

# 2023

## STUDENT HANDBOOK

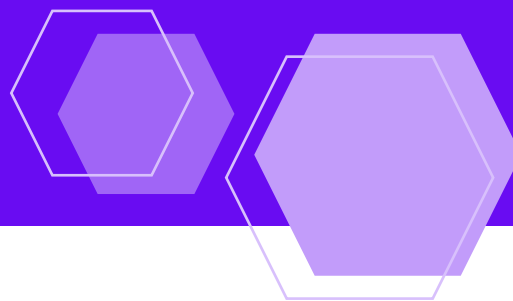
### WYNDHAM CLUSTER

VET DELIVERED TO SECONDARY STUDENTS (VETDSS)



Version Date: 27 July 2022

# DRAFT



Wyndham VETDSS Cluster arrangement is founded on a spirit of co-operation between schools and with the purpose of providing a wider breadth of learning opportunities for students.

#### **Participating Member Schools:**

- |                                       |                                    |
|---------------------------------------|------------------------------------|
| 1. Al-Taqwa College                   | 8. Mount St. Joseph Girls' College |
| 2. Good News Lutheran College         | 9. Tarneit Secondary College       |
| 3. Heathdale Christian College        | 10. The Grange P-12 College        |
| 4. Hoppers Crossing Secondary College | 11. Thomas Carr College            |
| 5. Jennings Street School             | 12. Warringa Park School           |
| 6. Manor Lakes P-12 College           | 13. Werribee Secondary College     |
| 7. MacKillop College Werribee         | 14. Wyndham Central College        |

**PLEASE REFER ALL YOUR QUESTIONS IN THE FIRST INSTANCE TO YOUR HOME SCHOOL VET COORDINATOR.**

#### **For more information please contact:**

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Partnership Manager  
Wyndham and Hobsons Bay VETDSS Cluster  
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Email: [karen@wynbayllen.org.au](mailto:karen@wynbayllen.org.au)

#### **Privacy notice**

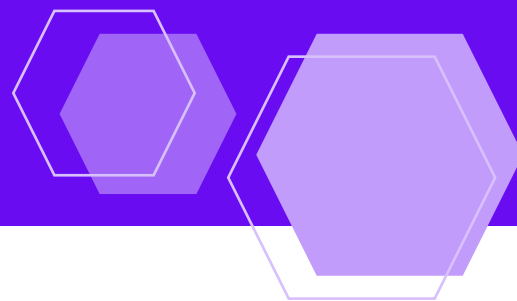
When a student applies for a VET course, the student's school (Home School) will assist the relevant external provider (which includes a Delivery School and/or Registered Training Organisation (RTO)) with collecting student information for the purposes of assessing the application and placement of the students in VETDSS course. The Home School's career advisor or VET coordinator will also work together with students to upload their application information into a secure online portal managed by the WynBay Local Learning Education Network, which is funded by the Victorian government.

When a student is accepted into a VET course, the Home School may assist the relevant external provider with collecting necessary student personal and health information needed for enrolment with the external provider, supporting students' educational, social and wellbeing needs, medical emergencies and other purposes stated in the Schools' Privacy Policy.

Once the student is accepted into the course, in order to ensure the safety and wellbeing of students and others, the school may also share necessary student information such as emergency contacts, health plans, foreseeable risks, or reasonable adjustments that it holds with the chosen VET course external provider (which includes the RTO and Delivery School) and where permitted by law.

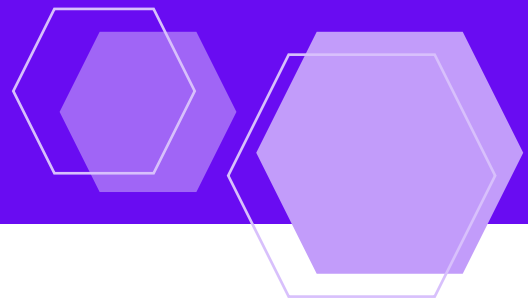
If you have questions or wish to request access to the information, please contact your Home School's VET Coordinator. For more information about how government schools handle student and parent information, please see:

<https://www.education.vic.gov.au/Pages/schoolsprivacypolicy.aspx>



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## MANY TALENTS ONE VCE

Dear Student

**Victoria's senior secondary education is changing.**

From 2023, the new **VCE Vocational Major** will replace *Intermediate and Senior VCAL*. This means the VCE will recognise different students equally. The new **Victorian Pathways Certificate (VPC)** will replace *Foundation VCAL*.

Students will have more education choices, a higher-quality curriculum and better workplace experiences – preparing them for further study, training at TAFE or work.

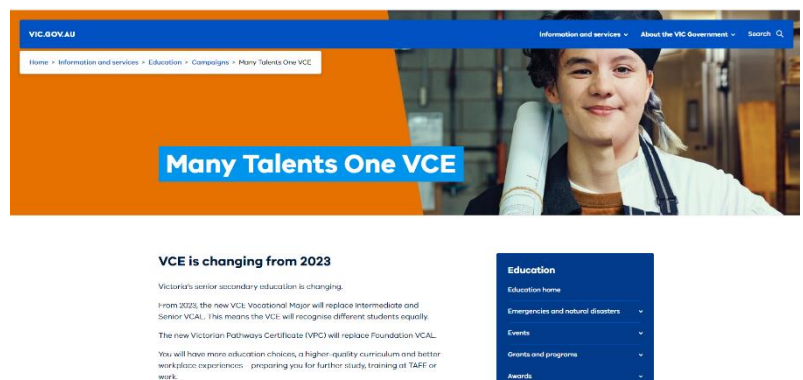
**From 2023, more students will study the VCE.** That is because the VCE will include the Vocational Major, a 2-year program that sits within the VCE. There will also be the Victorian Pathways Certificate for those who need flexibility in their learning. A new information and awareness campaign, Many Talents, One VCE will roll out explaining the changes.

The changes are a result of the [Review into Vocational and Applied Learning Pathways in Senior Secondary Schooling](#) (the Firth review). The review found we needed to improve vocational learning in schools. Schools currently offering VCAL will switch to the VCE Vocational Major from 2023. Some schools that do not offer VCAL will expand their options to include the VCE Vocational Major.

Now students will have greater access to high-quality, relevant vocational education and applied learning opportunities.

### More information:

- Teachers and careers counsellors are available to answer questions and to support students as they make decisions about their final years at school.
- The **Many Talents One VCE webpage** provides students and parents information about the changes. For more information, go to: [www.vic.gov.au/many-talents-one-vce](http://www.vic.gov.au/many-talents-one-vce)







# VCE and VCE Vocational Major

## About VCE and the VCE Vocational Major

- The VCE Vocational Major is a 2-year applied learning program within the VCE.
- You will develop academic and work-related skills, knowledge and confidence.
- It will prepare you for work and further education and training.
- When you graduate from secondary school, you'll graduate with the Victorian Certificate of Education, with the additional words 'Vocational Major'.
- Read more about the **VCE Vocational Major** <https://www.vic.gov.au/vce-and-vce-vocational-major>

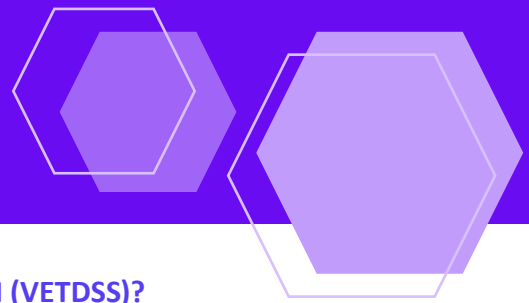




# Victorian Pathways Certificate

## About the Victorian Pathways Certificate (VPC)

- The Victorian Pathways Certificate is a flexible program. It is designed for a small number of students in years 11 and 12 who for various reasons, are not able or ready to undertake the VCE or the VCE Vocational Major.
- It will prepare you for work and further education and training, including the VCE.
- Your school can help you decide if the Victorian Pathways Certificate is right for you.
- Read more about the **Victorian Pathways Certificate**. <https://www.vic.gov.au/victorian-pathways-certificate>



## WHAT IS VET DELIVERED TO SECONDARY STUDENTS PROGRAM (VETDSS)?

Vocational Education and Training (VET) programs delivered to secondary school students are designed to expand opportunities and pathways for students and improve educational outcomes in line with the Victorian Government's objective to increase the number of young people completing Year 12 or equivalent. The skills you learn relate to a career pathway, so can apply them at work or in further education and training. You can add a VET course or certificate to your studies while you're at school.

From 2023, students will be able to include VET within the new VCE Vocational Major (VCE VM) and Victorian Pathways Certificate (VPC).

### Incorporating VET in your VCE or VCE Vocational Major

VET can play an important role in senior secondary schooling. When you add VET to your VCE or VCE VM studies you gain practical skills in an industry you are interested in.

VET courses:

- provide a nationally recognised qualification in a specific industry, or provide credit towards one
- contribute towards the completion of your VCE
- allow you to study through School-Based Apprenticeships and Traineeships, which are often paid positions.

VET programs in the VCE and VCE Vocational Major:

There are a range of VET programs that you can select as part of your VCE or VCE Vocational Major. Please ask your school VET Coordinator or Careers Counsellor about the VET programs your school offers.

### Combining VET with your Victorian Pathways Certificate (VPC)

VET plays an important role in the later years of secondary school. Adding VET to your Victorian Pathways Certificate (VPC) gives you practical work-related skills in a specific industry.

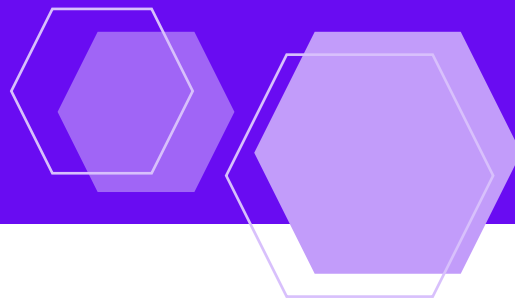
VET courses:

- Provide a nationally recognised qualification in a specific industry, or credit towards one.
- Contribute towards the completion of your VCE.
- Allow study through a [School-Based Apprenticeships and Traineeships](#). These are often paid positions.

Talk to your school about how you can combine VET studies with your VPC.

### Apprenticeships and traineeships at school

Your VCE or VCE Vocational Major can also include an apprenticeship or traineeship. You can also combine an apprenticeship or traineeship with your VPC. Starting an apprenticeship or traineeship while at school means you can get paid on-the-job training that leads to a qualification. School-based apprenticeships and traineeships give you the confidence and vocational skills that employers need.



## VET credit in VCE, including the VM and the VPC

Students gain credit into their VCE, including the VM, and the VPC by undertaking:

- [VCE VET programs](#) that have been developed by the VCAA in consultation with stakeholders including industry. Information regarding the VCE credit available in each VCE VET program is published on the individual VCE VET program pages on this website.
- approved [apprenticeships and traineeships](#) that are in the same industry areas as designated VCE VET programs
- other VET qualifications, which provide credit into the VCE through [block credit recognition](#)

## VET credit towards the VCE, including the VM

From 2023, the following policies will apply to VET credit towards the VCE, including the VM:

- Students can accrue VCE credit achieved through multiple VET qualifications at Certificate II level or above, up to a maximum of 180 nominal hours of completed units of competency (UoCs). This will give students two VCE units towards the VCE / VCE VM.
- Students who complete 180 nominal hours of UoCs in a certificate II or above, then move into another certificate III or above in the same industry\* will accrue VCE credit at Unit 3–4 level for the next 180 nominal hours of completed UoCs.
- Students who complete 180 nominal hours of UoCs in a certificate II or above, receiving VCE Units 1 and 2 credit, and then enrol in an approved apprenticeship or traineeship will accumulate VCE credit from the apprenticeship/traineeship in the following order: Units 3, 4, 1, 2, 3, 4.

For example, a student completes 180 nominal hours of training in Certificate II in Kitchen Operations and receives VCE VET Hospitality Unit 1 and 2. The student then decides to move into a Certificate III in Carpentry SBAT. For their next 180 hours of training, they will receive VCE Units 3 and 4. Each additional 90 nominal hours of training would accrue VCE credit in the following order: Units 1, 2, 3, 4.

This policy applies to:

- all SBATs in certificates III or above
- certificate II traineeships that are in the same industry\* as VCE VET programs drawn from certificate II qualifications that provide VCE Units 1–4 credit (typically trade pathways or pre-apprenticeship qualifications).

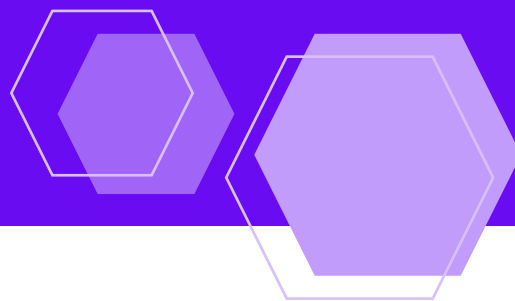
\* Qualifications deemed to be in the same industry for VCE credit purposes are determined based on their Training Package Industry Code (e.g. BSB, SIT, AUR, etc.)

## VET credit towards the VPC

From 2023, students will gain VET credit into the VPC in the following way:

- 90 nominal hours-worth of completed UoCs from a certificate I qualification or above will provide one credit towards the VPC.
- Students can accrue credit across multiple VET qualifications, up to a maximum of 180 hours. This will give students two units towards the VPC.





## VET QUALIFICATIONS

Schools are able to offer senior secondary students VET qualifications selected from the range of industry areas approved by the VCAA.

### Successful completion of VET in the VCE VM or VPC can provide students with:

- a VCE (including the VM), a VPC or VCAL certificate issued by the VCAA, and a VET certificate issued by a registered training organisation (RTO)
- two statements of results issued by the VCAA giving details of units completed in the VCE, VCE VM, VPC or VCAL and UoCs completed in the VET qualification
- an enhanced ATAR, which can improve access to further education
- pathways into employment and/or further VET qualifications or training
- workplace experience gained through structured workplace learning.

### Students value VET because it:

- allows them to combine general and vocational studies which for many, provides a practical focus in a range of industry areas
- provides direct experience of business and industry
- enables them to explore training in areas that will enhance their pathway choices.

### Employers value VET because it:

- contributes to the development of entry level skills for their industry
- provides students with a practical and focused introduction to workplace requirements
- enhances the employability of students
- enables industry to contribute to educational programs in schools
- enables industry to participate in local community networks.

### More information:

The 2023 VCE Administrative Handbook to be released later in 2022.

- Find out about the [VCE VM curriculum](#).
- Find out more about the VCE VM [professional learning](#) available for providers.

### Source:

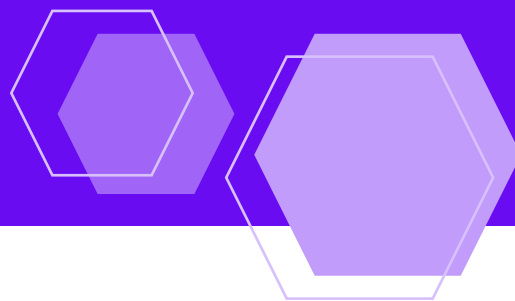
- Victorian Government's Many Talents One VCE webpage: <https://www.vic.gov.au/many-talents-one-vce>
- Victorian Curriculum and Assessment Authority (VCAA) | VCAA website <https://www.vcaa.vic.edu.au/curriculum/vet/vet-vce-vcac/Pages/Index.aspx>

## VETDSS ASSESSMENT PLANS

### Courses delivered in the cluster that are relevant to VCE scored assessment are:

- |                                     |                                     |
|-------------------------------------|-------------------------------------|
| • HLT33015 ALLIED HEALTH ASSISTANCE | • SIT20416 KITCHEN OPERATIONS       |
| • BSB30120 BUSINESS                 | • CUA30920 MUSIC (PERFORMANCE)      |
| • CHC32015 COMMUNITY SERVICES       | • CUA30915 MUSIC (SOUND PRODUCTION) |
| • CUA30120 DANCE                    | • CUA31015 SCREEN AND MEDIA         |
| • 22470VIC ENGINEERING STUDIES      | • SIS30115 SPORT AND RECREATION     |
| • MSF20516 FURNISHING               |                                     |
| • ICT30120 INFORMATION TECHNOLOGY   |                                     |

For details of the score assessment please see the Assessment Plans document.



## GENERAL VETDSS PROGRAM INFORMATION

### TRAVEL ARRANGEMENTS

Some students will be required to travel independently to and from the venue of the course they have chosen. Wednesday and Friday are the agreed VETDSS delivery time in the Wyndham VETDSS Cluster. There will be a cluster bus provided on these days. It travels to all the schools in Wyndham Cluster (bus times will be provided at the start of 2023).

### STUDENT BEHAVIOUR

Students will abide by the teacher's rules and the rules of the Delivery School whenever they are on site. This includes meeting Occupational Health and Safety Requirements in and out of the classroom. Attitude and behaviour are to be of the expected standard.

Breaches of safety or serious offences will require students to be sent out of class. The HOST school VET Coordinator/RTO must communicate this to the HOME school VET Coordinator when this occurs. All incidents that occur relating to a student's behaviour must be escalated to Karen Kennedy (WynBay LLEN Partnership Manager) so a course of action can be negotiated by all parties. All correspondence by all parties should be in writing. The action that might occur depending on the severity of the student's behaviour could result in a warning or a meeting between the Home School VET Coordinator, HOST school VET Coordinator, a parent, and the student. A review of the student's continued participation in VET will be considered. Serious breaches in behaviour can result in an exclusion from VET.

### DRESS CODE

Students are required to wear their Home School uniform when attending VET programs at delivery schools within the cluster. If attending University or TAFE students must comply with University / TAFE requirements. When students are completing a practical subject, students must bring their required safety or work clothes to the class and change once they have entered the school/venue. Students are not required to wear school uniform on SWL.

### STUDENTS ABSENCES

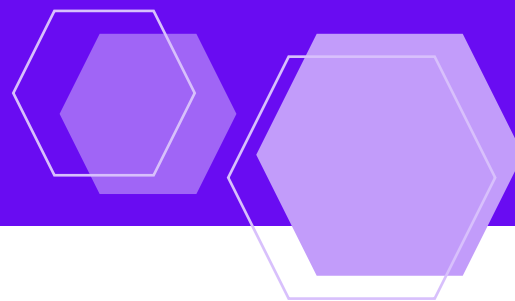
Students are permitted a maximum of 2 absences per semester or 4 for the year. An additional 2 approved absences will be allowed per year for school camps, excursions etc. Any more absences may result in the student not satisfactorily completing the units/modules. Students need to notify their VET Co-ordinators, trainers and/or the workplace in advance.

### STUDENT CHARGES FOR VET

Please be aware that there is a student charge for all VET programs. VET programs can be very expensive and so the cost of the program should be considered carefully before selecting a VET. Please see your VET Co-ordinator for charges for 2023. Please be aware that there is no REFUND if you do not withdraw from the VET program before the withdrawal Census date. Please see your VET Co-ordinator for details about withdrawing.

### MINIMUM CLASS SIZES AND CHANGES TO PROGRAMS

Please be aware that if numbers are insufficient to meet a minimum class size the VET program will be withdrawn. Please note the following arrangements and course outlines are subject to change. Courses delivered at different sites may include modules which vary from the sample course outline included in this booklet. Students will be notified of changes prior to course commencement.



## WHAT IS A STRUCTURED WORKPLACE LEARNING (SWL)?

### SUMMARY

Structured Workplace Learning (SWL) experiences help students relate theory to a real-world work environment while developing their skills. SWL is a valuable component of all VET qualifications, and where possible should be spread across the duration of the VET program. It provides context for:

- enhancement of skills development
- practical application of industry knowledge
- assessment of units of competency/modules, as determined by the Registered Training Organisation
- increased employment opportunities.

In all cases, SWL is strongly recommended. Several VCE VET programs have a mandated SWL component. The SWL requirements are expressed in hours and weeks and are expected to be carried out over the duration of VCE VET programs.

### SWL RECOGNITION

From 2023, SWL will also be available for students enrolled in the VCE VM or VPC. SWL recognition arrangements for these students are outlined in [SWL Recognition from 2023](#).

When you complete SWL, you can gain extra units towards your VCE, VCE VM or VPC by completing SWL Recognition. This process gets you to reflect on your SWL experiences in a Workplace Learning Record and discuss these with your school. This also applies if you are undertaking a school-based apprenticeship or traineeship.

- WLRs for VCE VET programs are available for download on the relevant [VCE VET programs](#) page or via the WLR list on this webpage.
- The SBAT WLR is available for download on the [Apprenticeships and Traineeships](#) page.
- The WLR (General) and further advice about general work placement will be available on the VCAA webpage in January 2023.

A SWL assessment record must be filled out and signed by the assessor or teacher. This can be found on the [SWL recognition assessment guidelines](#) page.

### SWL ARRANGEMENTS

All structured workplace learning arrangements must comply with [Ministerial Order 55 — Structured Workplace Learning Arrangements](#) and the accompanying arrangement forms must be used — refer to the [Resources](#) tab.

The Department has developed comprehensive guidance, on the [Guidance](#) tab, to support schools to comply with their obligations under Ministerial Order 55.

### SWL ARRANGEMENT FORM

This [Structured Workplace Learning Arrangement Form](#) must be completed and signed before the structured workplace learning commences. It must be signed by:

- the employer
- the student
- the parent/guardian of the student — if the student is under 18 years of age
- the Principal or Acting Principal — this authority cannot be delegated to an Assistant Principal or other member of staff.

The Principal must ensure a copy of the signed Arrangement Form is provided to each party. The Principal should retain the original copy.

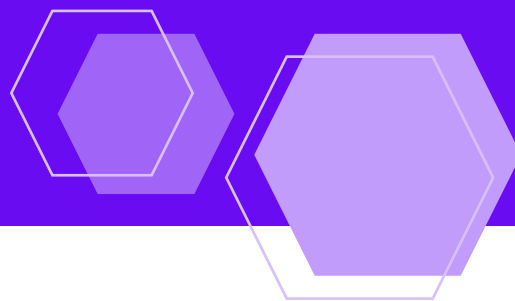
Variations or amendments to the Arrangement Form may only be made in writing and must be signed by the employer, student, parent/guardian (if the student is under 18 years of age) and the Principal.

### SWL TRAVEL AND ACCOMMODATION FORM

The [Structured Workplace Learning Travel and Accommodation Form](#) must be used:

- if it is proposed that the student may need to undertake vehicle travel with their employer and/or supervisor during the arrangement, including travel to-or-from the workplace
- if the student is required to stay in accommodation other than their normal place of residence while undertaking structured workplace learning.





The [Structured Workplace Learning Travel and Accommodation Form](#) must be signed by:

- for travel — both the employer and the parent/guardian — or the student if they are aged 18 years or over
- for accommodation — the parent/guardian — or the student if they are aged 18 years or over

## OCCUPATIONAL HEALTH AND SAFETY

Principals must be satisfied that a student is either undertaking or has completed occupational health and safety (OHS) training prior to commencing structured workplace learning as follows:

- where a student is undertaking structured workplace learning as part of a VET program within the VCE VM or VPC— the principal must be satisfied that the student
  - is undertaking, or
  - has completed the OHS training unit of competency within the VET program.
- where a student is undertaking structured workplace learning which is not part of a VET program, or structured workplace learning which is not related to their VET program within VCE VM or VPC — the principal must be satisfied that the student has completed an OHS program required by the Department as follows:
  - if the student is undertaking VCE Industry and Enterprise — they must complete [safe@work](#)
  - if the student is undertaking VCE VM or VPC— they must complete Work Related Skills Unit 1 and [safe@work](#).

## CHILD SAFE STANDARDS

To create and maintain a child safe organisation, all Victorian schools must comply with [Ministerial Order 870 — Child Safe Standards](#)

Child Safe Standard 6 requires schools to develop and implement risk management strategies to ensure students' safety in the school environment.

The school environment includes workplace learning environments where students undertake:

- work experience
- structured workplace learning
- school community work/volunteering,
- and School Based Apprenticeships and Traineeships

For more information, visit the [Department PROTECT page](#).

## CONTACTS

### For Government schools

Learning, Teaching and Pathways Division, Department of Education and Training,  
email: [career.education@education.vic.gov.au](mailto:career.education@education.vic.gov.au)

### For Catholic schools

Catholic Education Commission of Victoria,  
Jenny Wilson, ph: 03 9267 0253  
email: [jwilson@ceomelb.catholic.edu.au](mailto:jwilson@ceomelb.catholic.edu.au)

### For Independent schools

Independent Schools Victoria,  
Pam Hargreaves, ph: 03 9825 7246  
email: [Pam.Hargreaves@is.vic.cedu.au](mailto:Pam.Hargreaves@is.vic.cedu.au)

### Victorian Curriculum and Assessment Authority

For contact information for all areas of the VCAA  
[www.vcaa.vic.edu.au/Contact/Pages/Index.aspx](http://www.vcaa.vic.edu.au/Contact/Pages/Index.aspx)

## RELATED POLICIES

- [School Based Apprenticeships and Traineeships](#)
- [School Community Work](#)
- [Work Experience](#)

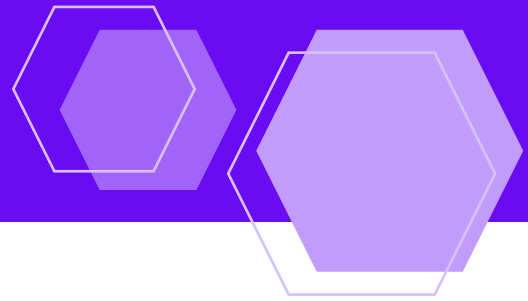
## RELEVANT LEGISLATION

- [Education and Training Reform Act 2006 \(Vic\)](#)

## RESOURCES

Forms for use in Structured Workplace Learning arrangements:

- [Structured Workplace Learning Arrangement Form \(PDF\)](#)
- [Additional Structured Workplace Learning Form \(COVID-19\) \(DOCX\)](#)
- [Structured Workplace Learning Travel and Accommodation Form \(PDF\)](#) (to be used where relevant)
- [Structured Workplace Learning Exemption Form \(DOCX\)](#) (to be used where relevant)



## SWL STATEWIDE PORTAL

**SCHOOL EMPLOYER ENGAGEMENT** **SWL** Structured Workplace Learning

HOME SEARCH GUIDES VIDEOS LLENS CONTACT US

### SWL Statewide Portal

The Portal helps school students find work placements and promotes opportunities for them to learn more about the world of work.

[Start Search Now](#)

Find current work placements and opportunities offered by employers across Victoria

There are many ways that secondary school students can connect to the world of work. Click on Start Search Now or learn more using the links below.

**2,511** Positions Available

**18,653** Positions Used

[Start Search Now](#)

The Department has established the SWL Statewide Portal — a website which provides students and teachers with a single, easy to navigate, information and referral point for structured workplace learning opportunities offered by a diverse range of employers.

Searching on the portal can be done by:

- location
- Industry, or
- VET certificate

WynBay LLEN helps school students undertaking VET as part of their VCE VM or VPC studies, including School-based Apprenticeships and Traineeships (SBATs), to access Structured Workplace Learning (SWL) placements in industry and business. We have contacts with employers in automotive, building and construction, electro-technology and other sectors.

If you are a student or teacher looking for structured workplace learning opportunities, visit the [SWL Statewide Portal](http://www.workplacements.education.vic.gov.au/):

<http://www.workplacements.education.vic.gov.au/>





# 2023 VETDSS PROGRAMS

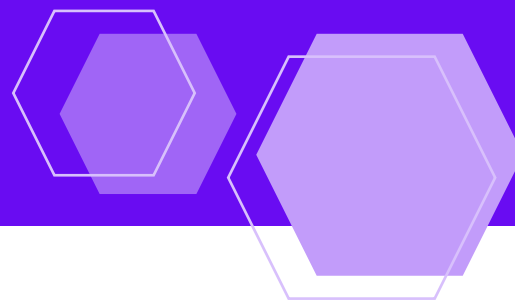
\*Commencement of program will be dependent on adequate student numbers for enrolment and funding.

\*Programs and units of competency are subject to change prior to commencement.

## FEES AND APPLICATION:

Contact the HOME SCHOOL  
VET COORDINATOR





## COURSE CODE: HLT33015

# CERTIFICATE III IN ALLIED HEALTH ASSISTANCE (PARTIAL COMPLETION)

### Program Description

Certificate III in Allied Health Assistance provides students with the knowledge and skills that will enhance their employment prospects in the Health industry. These qualifications cover workers who provide assistance to allied health professionals and other health professionals with the care of clients.

### Pathways / Career Opportunities

Upon successful completion of the Certificate III in Allied Health Assistance you will be prepared for further training to establish your career in a range of health fields. This course has pathways, and possible credit into further study in allied health, remedial massage and nursing.

### Contribution to VCE / VCE VM & VPC


These credits must be confirmed with the VET Coordinator at your school.

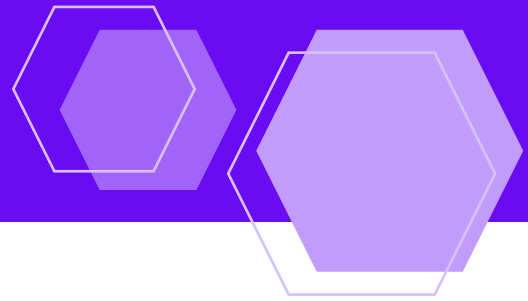
### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

### Program Requirements

This course requires you to obtain a Working With Children Check. If you already have this check it is a great benefit! You MUST email [vetinschools@gordontafe.edu.au](mailto:vetinschools@gordontafe.edu.au) a copy of the check.

COURSE CODE	HLT33015
CERTIFICATE NAME	Certificate III in Allied Health Assistance (Partial Completion)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Mandatory</b> Work placement of at least 10 days spread over two years is mandatory for assessments within this program. Work placement may occur during the term holidays
SWL LOGBOOK	 <a href="#">HLT33015 Certificate III in Allied Health Assistance workplace learning record booklet</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Health - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday AM: 9:30am – 12:30pm PM: 1:30pm – 4:30pm
HOST SCHOOL - LOCATION	THE GORDON TAFE 24 Watton Street, Werribee
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday AM: 9:30am – 12:30pm PM: 1:30pm – 4:30pm
HOST SCHOOL - LOCATION	THE GORDON TAFE 24 Watton Street, Werribee



## UNITS OF COMPETENCY

### YEAR 1

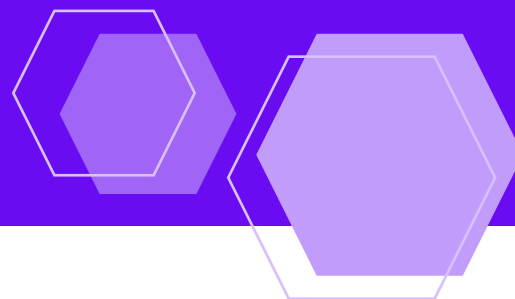
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
HLTWH001	Participate in workplace health and safety	20	N
CHCCOM005	Communicate and work effectively in health or community services	30	N
BSBWOR301	Organise work priorities and development	30	N
HLTINF001	Comply with infection prevention and control policies and procedures	25	N
CHCCCS002	Assist with movement	25	N
CHCCCS010	Maintain high standard of service	30	N
CHCCCS020	Respond effectively to behaviours of concern	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBMED301	Interpret and apply medical terminology appropriately	60	Y
HLTAAP001	Recognise healthy body systems	70	Y
HLTHPS001	Take clinical measurements	50	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: ACM20121

### CERTIFICATE II IN ANIMAL STUDIES

#### Program Description:

This program provides training and skill development for the achievement of competencies in areas such as occupational health and safety, animal care, veterinary clinic duties, handling of animals and communication skills.

#### Pathways / Career Opportunities:

Successful completion of this program will provide participants with access to a range of entry-level employment opportunities in veterinary clinics, animal shelters, pet shops, companion animal services, or animal training services. This course is also the preferred prerequisite to continue study in ACM30110 Certificate III in Animal Studies.

Major areas of study include:

- Working in the animal care industry
- Assisting with general care of animals
- First aid for animals.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

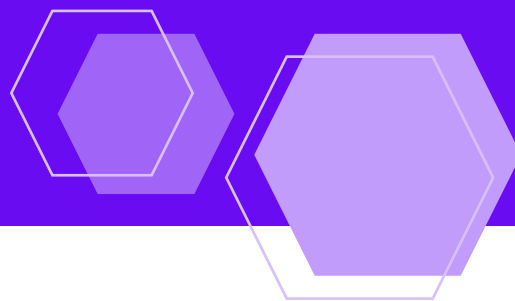
**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

#### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

COURSE CODE	ACM20121
CERTIFICATE NAME	Certificate II In Animal Studies
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Animal Studies - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	MANOR LAKES P-12 COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	MANOR LAKES P-12 COLLEGE





## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
ACMWH201	Participate in workplace health and safety processes	40	N
ACMG203	Feed and water animals	40	N
ACMG204	Assist in health care of animals	40	N
ACMG310	Provide reception services for an animal care facility	30	N
ACMSPE317	Provide general care of domestic cats	40	N
ACMSUS201	Participate in environmentally sustainable work practices	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
ACMGAS205	Assist in the health care of animals	40	N
ACMGAS206	Provide basic first aid for animals	30	N
ACMGAS203	Complete animal care hygiene routines	30	N
ACMGAS209	Provide information on companion animals, products and services	40	N
ACMSUS201	Participate in environmentally sustainable work practices	20	N
ACMSPE310	Provide basic care of mammals	40	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: MST20616

# CERTIFICATE II IN APPLIED FASHION DESIGN & TECHNOLOGY

### Program Description:

Certificate II in Applied Fashion Design and Technology provides an introductory overview of skills that can be applied in the fashion industry. It includes various skills in designing, production of garments, millinery, and the development of unique fashion and textile designs. Students must complete 13 units of competency to gain MST20616 Certificate II in Applied Fashion Design and Technology.

### Pathways / Career Opportunities:

The VCE VET Applied Fashion Design and Technology [program opens up many different Training and employment pathways. VCAA recommends study at the lower levels to develop industry foundation skills before moving to higher qualifications.

Careers pathways may include employment into the roles such as


- production assistant
- clothing technician
- merchandising assistant.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

\*VCAA

**Certain units of competency will complement each other, lending to coordinated delivery that minimizes content overlap. \*VCAA**

COURSE CODE	MST20616
CERTIFICATE NAME	Certificate II in Applied Fashion Design & Technology
ENROLMENT TYPE	VE1
RTO CODE	21230
RTO NAME	Ripponlea
ATAR	Not scored assessment 10% of the lowest study score of the primary four
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hours (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	 <a href="#">MST20616 Certificate II in Applied Fashion Design and Technology workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Applied Fashion Design and Technology - GET VET (VCAA)</a>

### LOCATION AND TIMES

#### YEAR 1

VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:30pm- 5:00pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE

#### YEAR 2

VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:30pm- 5:00pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MSMENV272	Participate in environmentally work practices	30	N
MSMWHS200	Work Safely	30	N
MSS402051	Apply Quality Standards	30	N
MSTCL2010	Modify Pattern to create basic styles	50	N
MSTCL1001	Produce a simple garment	40	N
MSTGN2013	Identify fibres, fabrics and textiles used in the TCF Industry	80	N
MSTTX1001	Produce a simple textile or fabric	40	N
MSTFD2006	Use a sewing machine for fashion Design	80	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MSTCL2010	Modify patterns to create basic Styles	50	N
MSTCL1001	Produce a simple garment	40	N
MSTML1001	Make a simple headpiece	40	N
MSTCL3007	Embellish garment by hand or machine	40	N
MSTTX1001	Produce a simple textile fabric or product	40	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.



## COURSE CODE: AUR20720

# CERTIFICATE II IN AUTOMOTIVE VOCATIONAL PREPARATION (MECHANICS)

### Program Description:

This program provides training and skill development required to perform minor maintenance and repair of an automotive vehicle body. The range of technical skills and knowledge is limited. This qualification reflects the role of individuals who perform a limited range of tasks relating to identifying and inspecting mechanical and electrical components and systems of light vehicles, heavy vehicles, outdoor power equipment, bicycles, marine craft and motorcycles.

### Pathways / Career Opportunities:

This program will prepare students with a solid foundation of practical skills required to successfully gain an apprenticeship in the automotive industry within the automotive repair, service and retail sectors. School-based new apprenticeships may also be available in addition to entry-level employment. The qualification offers a number of pre-vocational outcomes that provide credit into apprenticeship qualifications.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

COURSE CODE	AUR20720
CERTIFICATE NAME	Certificate II in Automotive Vocational Preparation (Mechanics)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of four weeks work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Automotive - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday AM: 8:30am-12:30pm PM: 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	THE GRANGE P-12 COLLEGE Trade Training Centre
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	THE GRANGE P-12 COLLEGE Trade Training Centre





## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AURASA102	Follow safe working practices in an automotive workplace	20	N
AURTTK102	Use and maintain tools and equipment in an automotive workplace	20	N
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	25	N
AURLTA101	Identify automotive mechanical systems and components	25	N
AURETR103	Identify automotive electrical systems and components	25	N
AURETR115	Inspect, test and service batteries	10	N
AURTTE007	Dismantle and assemble single cylinder four-stroke petrol engines	40	N
AURLTJ113	Remove, inspect and refit light vehicle wheel and tyre assemblies	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AURAF103	Communicate effectively in an automotive workplace	20	N
AURAF104	Resolve routine problems in an automotive workplace	20	N
AURTT004	Remove and replace radiators	20	N
AURTTD006	Remove and replace vehicle front suspension springs	25	N
AURTTB007	Remove and replace brake assemblies	20	N
AURETK003	Operate electrical test equipment	40	N
AURTTA127	Carry out basic vehicle servicing operations	40	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: AUR20720

# CERTIFICATE II IN AUTOMOTIVE VOCATIONAL PREPARATION (MECHANICS) “SUPPORTED PROGRAM”

### Program Description:

This program provides training and skill development required to perform minor maintenance and repair of an automotive vehicle body. The range of technical skills and knowledge is limited. This qualification reflects the role of individuals who perform a limited range of tasks relating to identifying and inspecting mechanical and electrical components and systems of light vehicles, heavy vehicles, outdoor power equipment, bicycles, marine craft and motorcycles.

### Pathways / Career Opportunities:

This program will prepare students with a solid foundation of practical skills required to successfully gain an apprenticeship in the automotive industry within the automotive repair, service and retail sectors. School-based new apprenticeships may also be available in addition to entry-level employment. The qualification offers a number of pre-vocational outcomes that provide credit into apprenticeship qualifications.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

COURSE CODE	AUR20720
CERTIFICATE NAME	Certificate II in Automotive Vocational Preparation (Mechanics) “Supported Program”
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of four weeks work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Automotive - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Friday 8:30am – 12:30pm
HOST SCHOOL - LOCATION	THE GRANGE P-12 COLLEGE Trade Training Centre
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Thursday 8:30am – 12:30pm
HOST SCHOOL - LOCATION	THE GRANGE P-12 COLLEGE Trade Training Centre



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AURASA102	Follow safe working practices in an automotive workplace	20	N
AURTTK102	Use and maintain tools and equipment in an automotive workplace	20	N
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	25	N
AURLTA101	Identify automotive mechanical systems and components	25	N
AURETR103	Identify automotive electrical systems and components	25	N
AURETR115	Inspect, test and service batteries	10	N
AURTTE007	Dismantle and assemble single cylinder four-stroke petrol engines	40	N
AURLTJ113	Remove, inspect and refit light vehicle wheel and tyre assemblies	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AURFA103	Communicate effectively in an automotive workplace	20	N
AURFA104	Resolve routine problems in an automotive workplace	20	N
AURTC004	Remove and replace radiators	20	N
AURTTD006	Remove and replace vehicle front suspension springs	25	N
AURTTB007	Remove and replace brake assemblies	20	N
AURETK003	Operate electrical test equipment	40	N
AURTTA127	Carry out basic vehicle servicing operations	40	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





**COURSE CODE: AUR20720**

## **CERTIFICATE I IN BAKERY “SUPPORTED PROGRAM” NEW FOR 2023**

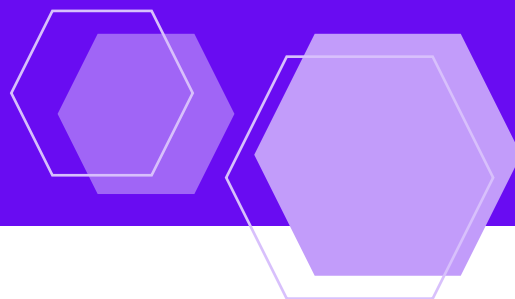
**Program Description:**

**Pathways / Career Opportunities:**

**Contribution to VCE / VCE VM & VPC**  
NA

COURSE CODE	
CERTIFICATE NAME	Certificate I in Bakery
ENROLMENT TYPE	VE3
RTO CODE	
RTO NAME	
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>NA</b>
SWL LOGBOOK	N/A
VET CAREER VIDEO	N/A
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Friday 8:30am – 12:30pm
HOST SCHOOL - LOCATION	Geelong / Warringa Park School
<b>YEAR 2</b>	
VCE UNITS	
DAY & TIME	
HOST SCHOOL - LOCATION	





## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
			N
			N
			N
			N
			N
			N
			N
			N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
			N
			N
			N
			N
			N
			N
			N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.



## COURSE CODE: 22338VIC

# CERTIFICATE II IN BUILDING & CONSTRUCTION PRE-APPRENTICESHIP (BRICKLAYING)

### Program Description:

This course will equip you with comprehensive skills and knowledge to enter the bricklaying or building trades. The course is designed to enhance your bricklaying and/or associated building trades prospects and gives you an introduction to the industry specific trade skills such as hand and power tools and also the requirements of occupational health and safety procedures within the industry.


### Pathways / Career Opportunities:

The immediate pathway and career opportunity is into a full-time apprenticeship in bricklaying.

Other career paths within the construction industry include building site maintenance, foremanship, building administration, estimation, building inspection, drafting (architectural) and electronic. Tertiary pathways/degrees qualifications include building, building engineering, building surveying, architecture, civil/electrical/electronics, interior design and mechanical engineering.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	22338VIC
CERTIFICATE NAME	Certificate II in Building and Construction Pre-Apprenticeship (Bricklaying)
ENROLMENT TYPE	VE1
RTO CODE	3113
RTO NAME	Victoria University
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">22338VIC Certificate II in Building and Construction workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Building &amp; Construction - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday - <a href="#">Full day delivery</a> <b>Hours TBC</b>
HOST SCHOOL - LOCATION	VICTORIA UNIVERSITY POLYTECHNIC WERRIBEE CAMPUS
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 8:30am – 12:30pm
HOST SCHOOL - LOCATION	<b>Location TBC</b>



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCOHS2001A	Apply OHS requirements policies and procedures in the construction industry	20	N
CPCCWHS1001	Prepare to work safely in the construction industry	6	N
VU22017	Identify and handle bricklaying tools and equipment	76	N
VU22018	Apply basic bricklaying techniques	126	N
VU22016	Erect and safely use working platforms	24	N
VU22014	Prepare for work in the building and construction industry	16	N
CPCCCM2006	Apply basic levelling procedures	8	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCCM1014A	Conduct workplace communications	20	N
CPCCCM1012A	Work effectively and sustainably in the construction industry	20	N
VU22015	Interpret and apply basic plans and drawings	25	N
CPCCCM1015A	Carry out measurements and calculations	20	N
VU22019	Apply brick veneer construction techniques	80	N
VU22020	Apply cavity brick construction techniques	80	N
VU22021	Apply masonry blockwork techniques	50	N
HLTAID002	Provide basic emergency life support	12	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: 22338VIC

# CERTIFICATE II IN BUILDING & CONSTRUCTION PRE-APPRENTICESHIP (CARPENTRY)

### Program Description:

This course will equip you with comprehensive skills and knowledge to enter the carpentry or building trades. The course is designed to enhance your carpentry and/or associated building trades prospects and gives you an introduction to the industry specific trade skills such as hand and power tools and also the requirements of occupational health and safety procedures within the industry.

### Pathways / Career Opportunities:

The immediate pathway and career opportunity is into a full-time apprenticeship in carpentry. You may receive training credits which reduces the off-the-job training requirement. Other career paths within the construction industry include building site maintenance, foremanship, building administration, estimation, building inspection, drafting (architectural) and electronic.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.


**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

**Program Requirements:** This course includes the delivery of First Aid & Construction Induction (White Card). If you already have completed these units previously it is a great benefit! You MUST email [vetinschools@gordontafe.edu.au](mailto:vetinschools@gordontafe.edu.au) your USI Transcript or Statement of Attainment prior to starting the course.

### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

**\*Full day delivery** - This option will allow the students to complete the course at the end of term 3 and they will not be required to attend holiday training

COURSE CODE	<b>22338VIC</b>
CERTIFICATE NAME	Certificate II in Building & Construction (Carpentry)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">22338VIC Certificate II in Building and Construction workplace learning record booklet</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Building &amp; Construction - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	<b>Wednesday</b> <b>AM:</b> 8:30am – 12:30pm <b>PM:</b> 1:00pm – 5:00pm <b>Thursday</b> <b>PM:</b> 1:00pm – 5:00pm <b>Friday - Full day delivery</b> 9:00am -3:00pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE Trade Training Centre
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	<b>Wednesday</b> <b>AM:</b> 8:30am – 12:30pm <b>PM:</b> 1:00pm – 5:00pm <b>Thursday</b> <b>AM:</b> 8:30am – 12:30pm <b>Friday - Full day delivery</b> 8:30am – 12:30pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE Trade Training Centre



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCOHS2001A	Apply OHS requirements policies and procedures in the construction industry	20	N
CPCCWHS1001	Prepare to work safely in the construction industry	6	N
VU22022	Identify and handle carpentry tools and equipment	100	N
VU22015	Interpret and apply basic plans and drawings	25	N
CPCCCM1014A	Conduct workplace communications	20	N
VU22016	Erect and safely use working platforms	24	N
CPCCCM2006	Apply basic levelling procedures	8	N
VU22014	Prepare for work in the building industry	16	N
VU22023	Perform basic setting out	24	N
VU22031	Construct basic formwork for concrete	40	N

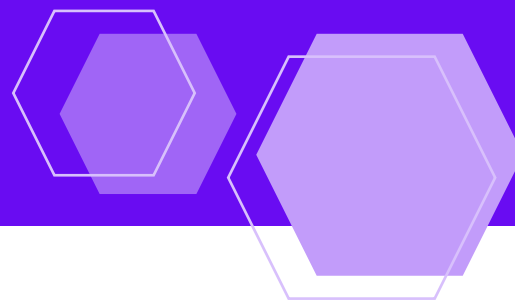
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
VU22024	Construct basic sub-floor	48	N
VU22025	Construct basic wall frames	48	N
VU22028	Install basic window and door frames	24	N
CPCCCM1015A	Carry out measurements and calculations	20	N
VU22027	Install basic external cladding	24	N
CPCCCM1012A	Work effectively and sustainably in the construction industry	20	N
VU22029	Install interior fixings	40	N
HLTAID002	Provide basic emergency life support	12	N
VU22026	Construct a basic roof frame	40	N
VU22030	Carry out basic demolition of timber structures	20	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: BSB20120 / BSB30120

# CERTIFICATE III IN BUSINESS PARTIAL COMPLETION (CERTIFICATE II IN WORKPLACE SKILLS)

### Program Description:

This course will allow students to complete Certificate II in Workplace Skills in Year 1 with a partial completion of Certificate III Business in Year 2.

The Certificate II in Workplace Skills program prepares students for entry-level positions across a diverse range of business services settings and can help to open the door to a vast array of non-technical employment opportunities. It can also lead to further study in either technical or non-technical vocations and aims to develop the most common and transferable skills and knowledge required of almost any workplace.

The Certificate III in Business qualification reflects the varied roles of individuals across different industry sectors who apply a broad range of competencies using some discretion, judgement and relevant theoretical knowledge. Students will develop and build teamwork, interpersonal skills and organisational capabilities which can be used to further strengthen their employability skills postsecondary schooling. The importance of digital literacy in the workforce will be addressed, and students will gain a deeper understanding of its importance to their work lives.

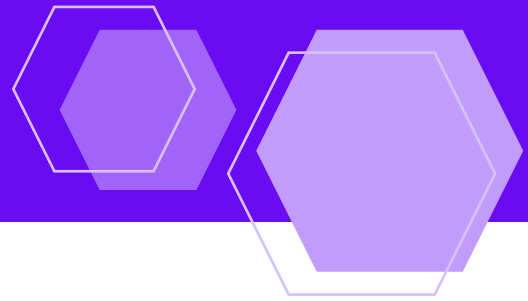
### Pathways / Career Opportunities:

Completion of the Certificate III in Business provides a pathway into training and employment in business and related industries. Potential occupations may include personal assistant, medical secretary, legal clerk or information desk manager. Further study through higher education pathways could lead to employment opportunities in commerce, management or marketing.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	Year 1: Cert II BSB20120 Year 2: Cert III BSB30120
CERTIFICATE NAME	Year 1: Certificate II in Workplace Skills Year 2: Certificate III in Business Partial Completion
ENROLMENT TYPE	VE1
RTO CODE	40548
RTO NAME	IVET Institute
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Business-GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	HOPPERS CROSSING SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	HOPPERS CROSSING SECONDARY COLLEGE



## UNITS OF COMPETENCY

### YEAR 1 - BSB20120 CERTIFICATE II IN WORKPLACE SKILLS

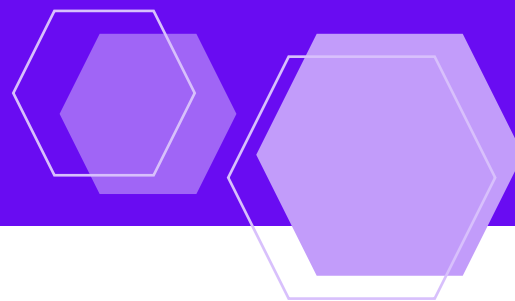
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBCMM211	Apply communication skills	40	N
BSBOPS201	Work effectively in business environments	30	N
BSBPEF202	Plan and apply time management	20	N
BSBSUS211	Participate in sustainable work practices	20	N
BSBWHS211	Contribute to the health and safety of self and other	20	N
BSBCRT201	Develop and apply thinking and problem solving skills	30	N
BSBTEC201	Use business software applications	60	N
BSBTEC202	Use digital technologies to communicate in a work environment	20	N
BSBTEC203	Research using the internet	30	N
BSBPEF101	Plan and prepare for work readiness	20	N

### YEAR 2 - BSB30120 CERTIFICATE III IN BUSINESS (PARTIAL COMPLETION)

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBPEF301	Organise personal work priorities	30	Y
BSBINS302	Organise workplace information	30	Y
BSBTEC301	Design and produce business documents	80	Y
BSBXCM301	Engage in workplace communication	40	Y
BSBOPS304	Deliver and monitor a service to customers	35	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: CHC22015 / CHC32015

### CERTIFICATE III IN COMMUNITY SERVICES (PARTIAL COMPLETION)

#### Program Description:


VCE VET Community Services program offers students the opportunity to learn about the community services sector and explore specific contexts of work. They will develop skills in communication, information provision and processing, administration support, networking and group support.

#### Pathways / Career Opportunities:

Certificate II in Community Services can provide pathways into work or further study in community services, in areas such as child care, aged care, home and community care, alcohol and other drugs work, disability work, social housing or mental health work. With additional training and experience, future employment opportunities may include a community health worker, counsellor, school support worker, case manager. Pathways are also available from this qualification into the Health Training Package in areas such as allied health assistance and nursing. Further study can also be undertaken in the higher education sector in areas such as social work and education.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	Year 1: CHC22015 (Cert II) Year 2: CHC32015 (Cert III)
CERTIFICATE NAME	Year 1: Certificate II in Community Services Year 2: Certificate III (partial completion)
ENROLMENT TYPE	VE1
RTO CODE	40548
RTO NAME	IVET Institute
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 120 hrs (3 weeks) of structured workplace learning over the duration of the VCE VET program. <a href="#">Compulsory work placement of 25 hours.</a>
SWL LOGBOOK	 <a href="#">CHC32015 Certificate III in Community Services workplace learning record booklet (docx - 464.3kb)</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Community Services- Werribee SC</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE



## UNITS OF COMPETENCY

### YEAR 1 - CHC22015 CERTIFICATE II IN COMMUNITY SERVICES

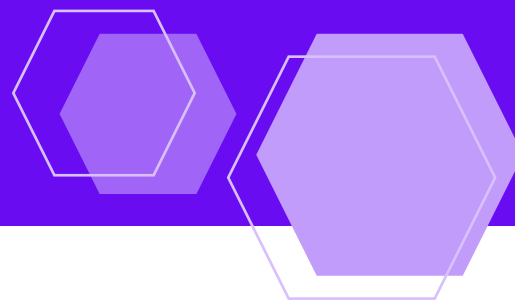
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CHCCOM005	Communicate and work in health or community services	30	N
BSBWOR202	Organise and complete daily work activities	20	N
HLTWHS001	Participate in workplace health and safety	20	N
HLTAID011	Provide First Aid	18	N
CHCCOM001	Provide first point of contact	35	N
CHCDIV001	Work with diverse people	40	N
BSBWOR201	Manage personal stress in the workplace	40	N
FSKOCM07	Interact effectively with others at work	10	N
FSKLRG09	Use strategies to respond to routine workplace problems	15	N

### YEAR 2 - CHC32015 PARTIAL COMPLETION OF CERT III

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CHCCCS016	Respond to client needs	60	Y
CHCCDE003	Work within a community development framework	65	Y
CHCCDE004	Implement participation and engagement strategies	85	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: CUA20120 / CUA30120

### CERTIFICATE III IN DANCE (PARTIAL COMPLETION)

#### Program Description:

Certificate II in Dance aims to provide students with the technical and performance skills to begin the process of establishing a career in the entertainment industry. Students will learn the necessary knowledge and skills to enable them to participate in a variety of dance routines. Units 1 and 2 of the programs include developing basic levels of physical condition for dance performance and basic dance techniques, sourcing information on the history and theory of dance and applying it to an area of work. Units 3 and 4 offers scored assessment and incorporates units such as sourcing and applying entertainment industry knowledge, preparing for a dance performance, refining basic dance techniques and applying basic dance techniques for performances.

#### Pathways / Career Opportunities:

Completion of Certificate II in Dance will assist students in entering the dance industry. With additional training and experience, future employment opportunities may include dancer, performer, choreographer.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	Year 1: CUA20120 Cert II Year 2: CUA30120 Cert III
CERTIFICATE NAME	Certificate II in DANCE (with selected units of competency from the CUA30120 CERT III)
ENROLMENT TYPE	VE1
RTO CODE	20949
RTO NAME	AUSDANCE
ATAR	Scored assessment.
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Dance - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	HOPPERS CROSSING SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12:30pm – 4:30pm
HOST SCHOOL - LOCATION	HOPPERS CROSSING SECONDARY COLLEGE





## UNITS OF COMPETENCY

### YEAR 1 - CUA20120 CERTIFICATE II IN DANCE

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUADAN213	Perform basic jazz dance techniques	80	N
CUADAN215	Perform basic contemporary dance techniques	45	N
CUADAN216	Perform basic ballet techniques	25	N
CUADAN217	Perform basic tap techniques	45	N
CUADAN218	Perform basic street dance techniques	45	N
CUADAN219	Perform basic cultural dance techniques	45	N
CUADAN220	Perform basic lyrical dance techniques	60	N

### YEAR 2 - CUA30120 PARTIAL COMPLETION OF CERT III

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUADAN315	Increase depth of jazz dance techniques	50	Y
CUADAN316	Increase depth of ballet dance techniques	70	Y
CUADAN317	Increase depth of cultural dance techniques	45	Y
CUADAN318	Increase depth of contemporary dance techniques	45	Y
CUADAN319	Increase depth of street dance techniques	45	Y
CUADAN321	Increase depth of tap dance techniques	45	Y
CUADAN322	Increase depth of lyrical dance techniques	60	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.

**ausDANCE**  
**VIC**



## COURSE CODE: CHC30121

# CERTIFICATE III IN EARLY CHILDHOOD EDUCATION & CARE

### Program Description:

The Certificate III in Early Childhood Education & Care prepares students to be competent in a range of skills, knowledge and attributes identified by the Children's Services sector. The program has specialist early childhood units to enable graduates to work in registered early learning facilities when the qualification is completed.

Wyndham CEC's delivery model enables all students to achieve the full qualification after two years if they complete all the required work and fulfil the mandatory placement of 160 hours.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	CHC30121
CERTIFICATE NAME	Certificate III in Early Childhood Education and Care
ENROLMENT TYPE	VE1
RTO CODE	4179
RTO NAME	Wyndham Community & Education Centre
ATAR	Not scored assessment.
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Mandatory</b> 160 hours (over two years) of work placement is required to fulfil the assessment requirements of the full qualification.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Community Services - GET VET (VCAA)</a>

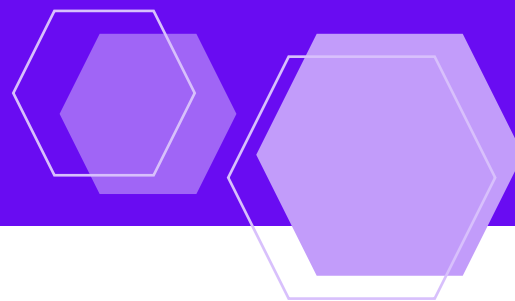
### LOCATION AND TIMES

#### YEAR 1

VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday AM: 8:30am – 12:00pm PM: 1:00pm – 4:30pm
HOST SCHOOL - LOCATION	Wyndham CEC, delivered at Wayaperri House, 106 Duncans Road, Werribee 3030

#### YEAR 2

VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday AM: 8.30am - 12.00pm PM: 1.00pm - 4.30pm
HOST SCHOOL - LOCATION	Wyndham CEC, delivered at Wayaperri House, 106 Duncans Road, Werribee 3030



## UNITS OF COMPETENCY

### YEAR 1

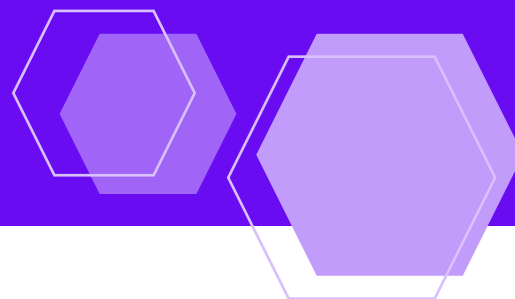
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CHCECE056	Work effectively in children's education and care	65	N
CHCECE034	Use an approved learning framework to guide practice	80	N
CHCECE031	Support children's health, safety and wellbeing	160	N
HLTWHS001	Participate in workplace health and safety	20	N
CHCECE055	Meet legal and ethical obligations in children's education and care	60	N
CHCPRP003	Reflect on and improve own professional practice	120	N
CHCPRT001	Identify and respond to children and young people at risk	40	N
BSBSUS411	Implement and monitor environmentally sustainable work practices	40	N
CHCECE037	Support children to connect with the natural environment	50	N
HLTAID012	Provide First Aid in an education and care setting	22	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CHCECE010	Support the holistic development of children in early childhood	70	N
CHCECE011	Provide experiences to support children's play and learning	40	N
CHCECE013	Use information about children to inform practice	40	N
CHCECE012	Support children to connect with their world	40	N
CHCECE003	Provide care for children	70	N
CHCECE004	Promote and provide healthy food and drinks	35	N
CHCECE005	Provide care for babies and toddlers	60	N
CHCECE007	Develop positive and respectful relationships with children	70	N
CHCECE006	Support behaviour of children and young people	30	N
HLTAID004	Provide an emergency first aid response in an education and care setting	20	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: 22499VIC

# CERTIFICATE II IN ELECTROTECHNOLOGY (PRE-VOCATIONAL)

### Program Description:

The Certificate II in Electrotechnology aims to provide students with the knowledge and skills to achieve units of competence that will enhance their employment prospects in the electrical industry. It also provides students with increased opportunities of gaining an electrical apprenticeship. The program also provides experiences across a number of electrical trades including electrical, electronics, refrigeration and mechanical engineering.

### Pathways / Career Opportunities:

The program will prepare students for entry-level employment in the electrical industry and enhance their opportunity of gaining an electrical apprenticeship. The Certificate II qualification has a clear relationship with further training in the electrical/electronic industry. It is anticipated that students progressing to an apprenticeship may receive credits towards their off-the-job training in the apprenticeship.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.


**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

### Holiday Training (may be subject to change)

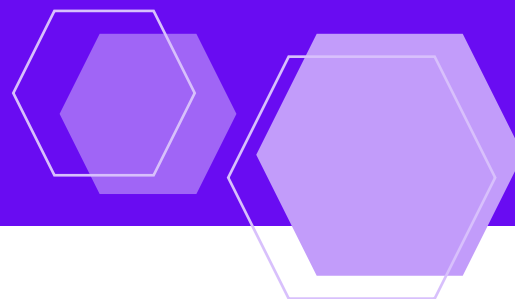
Holiday Training may be expected for this course and will be confirmed at a later date.

### Program Requirements

This course includes the delivery of First Aid & Construction Induction (White Card). If you already have complete these units previously it is a great benefit! You MUST email [vetinschools@gordontafe.edu.au](mailto:vetinschools@gordontafe.edu.au) your USI Transcript or Statement of Attainment prior to starting the course.

COURSE CODE	22499VIC
CERTIFICATE NAME	Certificate II in Electrotechnology (Pre-vocational)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">22499VIC Certificate II in Electrotechnology Studies (Pre-vocational) workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Electrical Industry - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday AM: 8:30am – 12:30pm PM: 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WYNDHAM CENTRAL COLLEGE Trade Training Centre
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday AM: 8:30am – 12:30pm PM: 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WYNDHAM CENTRAL COLLEGE Trade Training Centre

*Note: There may be a need for the Electro students to attend an extra week at the end of the year due to course workload.*



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCWHS1001	Prepare to work safely in the construction industry	6	N
HLTAID003	Provide first aid	18	N
UEENEEE101A	Apply OH&S regulations, codes and practices in the workplace	20	N
UEENEEE102A	Fabricate, assemble and dismantle utilities industry components	40	N
UEENEEE105A	Fix and secure electrotechnology equipment	20	N
vu22333	Perform intermediate engineering computations	40	N
UEENEEP024A	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	20	N
UEENEEP026A	Conduct in-service safety testing of electrical cord connected equipment and cord assemblies	20	N

### YEAR 2

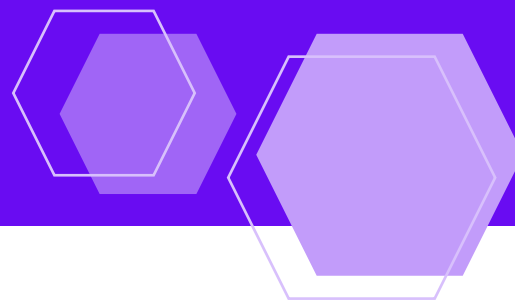
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
UEENEEE103A	Solve problems in ELV single path circuits	40	N
VU22671	Use test equipment in the electrotechnology industry	20	N
VU21544	Install a sustainable extra low voltage energy power system	30	N
VU22673	Carry out basic network cabling for extra low voltage (ELV) equipment and devices	30	N
VU22672	Carry out basic electro technology project	40	N
UEENEEJ104A	Establish the basic operating conditions of air conditioning systems	20	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.

Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: 22499VIC

# CERTIFICATE II IN ELECTROTECHNOLOGY (PRE-VOCATIONAL) [VICTORIA UNIVERSITY]

### Program Description:

This course with Victoria University Polytechnic can help you get your foot in the door. It will give you the industry skills and knowledge to gain access to a wide range of apprenticeships offered in the electrotechnology industry. You'll develop technical skills and knowledge that will ensure you are ready for work in the electrical trade, including:

- basic electrical theory and workshop practices
- basic network cabling for extra low voltage (ELV) equipment and devices
- use of test instruments in the electrotechnology industry
- wiring and installation
- provision of basic sustainable energy solutions in domestic premises
- fabrication, assembling and dismantling utilities industry components
- working with electrotechnology equipment and use of test instruments
- workplace safety and first aid.

You will graduate with a nationally recognised qualification as well as credits for further training as an apprentice, or trainee in the electrotechnology industry in areas such as: electrical, renewable energy, air conditioning/refrigeration Instrumentation.

### Pathways / Career Opportunities:


When you graduate, you could find employment in roles such as:

- apprentice electrician
- apprentice electrical fitter
- apprentice air conditioning and refrigeration mechanic
- renewable energy systems installer
- electrical engineering technician
- data and security installations.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

**Equipment:** overalls or workpants with rule pocket, safety boots, PPE – earplugs, safety glasses, calculator / A4 ring binder / ballpoint pen and notebook.

COURSE CODE	22499VIC
CERTIFICATE NAME	Certificate II in Electrotechnology Studies (Pre-vocational)
ENROLMENT TYPE	VE1
RTO CODE	3113
RTO NAME	Victoria University
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	Strongly recommended The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	 <a href="#">22499VIC Certificate II in Electrotechnology Studies (Pre-vocational) workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Electrical Industry - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday - <a href="#">Full day delivery</a> 9:00am - 3:30pm
HOST SCHOOL - LOCATION	VICTORIA UNIVERSITY POLYTECHNIC WERRIBEE CAMPUS, BUILDING 1, 235 HOPPERS LANE, WERRIBEE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday - <b>TBC</b> 9:00am - 3:30pm
HOST SCHOOL - LOCATION	VICTORIA UNIVERSITY POLYTECHNIC WERRIBEE CAMPUS, BUILDING 1, 235 HOPPERS LANE, WERRIBEE



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCOHS1001A	Work safely in the construction industry	6	N
HLTAID003	Provide first aid	18	N
UEENEEE101A	Apply occupational health and safety regulations, codes and practices in the workplace	20	N
UEENEEE102A*	Fabricate, assemble and dismantle utilities industry components	40	N
UEENEEE103A*	Solve problems in ELV single path circuits	40	N
UEENEEE105A*	Fix and secure electrotechnology equipment	20	N
VU22333	Perform intermediate engineering computations	40	N
VU21544	Install a sustainable extra low voltage energy power system	30	N

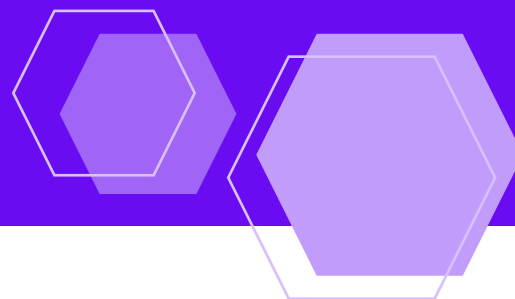
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
UEENEEJ104A*	Establish the basic operating conditions of air conditioning systems	20	N
VU22670	Provide an overview of the electrotechnology industry	30	N
VU22671	Use test instruments in the electrotechnology industry	20	N
VU22672	Carry out basic electrotechnology project	40	N
VU22673	Carry out basic network cabling for extra low voltage (ELV) equipment and devices	30	N
UEENEEJ102A*	Prepare and connect refrigeration tubing and fittings	40	N
VU22669	Perform energy sector installations of extra low voltage (ELV) single path circuits	40	N

An asterisk (\*) against a unit code indicates that there is a prerequisite requirement that must be met. Prerequisite unit(s) must be assessed before assessment of any unit of competency with an asterisk.

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: 22470VIC

### CERTIFICATE II IN ENGINEERING STUDIES

#### Program Description:

This program provides students with the knowledge and skills to achieve competence that will enhance their employment prospects in the engineering or engineering related industries


#### Pathways / Career Opportunities:

The Certificate II program provides pre-employment training for pathways into engineering apprenticeships. Articulation into higher level courses is also available.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

COURSE CODE	22470VIC
CERTIFICATE NAME	Certificate II in Engineering Studies
ENROLMENT TYPE	VE1
RTO CODE	3784
RTO NAME	Educational Living
ATAR	Scored Assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program
SWL LOGBOOK	 <a href="#">22470VIC Certificate II in Engineering Studies workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Engineering Studies – Mackillop College Werribee /Educational Living</a>

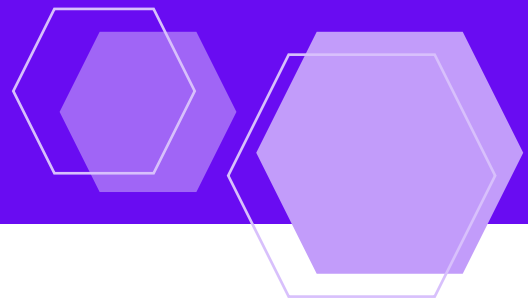
#### LOCATION AND TIMES

##### YEAR 1

VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 8:30am – 12:30pm
HOST SCHOOL - LOCATION	MACKILLOP COLLEGE WERRIBEE Trade Training Centre

##### YEAR 2

VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:00pm-5:00pm
HOST SCHOOL - LOCATION	MACKILLOP COLLEGE WERRIBEE Trade Training Centre



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MEM13014A	Apply principles of OH&S in the work environment	10	N
MEM18001C	Use hand tools	20	N
MEM18002B	Use power tools/hand held operations (F / M)	20	N
VU22329	Report on a range of sectors in the manufacturing, engineering and related industries	30	N
VU22330	Select and interpret drawings and prepare three dimensional (3D) sketches and drawings	20	N
VU22331	Perform basic machining processes	40	N
VU22332	Apply basic fabrication techniques	40	N
VU22335	Perform metal machining operations	60	N

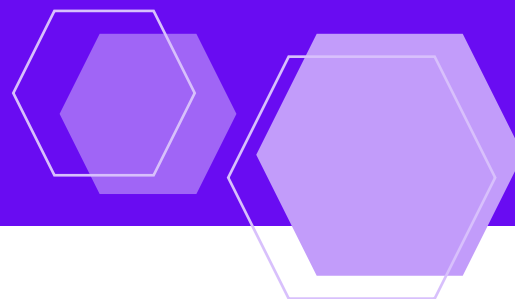
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MEMPE006A	Undertake a basic engineering project	80	Y
VU22333	Perform intermediate engineering computations (F / M / T)	40	Y
VU22334	Produce basic engineering components and products using fabrication and machining operations (F / M)	60	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.



EDUCATIONAL  
LIVING



## COURSE CODE: MSF20516

### CERTIFICATE II IN FURNITURE MAKING PATHWAYS

#### Program Description:

This course is designed to provide students with the knowledge and skills to achieve units of competence that will enhance their employment prospects in the furnishing industry.

#### Pathways / Career Opportunities:


This program will prepare students for work in the furnishing, cabinet making and joinery industries. Students will have the skills and knowledge required to work in a production environment in both manufacturing of free-standing furniture or built-in cabinets, and provide on-site assistance in the installation of those items. Successful completion of the Certificate II in Furniture Making will enable a student to enter a cabinet making or joinery apprenticeship with advanced standing.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

#### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

COURSE CODE	MSF20516
CERTIFICATE NAME	Certificate II in Furniture Making Pathways
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Scored Assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">MSF20516 Certificate II in Furniture Making Pathways workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Furnishing - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1.30pm - 5.30pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday AM
HOST SCHOOL - LOCATION	TBC

*Please note: Depending on numbers of students enrolling The Gordon may need to separate the 1st and 2nd year students and run a morning class for one of the groups*





## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MSFFP2002	Develop a career plan for the furnishing industry	30	N
MSMENV272	Participate in environmentally sustainable work practices	30	N
MSMPCI103	Demonstrate care and apply safe practices at work	30	N
MEM16006A	Organise and Communicate Information	20	N
MSFFP2005	Join materials used in furnishing	10	N
MSFFP2006	Make simple timber joints	40	N
MSMSUP106	Work in a team	30	N
MSFFP2003	Prepare Surfaces	24	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
MSFFM2001	Use furniture making sector hand and power tools (Core)	40	Y
MSFFM2002	Assemble furnishing components (Group B)	20	Y
MSFFP2001	Undertake a basic furniture making project	100	Y
MSFGN2001	Make measurements and calculations (Core)	30	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: HC20416

# CERTIFICATE II IN HORTICULTURE

### Program Description:


Certificate II is regarded as an entry level course. Graduates will have skills and knowledge to become a valued and productive employee within the Amenity Horticulture Industry. Graduates assist with planting and maintaining lawns, shrubs and garden beds in public or private gardens and parks. Upon successful completion of the Certificate II in Horticulture students may choose to complete an apprenticeship or traineeship in Horticulture, Parks and Gardens or Landscape Construction.

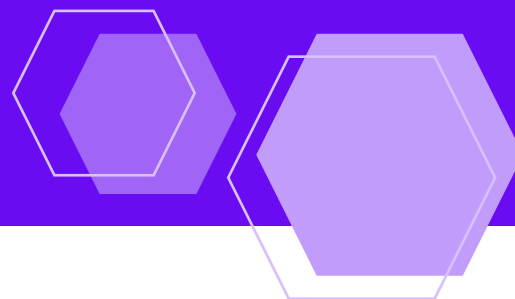
### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

### The attire required for students are:

- Closed (safety) non-leather footwear - possible
- Long sleeve – high visibility shirt (preferably not yellow, and bees and bugs get attracted to it), and helmets for side-by-side driving
- Long Tradies Pants
- Disposable Coveralls will be provided
- Gardening gloves and will provide disposable nitrile gloves when handling other materials.
- Hat (summer months and when outside)
- Safety Goggles (it will be provided)
- Thermals (during winter).

COURSE CODE	AHC20416
CERTIFICATE NAME	Certificate II in Horticulture
ENROLMENT TYPE	VE1
RTO CODE	21316
RTO NAME	ACAH
ATAR	Not scored assessment.
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	 <a href="#">AHC20416 Certificate II in Horticulture workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Horticulture - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 9:30am – 2:30pm
HOST SCHOOL - LOCATION	Werribee Park/25 Whites Rd, Werribee South
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 9:30am – 2:30pm
HOST SCHOOL - LOCATION	Werribee Park/25 Whites Rd, Werribee South



## UNITS OF COMPETENCY

### YEAR 1 - ALL STUDENTS IN YEAR 1 & 2 ARE STUDYING THE SAME YEAR 1 UNITS IN 2024

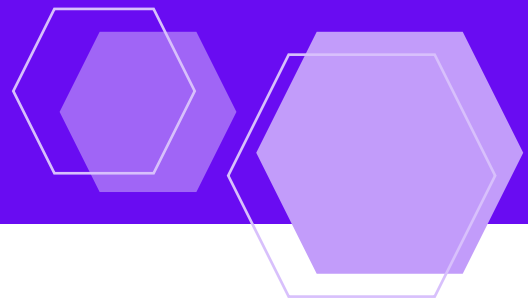
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AHCWHS201	Participate in work health and safety processes	20	N
AHCWRK209	Participate in environmentally sustainable work practices	20	N
AHCCHM201	Apply chemicals under supervision	30	N
AHCIRG221	Assist with pressurised irrigation operations	40	N
AHCMOM203	Operate basic machinery & equipment	20	N
AHCPGD201	Plant trees and shrubs	20	N
MEM18001	Use hand tools	20	N
AHCPGD206	Conduct visual inspection of park facilities	20	N

### YEAR 2 - ALL STUDENTS IN YEAR 1 & 2 ARE STUDYING THE SAME YEAR 2 UNITS IN 2023

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AHCPMG201	Treat weeds	40	N
AHCPCM204	Recognise plants	40	N
AHCSOL203	Assist with soil or growing media sampling and testing	30	N
AHCPMG202	Treat plant pest, diseases and disorders	30	N
AHCNSY207	Undertake propagation activities	30	N
AHCWRK204	Work effectively in the industry	20	N
AHCPGD203	Prune shrubs and small trees	35	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: HC20416

### CERTIFICATE II IN HORTICULTURE “SUPPORTED PROGRAM”

#### Program Description:

Certificate II is regarded as an entry level course. Graduates will have skills and knowledge to become a valued and productive employee within the Amenity Horticulture Industry. Graduates assist with planting and maintaining lawns, shrubs and garden beds in public or private gardens and parks. Upon successful completion of the Certificate II in Horticulture students may choose to complete an apprenticeship or traineeship in Horticulture, Parks and Gardens or Landscape Construction.


#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

#### The attire required for students are:

- Closed (safety) non-leather footwear - possible
- Long sleeve – high visibility shirt (preferably not yellow, and bees and bugs get attracted to it), and helmets for side-by-side driving
- Long Tradies Pants
- Disposable Coveralls will be provided
- Gardening gloves and will provide disposable nitrile gloves when handling other materials.
- Hat (summer months and when outside)
- Safety Goggles (it will be provided)
- Thermals (during winter).

COURSE CODE	AHC20416
CERTIFICATE NAME	Certificate II in Horticulture
ENROLMENT TYPE	VE1
RTO CODE	21316
RTO NAME	ACAH
ATAR	Not scored assessment.
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.

SWL LOGBOOK	 <a href="#">AHC20416 Certificate II in Horticulture workplace learning record booklet.</a>
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VET CAREER VIDEO	<a href="#">Click here to watch: VET Horticulture - GET VET (VCAA)</a>
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#### LOCATION AND TIMES

##### YEAR 1

VCE UNITS	UNITS 1 & 2
DAY & TIME	Friday 9:30am – 2:30pm
HOST SCHOOL - LOCATION	Werribee Park/25 Whites Rd, Werribee South

##### YEAR 2

VCE UNITS	UNITS 3 & 4
DAY & TIME	TBC
HOST SCHOOL - LOCATION	Werribee Park/25 Whites Rd, Werribee South



## UNITS OF COMPETENCY

### YEAR 1 - ALL STUDENTS IN YEAR 1 & 2 ARE STUDYING THE SAME YEAR 1 UNITS IN 2024

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AHCWHS201	Participate in work health and safety processes	20	N
AHCWRK209	Participate in environmentally sustainable work practices	20	N
AHCCHM201	Apply chemicals under supervision	30	N
AHCIRG221	Assist with pressurised irrigation operations	40	N
AHCMOM203	Operate basic machinery & equipment	20	N
AHCPGD201	Plant trees and shrubs	20	N
MEM18001	Use hand tools	20	N
AHCPGD206	Conduct visual inspection of park facilities	20	N

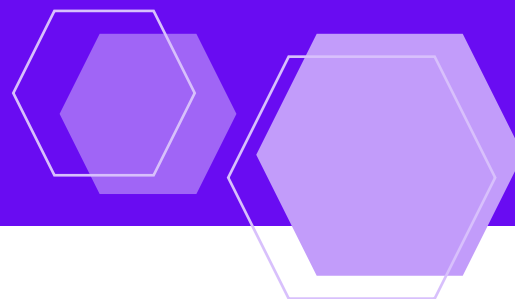
### YEAR 2 - ALL STUDENTS IN YEAR 1 & 2 ARE STUDYING THE SAME YEAR 2 UNITS IN 2023

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
AHCPMG201	Treat weeds	40	N
AHCPCM204	Recognise plants	40	N
AHCSOL203	Assist with soil or growing media sampling and testing	30	N
AHCPMG202	Treat plant pest, diseases and disorders	30	N
AHCNSY207	Undertake propagation activities	30	N
AHCWRK204	Work effectively in the industry	20	N
AHCPGD203	Prune shrubs and small trees	35	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: SIT20316

### CERTIFICATE II IN HOSPITALITY “SUPPORTED PROGRAM”


#### Program Description:

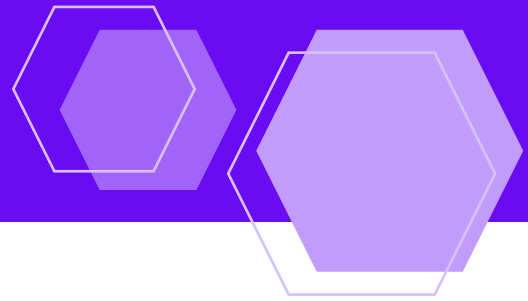
The main focus of this course is to support students with additional learning needs to meet their individual pathways.

Begin training for a career in hospitality while you complete your secondary school studies, with the Certificate II in Hospitality. This introductory course equips you with basic hospitality knowledge and skills. This qualification provides the practical skills and knowledge to be competent in a range of activities and functions in hospitality venues where food is prepared and served, including restaurants, hotels, catering operations, clubs, pubs cafes and coffee shops.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	SIT20316
CERTIFICATE NAME	Certificate II in Hospitality
ENROLMENT TYPE	VE1
RTO CODE	3113
RTO NAME	Victoria University
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program
SWL LOGBOOK	 <a href="#">SIT20316 Certificate II in Hospitality workplace learning record booklet</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Hospitality-GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Friday <b>TBC</b> 9:30am – 3:30pm
HOST SCHOOL - LOCATION	VICTORIA UNIVERSITY Footscray Nicholson Campus
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	<b>TBC</b>
HOST SCHOOL - LOCATION	VICTORIA UNIVERSITY Footscray Nicholson Campus



## UNITS OF COMPETENCY

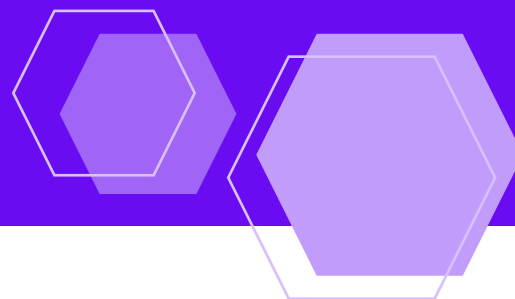
### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBWOR203	Work effectively with others	15	N
SITHIND002	Source and use information on the hospitality industry	25	N
SITHIND003	Use hospitality skills effectively	0	N
SITXCCS003	Interact with customers	20	N
SITXCOM002	Show social and cultural sensitivity	20	N
SITXFSA001	Use hygienic practices for food safety	15	N
SITXWHS001	Participate in safe work practices	12	N
SITHCCC003	Prepare and present sandwiches	10	N
SITHFAB001	Clean and tidy bar areas	15	N
SITHKOP001	Clean kitchen premises and equipment	13	N
SITXCOM001	Source and present information	10	N
SITXCCS006	Provide service to customers	25	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SITHFAB004	Prepare and serve non-alcoholic beverages	20	N
SITHFAB005	Prepare and serve espresso coffee	30	N
SITHFAB007	Serve food and beverage	80	N
SITHFAB016	Provide advice on food	40	N
SITXFIN001	Process financial transactions	25	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.



## COURSE CODE: ICT30120

# CERTIFICATE III IN INFORMATION TECHNOLOGY

### Program Description:

This course will equip the student with comprehensive skills and knowledge to enter the information and communications technology (ICT) field. The course provides the introductory skills and knowledge with an emphasis on ICT support and computer networking. The course incorporates theoretical, practical and hands-on training in areas such as PC hardware and software maintenance; server administration; client operating systems; and workplace skills. The students will be enrolled in enough units over the two years to obtain the full certificate, but VCAA requires only partial completion to obtain satisfactory VCE VET study score. These units are outlined below. The choice is with the students if they want to complete the full certificate by working on the additional units or follow the VCAA pathway which will only be entitled the student to a Statement of Attainment from the RTO.

### Pathways / Career Opportunities:

Upon the successful completion of the full certificate a student may seek employment as part of an ICT support team – network technicians, help desk assistant or software support being options. Tertiary pathways/degrees qualifications in ICT networking at Certificate IV or diploma level at TAFE or numerous university degrees in ICT.

**NOTE:** the support stream is the focus of the course at Wyndham Central

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	ICT30120
CERTIFICATE NAME	Certificate III in Information Technology
ENROLMENT TYPE	VE1
RTO CODE	40548
RTO NAME	IVET Institute
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Information Technology- GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12:30pm – 4:00pm
HOST SCHOOL - LOCATION	WYNDHAM CENTRAL COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

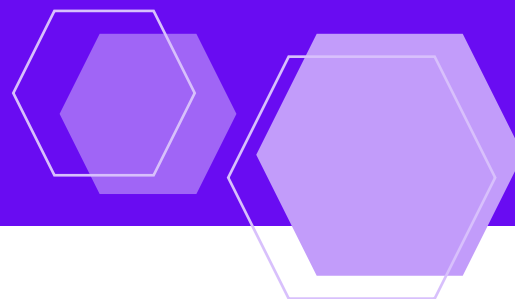
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBXTW301	Work in Team	40	N
BSBXCS303	Securely manage personally identifiable information and workplace information	40	N
BSBCRT301	Develop and extend critical and creative thinking skills	40	N
ICTPRG302	Apply introductory programming techniques	40	N
ICTICT213	Use computer operating systems and hardware	60	N
ICTICT214	Operate application software packages	60	N
ICTSAS308	Run standard diagnostic tests	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
ICTSAS310	Install, configure and secure a small office or home network	50	Y
ICTSAS305	Provide ICT advice to clients	40	Y
ICTSAS309	Maintain and repair equipment and software	20	Y
ICTSAS304	Provide basic system administration	20	Y
ICTICT313	Identify IP, ethics and privacy policies in ICT environments	50	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: SIT20416

# CERTIFICATE II IN KITCHEN OPERATIONS

### Program Description:

This course equips you with a range of practical skills to operate in a supervised kitchen workplace. During this hands-on program you will develop food handling, preparation skills and further hospitality industry knowledge, and will put your skills into practice at The Gordon's training venue – the Davidson Restaurant.


### Pathways / career opportunities

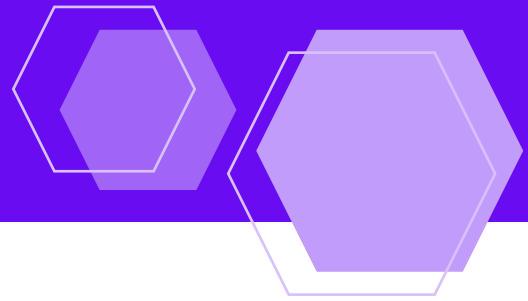
Upon successful completion of this program through The Gordon, you can receive a guaranteed place into the SIT30816 Certificate III in Commercial Cookery or SIT30116 Certificate III in Patisserie (studied on-campus) at The Gordon.

This program also has a direct pathway into a cookery or patisserie apprenticeship, and you may receive credit towards an apprenticeship qualification. Successful completion of this program can also lead you to a range of entry- level employment opportunities where food is prepared and served, including restaurants, hotels, catering operations, clubs, cafes, cafeterias and coffee shops.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	SIT20416
CERTIFICATE NAME	Certificate II in Kitchen Operations (Release 1)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">SIT20416 Certificate II in Kitchen Operations workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Hospitality/Kitchen Operations- GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:00 pm - 5:00pm
HOST SCHOOL - LOCATION	HEATHDALE CHRISTIAN COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 8:30am -12:30pm
HOST SCHOOL - LOCATION	HEATHDALE CHRISTIAN COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SITXFSA001	Use hygienic practices for food safety	15	N
SITXWHS001	Participate in safe work practices	12	N
SITHCCC001	Use food preparation equipment	25	N
SITHCCC005	Prepare dishes using basic methods of cookery	45	N
SITHKOP001	Clean kitchen premises and equipment	13	N
SITXINV002	Maintain the quality of perishable items	10	N
BSBWOR203	Work effectively with others	15	N
BSBCMM201	Communicate in the workplace	40	N
SITHCCC003	Prepare and present sandwiches	10	N

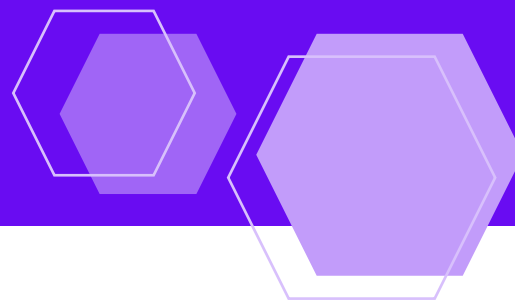
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SITHCCC006	Prepare appetisers and salads	25	Y
SITHCCC007	Prepare stocks, sauces and soups	35	Y
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes	45	Y
SITHCCC011	Use cookery skills effectively	50	Y
SITHCCC012	Prepare poultry dishes	25	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: SIT20416

# CERTIFICATE II IN KITCHEN OPERATIONS “SUPPORTED PROGRAM” – **NOT RUNNING IN 2023**

### Program Description:

This course equips you with a range of practical skills to operate in a supervised kitchen workplace. During this hands-on program you will develop food handling, preparation skills and further hospitality industry knowledge, and will put your skills into practice at The Gordon’s training venue – the Davidson Restaurant.

### Pathways / career opportunities

Upon successful completion of this program through The Gordon, you can receive a guaranteed place into the SIT30816 Certificate III in Commercial Cookery or SIT30116 Certificate III in Patisserie (studied on-campus) at The Gordon.

This program also has a direct pathway into a cookery or patisserie apprenticeship, and you may receive credit towards an apprenticeship qualification. Successful completion of this program can also lead you to a range of entry- level employment opportunities where food is prepared and served, including restaurants, hotels, catering operations, clubs, cafes, cafeterias and coffee shops.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	SIT20416
CERTIFICATE NAME	Certificate II in Kitchen Operations (Release 1)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days’ work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">SIT20416 Certificate II in Kitchen Operations workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Hospitality/Kitchen Operations- GET VET (VCAA)</a>

### LOCATION AND TIMES

#### YEAR 1

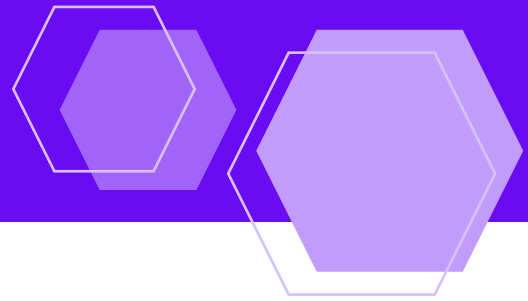
VCE UNITS	UNITS 1 & 2
DAY & TIME	<b>NOT RUNNING IN 2023</b>

HOST SCHOOL -  
LOCATION

#### YEAR 2

VCE UNITS	UNITS 3 & 4
DAY & TIME	<b>NOT RUNNING IN 2023</b>

HOST SCHOOL -  
LOCATION



## UNITS OF COMPETENCY

### YEAR 1

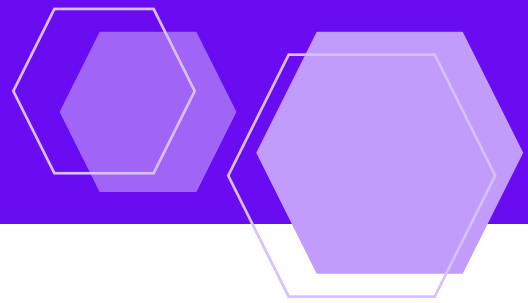
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SITXFSA001	Use hygienic practices for food safety	15	N
SITXWHS001	Participate in safe work practices	12	N
SITHCCC001	Use food preparation equipment	25	N
SITHCCC005	Prepare dishes using basic methods of cookery	45	N
SITHKOP001	Clean kitchen premises and equipment	13	N
SITXINV002	Maintain the quality of perishable items	10	N
BSBWOR203	Work effectively with others	15	N
BSBCMM201	Communicate in the workplace	40	N
SITHCCC003	Prepare and present sandwiches	10	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SITHCCC006	Prepare appetisers and salads	25	Y
SITHCCC007	Prepare stocks, sauces and soups	35	Y
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes	45	Y
SITHCCC011	Use cookery skills effectively	50	Y
SITHCCC012	Prepare poultry dishes	25	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: SHB30215

### CERTIFICATE III IN MAKE-UP

#### Program Description:

This course will equip you with the hands-on skills and knowledge required to provide make-up services in a salon or as a freelance artist. The program covers topics such as demonstrating and selling make-up and retail skincare products, and also develops your communication and customer service skills to prepare you to perform routine salon and store functions.

#### Pathways/career opportunities


Upon successful completion of this qualification through The Gordon, you can receive a guaranteed place into a range of beauty and make-up courses at The Gordon. Successful completion of this program can also lead you to a range of entry level employment opportunities in the make-up industry, in roles such as a salon assistant or retail cosmetic sales assistant. School-based apprenticeships and traineeships may also be available in addition to entry-level employment.

#### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	SHB30215
CERTIFICATE NAME	Certificate III in Make -Up
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	 <a href="#">SHB30215 Certificate III in Make-Up workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Hair and Beauty - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday - <a href="#">Full day delivery</a> 8:30am – 5:30pm <b>TBC</b>
HOST SCHOOL - LOCATION	THE GRANGE P-12 COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday - <a href="#">Full day delivery</a> 8:30am – 5:30pm <b>TBC</b>
HOST SCHOOL - LOCATION	THE GORDON CITY CAMPUS Fenwick Street, Geelong 3220



## UNITS OF COMPETENCY

### YEAR 1

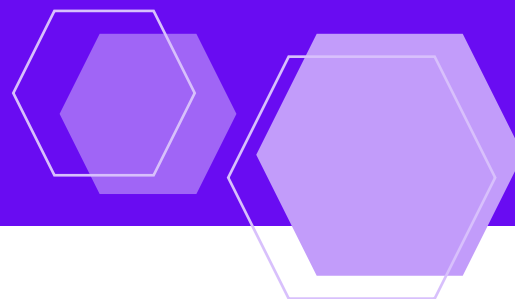
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SHBXIND001	Comply with organisational requirements within a personal services environment	45	N
SHBXWHS001	Apply safe hygiene, health and work practices	40	N
SHBBMUP002	Design and apply make-up	45	N
SHBBMUP004	Design and apply remedial camouflage make-up	30	N
SHBBMUP003	Design and apply make-up for photography	30	N
SHBBRES001	Research and apply beauty industry information	20	N
CUAPPM407	Create storyboards	40	N
SHBBFAS001	Provide lash and brow services	15	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
SHBXCCS001	Conduct salon financial transactions	25	N
SHBBMUP005	Apply airbrushed make-up	30	N
SHBBMUP006	Design and apply creative make-up	45	N
SHBXCCS002	Provide salon services to clients	40	N
BSBSMB403	Market the small business	50	N
BSBSMB404	Undertake small business planning	50	N
SHBBBOS001	Apply cosmetic tanning products	18	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: CUA30920

# CERTIFICATE III IN MUSIC (PERFORMANCE)

### Program Description:

Certificate III in Music enables students to apply a broad range of knowledge and skills in varied work contexts in the music industry. Depending on the electives chosen, Units 1 and 2 include preparing for performances, writing song lyrics, developing ensemble skills and assisting with sound recordings. Units 3 and 4 offer scored assessment and include units such as developing improvisation skills, applying knowledge of genre to music making and performing music as part of a group or as a soloist.

### Pathways / Career Opportunities:

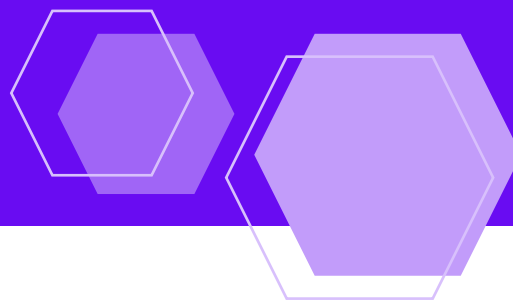
Completion of Certificate III prepares students for work in the music industry in areas such as performance, critical listening, music management and music promotions. With additional training and experience, potential employment opportunities may include professional musician, song writer, composer, arranger, copier, promoter, teacher, instrumentalist.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

**NOTE:** Students must have knowledge, experience and training in playing an instrument or vocals.

COURSE CODE	CUA30920
CERTIFICATE NAME	Certificate III in Music (Performance)
ENROLMENT TYPE	VE1
RTO CODE	41549
RTO NAME	COSAMP
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Music- GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 12:30pm – 4:00pm
HOST SCHOOL - LOCATION	MANOR LAKES COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12:30pm – 4:00pm
HOST SCHOOL - LOCATION	MANOR LAKES COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUACMP311	Implement copyright arrangements	20	N
CUAIND313	Work effectively in the music industry	35	N
CUAIND314	Plan a career in the creative arts industry	35	N
CUAMPF213	Perform simple repertoire in ensembles	50	N
CUAMCP311	Create simple Musical composition	35	N
CUAMCP312	Write song Lyrics	30	N

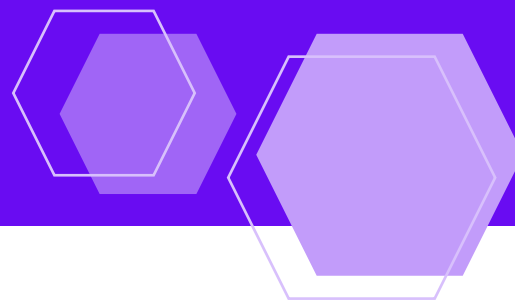
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUAMPF412	Develop and apply stagecraft skills	70	Y
CUAMPF311	Develop technical skills for musical performances	20	Y
CUAMPF312	Prepare for musical performances	35	Y
CUAMPF315	Develop and perform musical improvisation	35	Y
CUAMPF416	Perform music as a soloist OR	70	Y
CUAMPF414	Perform Music as part of a group	70	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: CUA30920

# CERTIFICATE III IN MUSIC (SOUND PRODUCTION)

### Program Description:

Certificate III in Music Industry (Sound Production) provides students with the practical skills and knowledge to record, mix and edit sound sources. Units 1 and 2 include developing music industry knowledge, establishing contractual and work relationships, and following health, safety and security practices. Units 3 and 4 offers scored assessment and includes units such as editing sound using digital systems, operating sound mixing consoles, operating sound reinforcement systems and mixing sound sources.

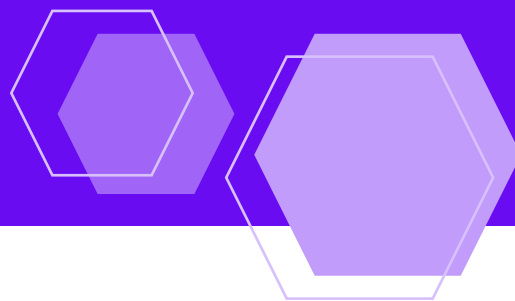
### Pathways / Career Opportunities:

Completion of the Certificate III prepares students for work in the music industry in areas such as sound track laying, digital editing and mixing, audio visual equipment operations and stage management and can be applied to workplaces such as stage productions, radio and medium to large recording studios. With additional training and experience, potential employment opportunities may include sound technician, tour crew member, studio engineer, theatre/television audio technician.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	CUA30920
CERTIFICATE NAME	Certificate III in Music (Sound Production)
ENROLMENT TYPE	VE1
RTO CODE	41549
RTO NAME	COSAMP
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Music Sound Production – Thomas Carr College</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:00pm – 4:45pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:00pm – 4:45pm
HOST SCHOOL - LOCATION	THOMAS CARR COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

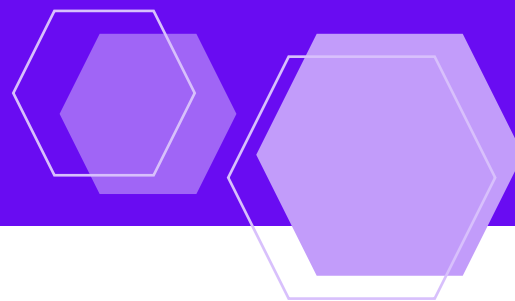
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUASOU212	Perform basic sound editing	30	N
BSBWHS211	Contribute to the health and safety of self and others	20	N
CUAMLT302	Apply knowledge of style and genre to music industry practice	40	N
CUACMP311	Implement copyright arrangements	20	N
CUAIND313	Work effectively in the music industry	35	N
CUAIND314	Plan a career in the creative arts industry	35	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUASOU306	Operate sound reinforcement systems	40	Y
CUASOU317	Record and mix basic music demos	40	Y
CUASOU308	Install and disassemble audio equipment	40	Y
CUASOU321	Mix music in studio environments	60	Y
CUASOU412	Manage audio input sources	30	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: 22569VIC

### CERTIFICATE II IN PLUMBING (PRE-APPRENTICESHIP)

#### Program Description:

The Certificate II in Plumbing (Pre-Apprenticeship) will equip you with the basic skills and knowledge to enter the plumbing or associated building industries and is designed to enhance your apprenticeship prospects. The program covers relevant material, equipment, and occupational health and safety procedures to ensure you work safely and effectively on building sites.

#### Pathways / Career Opportunities:

The direct career pathway from this program is being employed in a full-time apprenticeship. Graduates will need to be employed by a Licensed Plumber before they continue their training as an apprentice.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

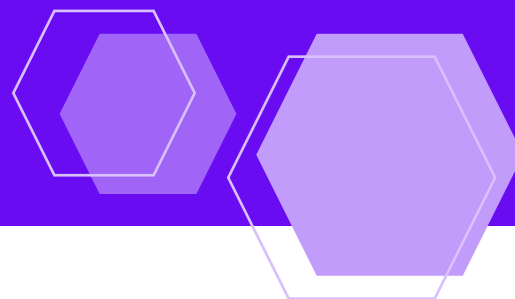
**Additional Costs:** Protective clothing and minor equipment may also need to be purchased.

#### Holiday Training (may be subject to change)

Holiday Training may be expected for this course and will be confirmed at a later date.

**Program Requirements** This course includes the delivery of First Aid & Construction Induction (White Card). If you already have completed these units previously it is a great benefit! You **MUST** email [vetinschools@gordontafe.edu.au](mailto:vetinschools@gordontafe.edu.au) your USI Transcript or Statement of Attainment prior to starting the course.

COURSE CODE	22569VIC
CERTIFICATE NAME	Certificate II in Plumbing (Pre-apprenticeship)
ENROLMENT TYPE	VE1
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> A minimum of 10 days' work placement spread over two years is strongly recommended within this program. Work placement may occur during the term holidays.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Plumbing - GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday AM: 8:00am – 12:15pm PM: 12:45pm – 5:00pm
HOST SCHOOL - LOCATION	WYNDHAM CENTRAL COLLEGE Trade Training Centre
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday AM: 8:00am – 12:15pm 9:00am – 1:00pm (Yr1&2) PM: 1:30pm – 5:30pm
HOST SCHOOL - LOCATION	THE GORDON HOPPERS CROSSING CAMPUS 195 Old Geelong Road, Hoppers Crossing, VIC 3029



## UNITS OF COMPETENCY

### YEAR 1

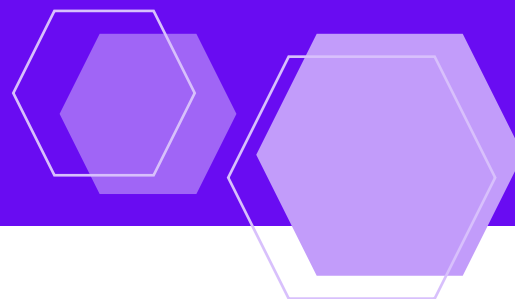
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CPCCCM1015	Carry out measures and calculations	20	N
CPCCCM2001	Read and interpret plans and specifications	36	N
CPCCWHS1001	Prepare to work safely in the construction industry	6	N
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	20	N
CUVACD303	Produce technical drawings	50	N
HLTAID002	Provide basic emergency life support	12	N
CPCPCM2039A	Carry out interactive workplace communication	10	N
VU23051	Prepare to work in the plumbing industry	20	N
VU23056	Use plumbing pipes, fittings & fixtures to simulate plumbing installations	30	N
VU23048	Fabricate simple plumbing pipe systems	30	N
VU23050	Perform basic oxy-acetylene welding and cutting	20	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
VU23049	Identify career pathways in the plumbing industry	30	N
BSBWRT311	Write simple documents	30	N
VU23053	Use basic electric welding equipment and techniques	20	N
VU23052	Use and apply basic levelling equipment for plumbing	8	N
VU23054	Use basic plumbing hand tools	50	N
VU23055	Use basic power tools	20	N
VU23047	Cut and penetrate building materials and structures	30	N
VU23046	Apply basic sheet metal practices <b>(delivered over the two years)</b>	50	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: CUA31020

# CERTIFICATE III IN SCREEN AND MEDIA

### Program Description:

Units 1 and 2 include participating in occupational health and safety processes, developing and applying creative arts industry knowledge, working with others and applying critical thinking techniques. Units 3 and 4 offers scored assessment and incorporates units such as 2D digital animations, writing content for a range of media, authoring interactive sequences and creating visual design components.

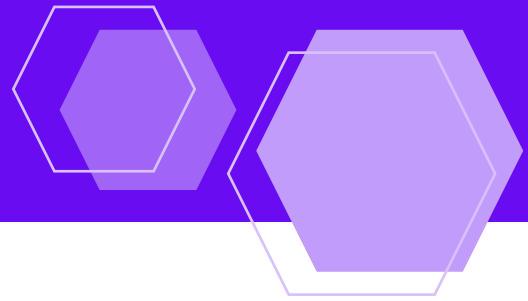
### Pathways / Career Opportunities:

With additional training and experience potential employment opportunities may include, camera/lighting assistant, radio program maker/presenter, editing assistant, interactive media author, production assistant. web designer, games designer, animator, special effects producer.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	CUA31020
CERTIFICATE NAME	Certificate III in Screen and Media
ENROLMENT TYPE	VE1
RTO CODE	121314
RTO NAME	AIET
ATAR	Scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Creative and Digital Media- GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:30pm – 5:30pm (Combined year 1 & 2)
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 1:30pm – 5:30pm (Combined year 1 & 2)
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
ICTWEB306	Develop web presence using social media	30	N
CUACAM211	Assist with basic camera shoots	30	N
CUAWHS312	Apply work health and safety practices	30	N
CUAIND311	Work effectively in the creative arts industry	50	N
CUADIG303	Produce and prepare photo images	20	N
BSBCRT311	Apply critical thinking skills in a team environment	40	N

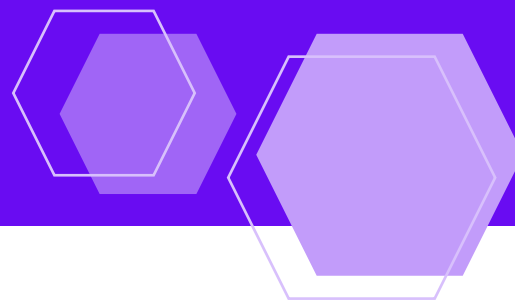
### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
CUADIG312	Author interactive sequences	40	Y
CUADES302	Explore and apply the creative design process to 2D forms	60	Y
CUAWRT301	Write content for a range of media	40	Y
CUAANM301	Create 2D digital animations	35	Y
CUADIG304	Create visual design components	30	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.







## COURSE CODE: SIS30115

# CERTIFICATE III IN SPORT & RECREATION

### Program Description:

Certificate III in Sport and Recreation provides students with the skills and knowledge to work in the Sport and Recreation industry. In Units 1 and 2, students can choose from a range of electives to create a program of their choice, including teaching the fundamental skills of athletics, basketball, gymnastics or squash and implementing sports injury prevention. Units 3 and 4 offers scored assessment and includes core units such as conduct basic warm-up and cool-down programs, plan and conduct sport and recreation sessions and undertake a risk analysis of activities. Students also undertake electives drawn from the Aquatics, Fitness, Sport and Outdoor Recreation streams.

Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment for the purposes of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Further information can be found on the VTAC website: [www.vtac.edu.au](http://www.vtac.edu.au)


Where a student elects not to receive a study score for VCE VET Sport and Recreation, no contribution to the ATAR will be available.

### Pathways / Career Opportunities:

Completion of Certificate III in Sport and Recreation may lead to job outcomes including facilitating sport and recreation programs, maintaining grounds and facilities and working in the service industry in locations such as recreation and fitness centres, outdoor sporting grounds or aquatic centres. With additional training and experience, potential job outcomes may include coaching, teaching and sports administrating.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	SIS30115
CERTIFICATE NAME	Certificate III in Sport & Recreation
ENROLMENT TYPE	VE1
RTO CODE	40548
RTO NAME	IVET Institute
ATAR	Scored Assessment is available for the Units 3 and 4 sequence of SIS30115 Certificate III in Sport and Recreation
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	 <a href="#">SIS30115 Certificate III in Sport and Recreation workplace learning record booklet.</a>
VET CAREER VIDEO	<a href="#">Click here to watch: VET Sport and Recreation- GET VET (VCAA)</a>
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	TBC
HOST SCHOOL - LOCATION	WYNDHAM CENTRAL COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Wednesday 12.30pm – 4:30pm
HOST SCHOOL - LOCATION	HOPPERS CROSSING SECONDARY COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

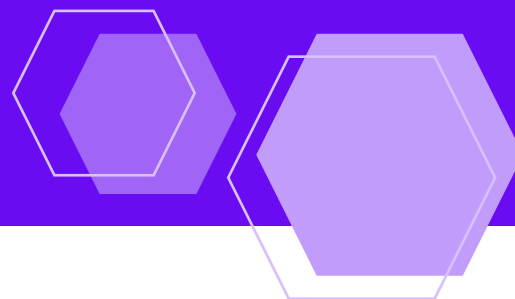
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBWOR301	Organise personal work priorities and development	30	N
HLTAID003	Provide first aid	18	N
HLTWH001	Participate in workplace health and safety	20	N
ICTWEB201	Use social media tools for collaboration and engagement	20	N
SISSPAR004	Book athlete travel and accommodation		
SISSPAR009	Participate in conditioning for sport	20	N
SISXCAI003	Conduct non-instructional sport, fitness or recreation sessions	20	N
SISXCCS001	Provide quality service	25	N
SISXEMR001	Respond to emergency situations	18	N
SISXIND006	Conduct sport, fitness and recreation events	55	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBWH0303	Participate in WHS hazard identification, risk assessment and risk control	50	Y
SISSCO001	Conduct sport coaching at FND level	50	Y
SISXCAI004	Plan and conduct programs	35	Y
SISXCAI006	Facilitate groups	25	Y
SISXRES002	Educate user groups	25	Y

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: 22567VIC

# CERTIFICATE I IN TRANSITION EDUCATION (PARTIAL COMPLETION)

### Program Description:

Certificate I in Transition Education is intended to support learners with permanent intellectual disabilities to develop the skills to find the most appropriate option for them in the community after leaving school. This may include employment, volunteer work or further study. The certificate includes the development of employability skills including communication, problem-solving, self-management and use of technology. Students are supported to develop strategies to identify information and resources about everyday activities such as travel, health and participation in recreational activities, develop independent living skills and participate in activities in the community.

### Pathways / Career Opportunities

Students who complete this partial program at school may choose to attend The Gordon TAFE post school to complete the Certificate I in Transition Education. Students' goals may also include transitioning to volunteer work or entry-level employment.

### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	22567VIC
CERTIFICATE NAME	Certificate I in Transition Education (partial completion)
ENROLMENT TYPE	VE3
RTO CODE	3044
RTO NAME	The Gordon
ATAR	Nil
STRUCTURED WORKPLACE LEARNING (SWL)	Recommended
SWL LOGBOOK	NA
VET CAREER VIDEO	NA
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Friday 9:30am – 2:00pm
HOST SCHOOL - LOCATION	WARRINGA PARK SCHOOL Cayleys Rd Campus, 10 Cayleys Rd, Werribee South
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	Thursday 9:30am – 2:00pm
HOST SCHOOL - LOCATION	WARRINGA PARK SCHOOL Cayleys Rd Campus, 10 Cayleys Rd, Werribee South



## UNITS OF COMPETENCY

### YEAR 1

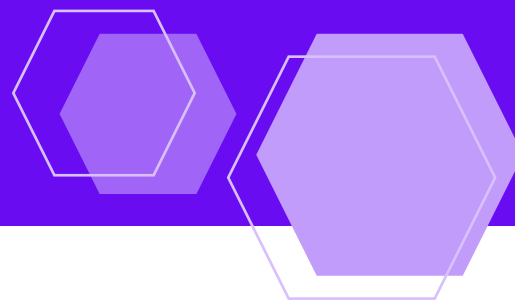
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
VU23038	Participate in the community	150	N
VU22359	Conduct a project with guidance	20	N
VU23033	Explore a microbusiness opportunity	50	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
VU23037	Explore future option for further training, work or community activities	150	N
VU23042	Identify processes to obtain a learner permit	50	N
VU22789	Participate in job seeking activities	50	N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## COURSE CODE: CUA31120

### CERTIFICATE III IN VISUAL ARTS

#### Program 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.

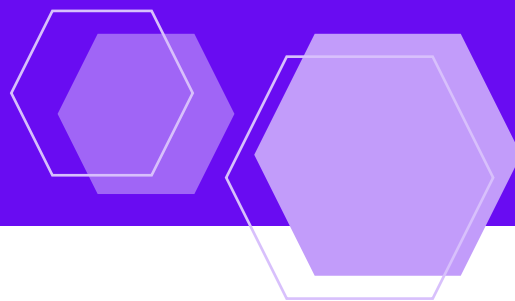
#### Pathways / Career Opportunities

Certificate IV in Visual Arts, Diploma of Photography And Photo Imaging.

#### Contribution to VCE / VCE VM & VPC

These credits must be confirmed with the VET Coordinator at your school.

COURSE CODE	CUA31120
CERTIFICATE NAME	Certificate III in Visual Arts
ENROLMENT TYPE	VE1
RTO CODE	121314
RTO NAME	AIET
ATAR	Not scored assessment
STRUCTURED WORKPLACE LEARNING (SWL)	<b>Strongly recommended</b> The VCAA strongly recommends a minimum of 80 hrs (2 weeks) of structured workplace learning over the duration of the VCE VET program.
SWL LOGBOOK	<a href="#">A workplace learning record booklet is currently under development</a>
VET CAREER VIDEO	NA
<b>LOCATION AND TIMES</b>	
<b>YEAR 1</b>	
VCE UNITS	UNITS 1 & 2
DAY & TIME	Wednesday 1:00pm – 5:00pm
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE
<b>YEAR 2</b>	
VCE UNITS	UNITS 3 & 4
DAY & TIME	<a href="#">TBC</a>
HOST SCHOOL - LOCATION	WERRIBEE SECONDARY COLLEGE



## UNITS OF COMPETENCY

### YEAR 1

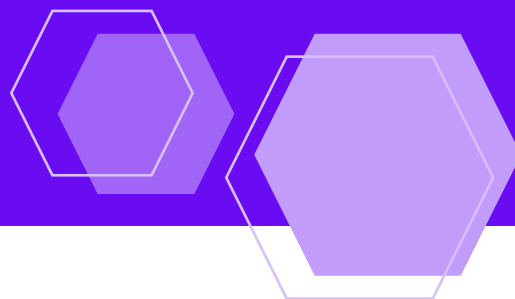
MODULE CODE	MODULE NAME	HOURS	Scored Assessment
BSBWS211	Contribute to the health and safety of self and others	20	N
CUAACD311	Produce drawings to communicate ideas	80	N
CUAPPR311	Produce creative work	45	N
CUARES301	Apply knowledge of history and theory to own arts practice	50	N
CUADRA311	Produce Drawings	50	N
CUAPA1311	Produce Paintings	50	N

### YEAR 2

MODULE CODE	MODULE NAME	HOURS	Scored Assessment
			N
			N
			N
			N
			N

Commencement of program will be dependent on adequate student numbers for enrolment and funding.  
Programs and units of competency are subject to change prior to commencement.





## VET CAREER VIDEOS

Visit the Get VET website [[vcaa.vic.edu.au/getvet](https://vcaa.vic.edu.au/getvet)] for more videos, success stories and resources.

### GET VET Agriculture, Horticulture, Conservation and Land Management

<https://vimeo.com/427983896>



### GET VET Animal Studies

<https://vimeo.com/404799601>



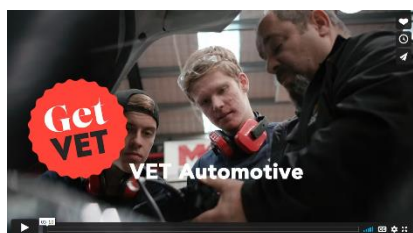
### GET VET Applied Fashion Design and Technology

<https://vimeo.com/389137209>



### GET VET Automotive

<https://vimeo.com/379135716>



### GET VET Building and Construction

<https://vimeo.com/364919056>



### GET VET Business

<https://vimeo.com/389886598>



### GET VET Creative and Digital Media

<https://vimeo.com/378454730>



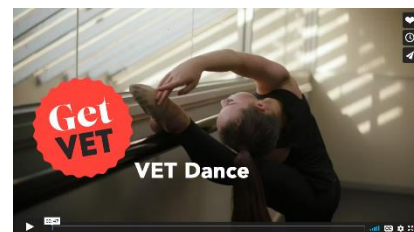
### VET Community Services Werribee Secondary College

[https://youtu.be/p\\_ITnjbHREw](https://youtu.be/p_ITnjbHREw)



### GET VET Dance

<https://vimeo.com/389137090>



### GET VET Electrical Industry

<https://vimeo.com/364919319>



### VET Engineering - Mackillop College Werribee /Educational Living

[https://youtu.be/V6XN2B\\_Nmu8](https://youtu.be/V6XN2B_Nmu8)



### GET VET Furnishing

<https://vimeo.com/404799456>

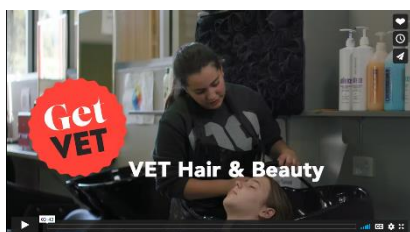






### GET VET Hair and Beauty

<https://vimeo.com/364919650>



### GET VET Health

<https://vimeo.com/350641339>



### GET VET Hospitality

<https://vimeo.com/350641551>



### GET VET Information Technology

<https://vimeo.com/395066788>



### GET VET Integrated Technologies

<https://vimeo.com/389137148>



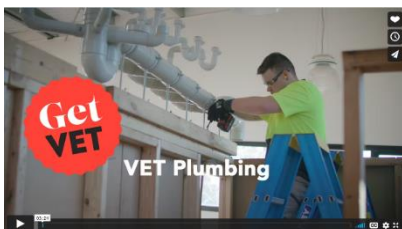
### VET Music - Thomas Carr College

<https://drive.google.com/file/d/1NPVdKZ72J1Qro8NwsB21LMoNbq8gKL-1/view>



### GET VET Plumbing

<https://vimeo.com/403082120>



### GET VET Sport and Recreation

<https://vimeo.com/359412894>

