated systems	C
AVIY0052	Control remote pilot aircraft systems on the ground	C
AVIY0023	Launch, control and recover a remotely piloted aircraft	C
AVIY0053	Manage remote pilot aircraft systems energy source requirements	C
AVIY0031	Apply the principles of air law to remote pilot aircraft systems	C
AVIZ0005	Apply situational awareness in remote pilot aircraft systems operations	C
AVIE0003	Operate aeronautical radio	E
AVIG0003	Work effectively in the aviation industry	E
AVIY0027	Operate multi-rotor remote pilot aircraft systems	E
AVIW0006	Perform infrastructure inspections using remote operated systems	E
AVIW0007	Perform aerial mapping and modelling using remote piloted aircraft	E

Assessment: Competency based
National Qualifications within the Australian Qualifications Framework (AQF) are awarded when a learner (who might be an employee) has been assessed as achieving a combination of Units of Competency that provides a meaningful outcome at an industry or enterprise level. Each qualification consists of a number of core and/or elective Units of Competency that industry representatives consider workers require to perform a particular job. Where an individual achieves one or more Units of Competency without completing a qualification, a Statement of Attainment is issued that recognises their achievement.

Activities may include:

- Student workbooks
- Written tests
- Assignments
- Logbooks
- Teacher observations
- Practical tests

Eligibility - Cost

Aviation Australia is approved by the Department of Employment, Small Business and Training as a Skills Assure Supplier to deliver the Certificate III in Aviation (Remote Pilot) AVI30419 through the VET in Schools (VETiS) program.

Vocational Education and Training in Schools (VETiS) is funded by the VET investment budget and is fee-free for eligible students. This means that if a student is eligible, the course is provided to them fee-free. To be eligible to utilise VETiS funding, students must:

- be currently enrolled in secondary school
- permanently reside in Queensland
- be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- not already completing or have already completed a funded VETiS course with another registered training organisation.

In situations where a student is not eligible for VETiS funding, under the DESBT funding arrangements, fee for service arrangements are available for students through Aviation Australia. Fee for service cost, up to $1500.

Glossary

Senior Education Profile

Students in Queensland are issued with a Senior Education Profile (SEP) upon completion of senior studies. This profile may include a:

- statement of results
- Queensland Certificate of Education (QCE)
- Queensland Certificate of Individual Achievement (QCIA).

For more information about the SEP see: www.qcaa.qld.edu.au/senior/certificates-qualifications/sep.

Statement of Results

Students are issued with a statement of results in the December following the completion of a QCAA-developed course of study. A new statement of results is issued to students after each QCAA-developed course of study is completed.

A full record of study will be issued, along with the QCE qualification, in the first December or July after the student meets the requirements for a QCE.

Queensland Certificate of Education (QCE)

Students may be eligible for a Queensland Certificate of Education (QCE) at the end of their senior schooling. Students who do not meet the QCE requirements can continue to work towards the certificate post-secondary schooling. The QCAA awards a QCE in the following July or December, once a student becomes eligible. Learning accounts are closed after nine years; however, a student may apply to the QCAA to have the account reopened and all credit continued.

Queensland Certificate of Individual Achievement (QCIA)

The Queensland Certificate of Individual Achievement (QCIA) reports the learning achievements of eligible students who complete an individual learning program. At the end of the senior phase of learning, eligible students achieve a QCIA. These students have the option of continuing to work towards a QCE post-secondary schooling.

Senior Subjects

The QCAA develops four types of senior subject syllabuses — General, Applied, Senior External Examinations and Short Courses. Results in General and Applied subjects contribute to the award of a QCE and may contribute to an Australian Tertiary Admission Rank (ATAR) calculation, although no more than one result in an Applied subject can be used in the calculation of a student's ATAR.

Extension subjects are extensions of the related General subjects and are studied either concurrently with, or after, Units 3 and 4 of the General course.

Typically, it is expected that most students will complete these courses across Years 11 and 12. All subjects build on the P–10 Australian Curriculum.

General Syllabuses

General subjects are suited to students who are interested in pathways beyond senior secondary schooling that lead primarily to tertiary studies and to pathways for vocational education and training and work. General subjects include Extension subjects.

Applied Syllabuses

Applied subjects are suited to students who are primarily interested in pathways beyond senior secondary schooling that lead to vocational education and training or work.

Senior External Examination

The Senior External Examination consists of individual subject examinations provided across Queensland in October and November each year by the QCAA.

Short Courses

Short Courses are developed to meet a specific curriculum need and are suited to students who are interested in pathways beyond senior secondary schooling that lead to vocational education and training and establish a basis for further education and employment. They are informed by, and articulate closely with, the requirements of the Australian Core Skills Framework (ACSF). A grade of C in Short Courses aligns with the requirements for ACSF Level 3. For more information about the ACSF see: https://www.education.gov.au/australian-core-skills-framework.

Underpinning factors

All senior syllabuses are underpinned by:

- literacy — the set of knowledge and skills about language and texts essential for understanding and conveying content
- numeracy — the knowledge, skills, behaviours and dispositions that students need to use mathematics in a wide range of situations, to recognise and understand the role of mathematics in the world, and to develop the dispositions and capacities to use mathematical knowledge and skills purposefully.

General syllabuses and Short Courses

In addition to literacy and numeracy, General syllabuses and Short Courses are underpinned by:

- 21st century skills — the attributes and skills students need to prepare them for higher education, work and engagement in a complex and rapidly changing world. These include critical thinking, creative thinking, communication, collaboration and teamwork, personal and social skills, and information & communication technologies (ICT) skills.

Applied syllabuses

In addition to literacy and numeracy, Applied syllabuses are underpinned by:

- applied learning — the acquisition and application of knowledge, understanding and skills in real-world or lifelike contexts
- community connections — the awareness and understanding of life beyond school through authentic, real-world interactions by connecting classroom experience with the world outside the classroom
- core skills for work — the set of knowledge, understanding and non-technical skills that underpin successful participation in work.

Vocational education and training (VET)

Students can access VET programs through the school if it:

- is a registered training organisation (RTO)
- has a third-party arrangement with an external provider who is an RTO
- offers opportunities for students to undertake school-based apprenticeships or traineeships.

Australian Tertiary Admission Rank (ATAR) eligibility

The calculation of an Australian Tertiary Admission Rank (ATAR) will be based on a student's:

- best five General subject results or
- best results in a combination of four General subject results plus an Applied subject result or a Certificate III or higher VET qualification.

The Queensland Tertiary Admissions Centre (QTAC) has responsibility for ATAR calculations.

English requirement

Eligibility for an ATAR will require satisfactory completion of a QCAA English subject.

Satisfactory completion will require students to attain a result that is equivalent to a Sound Level of Achievement in one of five subjects — English, Essential English, Literature, English and Literature Extension or English as an Additional Language.

While students must meet this standard to be eligible to receive an ATAR, it is not mandatory for a student's English result to be included in the calculation of their ATAR.

NATIONALLY RECOGNISED TRAINING