VET program advice

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| School/provider details |
| School/provider name: | Click here to enter text. |
| VET coordinator name: | Click here to enter text. |
| Contact phone and email:  | Click here to enter text. |
| Principal name: | Click here to enter text. |
| Contact phone and email:  | Click here to enter text. |

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| **Minimum standards for an accredited senior secondary course:** **Student learning outcomes**A senior secondary education provider that provides, or proposes to provide, an accredited senior secondary course must:1. deliver the course to the standards established by the awarding body for the qualification; and
2. ensure that a student who satisfactorily completes all of the course requirements is entitled to be awarded the registered qualification.

(*Education and Training Reform Regulations 2017,* Schedule 8.2) |

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| **Evidence requirement** | Complete this template for each VET program intended to be available to students enrolled in Victorian Certifiate of Education (VCE), Victorian Certificate of Education Vocational Major (VCE VM) or Victorian Pathways Certificate (VPC).Where the intended qualification contains scored assessment, the school/provider is required to confirm that the RTO has an understanding of their requirements. |
| **What the VCAA is assessing** | The VCAA requires advice to confirm that the Registered Training Organisation (RTO) with which the provider has an agreement (or is intending to have an agreement with) has the relevant VET program on scope and the intended method of delivery. This is an aspect of ensuring that students who satisfactorily complete all course requirements are entitled to be awarded the registered qualification. |
| **Compliance is measured against** | * List of RTOs located on the national register for training in Australia at [http://www.training.gov.au](http://www.training.gov.au/)
* The VCE Administrative Handbook, particularly subsections pertaining to Vocational and Education Training.
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| **Resources** | * *VCE Administrative Handbook*: <https://www.vcaa.vic.edu.au/administration/vce-handbook/Pages/index.aspx>
* *VPC Administrative Handbook:* [*https://www.vcaa.vic.edu.au/administration/vpc-handbook/Pages/index.aspx*](https://www.vcaa.vic.edu.au/administration/vpc-handbook/Pages/index.aspx)
* VCE VET program pages on the VCAA website: [*www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/Index.aspx*](http://www.vcaa.vic.edu.au/curriculum/vet/vce-vet-programs/Pages/Index.aspx)
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VET program advice

The VET program advice detailed in this form is intended to provide assurance that minimum standards are being met and that providers are aware of all obiligations to RTOs.

1. Please indicate the relevant Senior Secondary or Foundation Secondary Certificate/s that information in this form pertains to:

[ ]  Victorian Certificate of Education (VCE)

[ ]  Victorian Certificate of Education Vocational Major (VCE VM)

[ ]  Victorian Pathways Certificate (VPC)

Complete either Table A **or** Table B

Note: If required, add more rows in the relevant table to accommodate the requested information.

Table A

Providers who are the RTO for the VET program should complete this table

|  |  |  |  |
| --- | --- | --- | --- |
| Qualification code and title | RTO name | RTO number | Is the program on scope on the national register? |
|  |  |  |  |
|  |  |  |  |

Table B

Providers who will enter into an agreement with an RTO for the delivery of a VET program should complete this table

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Qualification code and title  | Name of RTO the provider has (or intends to have) an agreement with | RTO number | Intended method of delivery \* | Does the program offer scored assessment? |
|  |  |  |  | Y/N |
|  |  |  |  | Y/N |

\* Possible methods of delivery may be:

* students attend RTO site for delivery
* RTO trainer comes to school
* member of staff auspiced to deliver on site
* students attend cluster school or another senior secondary provider site where course is delivered under auspice of an RTO.