



Pathway Selection

VET Student Handbook

#whatsyourpathway

Introduction

Dear Student,

Welcome to senior schooling pathways.

Our program offers MacGregor students a diverse range of pathways through your journey at senior school. The pathways course offering aligns to workforce skills, tertiary education and social readiness for your next step.

The aim of our senior schooling pathways at MacGregor State High School is for each student to achieve a Queensland Certificate of Education (QCE) and to give every student an opportunity to "be the best we can be". Students must consider the combination of subjects, commitment to study and future career goals when nominating subjects for Year 11 and Year 12.

MacGregor State High School offers students a broad range of pathway options for students to undertake throughout their senior phase of learning including Certificate I, II, III and Diploma courses delivered onsite at MacGregor, School-based apprenticeships and traineeships (SAT), TAFE and external Registered Training Organisations (RTO) course offerings.

MacGregor State High School has created productive partnerships with our TAFE and external RTO partners to deliver exceptional learning programs, real life opportunities and experiences for our students.

What makes us the best we can be? Our community engagement, a diverse learning program offering that meets the labour market and bundled dual qualification certificates optimising learning and pathways. We look forward to supporting you and your next step on your learning journey.

Kerry Hopper
Head of Senior Schooling

Amanda Jacquin
Industry Liaison Officer

VET Myth busting

Myth #1: University graduates earn more than VET Graduates.

Fact: University and VET both offer a wide range of qualifications that lead to a wide range of salaries. The salary you earn is a result of your qualification and what you do with it – not where you get it.

Some people still think VET graduates earn lower wages than university graduates. But this is not true! VET grads can actually earn more than university graduates - the median full-time income for a vocational education graduate is \$56,000, compared to \$54,000 for students completing a Bachelor's degree. In fact, the highest starting salary for VET qualifications is a Cert IV in Hazardous Areas (Electrical), which starts at \$85,400 - higher than the highest starting salary for a Bachelor of Dentistry at \$80,000. (<https://www.axcelerate.com.au>)

Myth #2: There are fewer job opportunities for VET graduates.

Fact: More than half of all new jobs projected to be created by 2024 will be achievable with a VET qualification.

57% of new jobs projected by 2024 will be achievable with a VET qualification (Labour Market Information Portal 2020).

** Please note: The Labour Market has been affected by COVID19 and there is information to help students, parents, education/training providers and job seekers on the Department of Education, Skills and Employment's website **

Myth #3: VET is only for non ATAR eligible students.

Fact: VET is for all QCE students. It is important to choose studies and courses that support your pathway.

VET qualifications can lead to traineeships and apprenticeships in a variety of industries, further study/higher education and/or work outcomes. (QCAA, 2020).

Myth #4: You cannot go to university if you do VET at school.

Fact: Yes, you can still go to university if you do VET at school.

VET can be used in the calculation of your Australian Tertiary Admission Rank (ATAR) if you are eligible, for Cert III and above. If you do not achieve the ATAR you need, or if you are a QCE student, undertaking a VET qualification may give you an alternative pathway to university. (QCAA, Complementary Courses of Study 2020).

What is VET?

Vocational Education and Training (VET) are programs undertaken by high school students as part of the senior schooling phase of learning that provides credit towards a nationally recognised qualification within the Australian Qualifications Framework.

Let's break that down:

An extra qualification

You can gain a nationally recognised VET qualification while undertaking Queensland Certificate of Education (QCE). You receive the VET qualification from a Registered Training Organisation, such as a TAFE.

Connected to the workplace

VET qualifications can give you industry exposure and experience in the workplace that reinforces your skills development. This connection also makes for a smooth transition between training and work.

Units of competency

Units of competency are the building blocks that make up a VET qualification. Each unit of competency includes specific skills and knowledge.

Competency based assessment

VET students are assessed as 'competent' or 'not yet competent' in each unit of competency. To be assessed as competent, you must show a consistent application of skills and knowledge to the standard required in the workplace.

What's the benefits?



VET is a national system with qualifications that are recognised and can lead to employment anywhere in Australia.



VET qualifications can contribute towards your Queensland Certificate of Education (QCE) and Australian Tertiary Admission Rank (ATAR) dependent on your Subject Selection.



Students develop technical skills and employability skills through specialised training for a specific job or industry. Likewise, students develop non-technical skills that can be applied across different jobs and industries. Skills including communication, teamwork, problem solving and self-management.



Students gain knowledge through specialised training to understand and perform specific workplace tasks. Students learn practical knowledge of how an industry works which enables you to see the big picture and learn how to progress your career.



VET can lead to full-time, part-time or casual employment opportunities. This flexibility may allow you to follow multiple interests at the same time – like employment, further education and volunteering.



Students can earn while they learn - School-based apprenticeships and traineeships (SATs) allow you to earn an income as you train, study and work. SATs help students go places, whether that's a full-time job, a trade career, University, TAFE or other professional training



VET can lead to TAFE, further learning at a Registered Training Organisation (RTO) or University – it is up to you and your goals.

AUSTRALIAN QUALIFICATIONS FRAMEWORK (AQF)



The Australian Qualifications Framework (AQF) is the national policy for regulated qualifications in Australia. It incorporates qualifications from each education sector – schools, vocational education and training (VET) and higher education – into a single comprehensive framework. (The AQF: <https://www.aqf.edu.au/>)

QUICK FACTS

- The AQF was introduced in 1995
- The AQF supports lifelong learning by providing flexible qualification linkages and student pathways through Australia's three education sectors
- AQF qualifications are regulated, quality assured and nationally recognised
- 57% of VET students enrol in AQF Level 3 qualifications or higher
- Less than 1% of VET students enrol in AQF Level 8 qualifications
- The AQF is currently under review

THE AQF AND VET

AQF Level	Qualification Type	Volume of Learning
1	Certificate I	0.5 – 1 year
2	Certificate II	0.5 – 1 year
3	Certificate III	1 – 2 years
4	Certificate IV	0.5 – 2 years
5	Diploma	1 – 2 years
6	Advanced Diploma	1.5 – 2 years
7	Bachelor Degree	3 years
8	Bachelor Degree	1 year
	Graduate Certificate	0.5 – 1 year
	Graduate Diploma	1 – 2 years

What are the costs?

VET in Schools (VETiS) funding

Students undertaking VETiS, funded by the VET investment budget, can complete one employment stream qualification at the Certificate I or II level.

VETiS qualifications funded by the VET investment budget are listed on the [Priority Skills List](#) (DESBT Portal 2018-2023) by the Department of Employment, Small Business and Training (DESBT).

These qualifications have been identified in consultation with industry as leading to employment outcomes and are based on skills shortages and Queensland Government priorities.

Who is eligible to receive VETiS funded training?

To be eligible to access a [VETiS at school qualification](#) funded by the Queensland Government, prospective students must:

- Be currently enrolled in a secondary school, in Year 10, 11 or 12 (the duration of your VETiS at School course cannot be longer than your remaining high school studies);
- Permanently reside in Queensland;
- Be an Australian citizen, Australian permanent resident, a temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen.

What are the options

All students will have the option to either 'opt in' or 'opt out' of the VETiS funding. However, once a student has consumed their VETiS funding, they cannot use it again whilst at school.



How can VET prepare me for the future?

The National Skills Commission's (NSC's) five-year employment projections to November 2026, shows that total employment is projected to increase by 1,176,200 (or 9.1 per cent) over the five years to November 2026. (*Labour Market Information Portal 2020, Employment Outlook - Five years to November 2025, National Skills Commission*).

Each year, the National Skills Commission produces employment projections by industry, occupation, skill level and region for the following five-year period. These employment projections are designed to provide a guide to the future direction of the labour market, however, like all such exercises, they are subject to an inherent degree of uncertainty.

Health Care and Social Assistance is projected to make the largest contribution to employment growth over the period (increasing by 301,000 or 15.8 percent), followed by Professional, Scientific & Technical Services (206,600 or 16.8percent), Education & Training (149,600 or 13.4 percent), and Accommodation and Food Services (112,400 or 13.2 percent).

Together, these four industries are projected to generate 65.3 per cent of total employment growth over the five years to November 2026.

To read more and gain insights into employment projections, you can visit the [Labour Market Information Portal](#).

Industry	Projected employment growth – five years to November 2026	
	('000)	(%)
Agriculture, Forestry and Fishing	16.2	5.1
Mining	15.9	5.9
Manufacturing	23.1	2.7
Electricity, Gas, Water and Waste Services	2.6	1.9
Construction	66.4	5.8
Wholesale Trade	6.6	1.8
Retail Trade	55.1	4.3
Accommodation and Food Services	112.4	13.2
Transport, Postal and Warehousing	39.9	6.1
Information Media and Telecommunications	0.7	0.4
Financial and Insurance Services	33.2	6.3
Rental, Hiring and Real Estate Services	14.9	6.3
Professional, Scientific and Technical Services	206.6	16.8
Administrative and Support Services	28.8	6.4
Public Administration and Safety	59.2	6.4
Education and Training	149.6	13.4
Health Care and Social Assistance	301.0	15.8
Arts and Recreation Services	23.7	10.1
Other Services	20.3	3.7
All Industries	1176.2	9.1

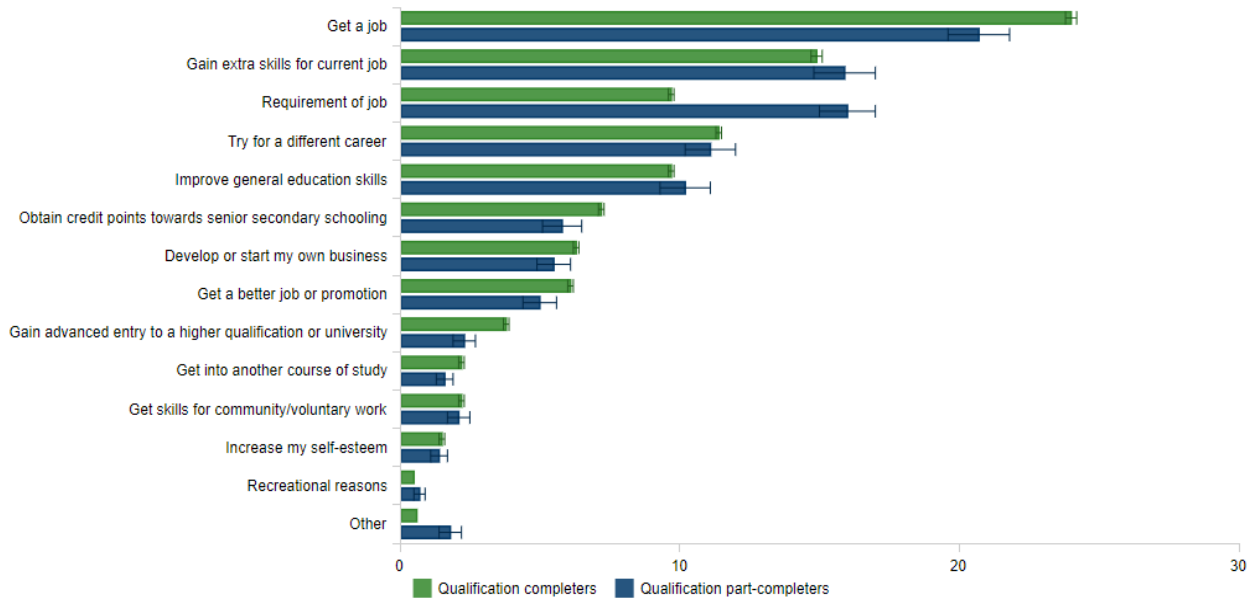
Table 1: Employment Outlook to November 2026 - (Labour Market Insights)

VET STUDENT OUTCOMES 2022

(VET Student Outcomes 2022, Research & Statistics, NCVET)

Main reason for training

(Overall, 72.3% of qualification completers and 74.1% of qualification part-completers undertook training for employment-related reasons. The main reason for training was 'to get a job', as cited by 24.0% of qualification completers and 20.7% of qualification part-completers.



Employment Outcomes

In 2022, 65.0% of qualification completers had an improved employment status after training, up 4.4 percentage points from 2021.

- 65.7% of qualification completers were employed before training. Of these:
 - 17.3% were employed at a higher skill level after training, up 0.8 percentage points from 2021.
 - 37.1% were employed in a better job after training, down 1.7 percentage points from 2021.
- 34.3% of qualification completers were not employed before training. Of these:
 - 49.6% were employed after training, up 6.3 percentage points from 2021.

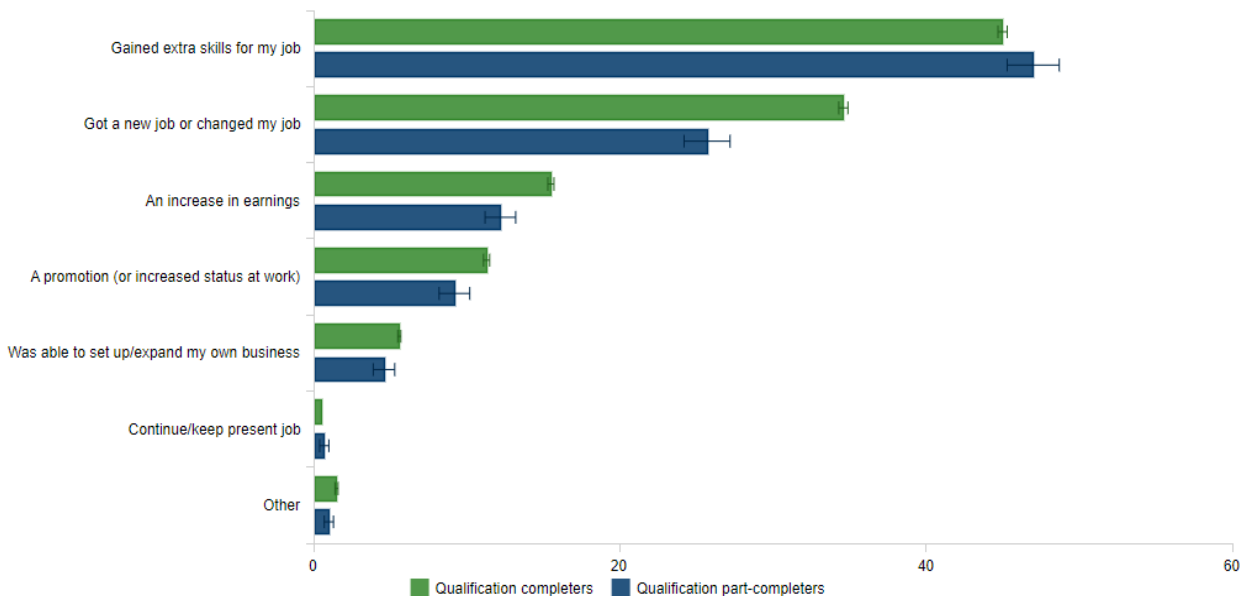
26.3% of qualification completers were employed after training in the same occupation as their qualification, up 1.6 percentage points from 2021. A further 29.0% were employed in a different occupation but found the training relevant, up 2.4 percentage points from 2021.

The median annual income for students who completed a certificate II or higher-level qualification and were employed full-time after training was \$62 000. By field of education, income was highest for those who completed a qualification in Engineering and related technologies (\$68 500) and lowest for Mixed field programmes (\$41 400).

Job Related Benefits from VET Training:

Of those employed after training:

The most commonly cited job-related benefit was 'gained extra skills for my job', cited by 45.0% of qualification completers and 47.0% of part-completers, followed by 'got a new job or changed my job' (34.6% of qualification completers and 25.7% of part-completers).



Satisfaction with Training

As reported in 2022, compared with 2021:

- 88.9% of qualification completers were satisfied with the training overall
- 76.7% of qualification part-completers were satisfied with the training overall
- 84.4% of qualification completers are likely to recommend their training provider
- 73.9% of qualification part-completers are likely to recommend their training provider

Fast Facts

The VET student outcomes show that **87.2%** of VET graduates achieved their goal for training (VET Student Outcomes, NCVET Statistical report, December 2022).



65.0% had an improved employment status after training.



65.7% were employed before training.



88.9% were satisfied with the overall quality of training.



87.2% of graduates achieved their goal for training.



33.4% of graduates commenced further study after training.



84.4% would recommend their training provider.



65.0% of subject completers had an improved employment status after training.



What is SAT?

[SAT is a School-based Apprenticeship or Traineeship.](#)

School-based apprenticeships and traineeships (SATs) allow high school students, generally in Years 10, 11 or 12, to work for an employer and train towards a recognised qualification, while completing their secondary schooling and studying for their Queensland Certificate of Education (QCE).

SATs can help you get practical on the job training, a trade career, University, TAFE or other training.

*“The difference between
ordinary and extraordinary
is that little extra.”*

School-based apprentices and trainees, typically in Years 10, 11 and 12, are trained in the workplace and with a supervising registered training organisation (SRTO), in their chosen apprenticeship or traineeship while continuing to study towards their Queensland Certificate of Education (Senior Certificate or equivalent).

To commence a school-based apprenticeship or traineeship (SAT), a student must have the support of the employer, the school, the SRTO, and their parent or caregiver.

The employer, student and parent or caregiver (if applicable and appropriate) will be required to sign a training contract (with the assistance of an Australian Apprenticeship Support Network [AASN] provider) agreeing to work together for the length of the apprenticeship or traineeship.

It is anticipated that, prior to lodging the training contract for registration, the AASN provider will ensure that the parties to the contract work together, and with the parent or caregiver and the school, to negotiate a schedule of education, training and employment ([ETES](#) – Form to complete). There must be some impact on the student's school timetable for the program to be considered school-based and this schedule will show that impact.

Paid employment under SAT

All school-based apprentices and trainees are paid for time spent working with their employer.

It is expected that the employer will provide 7.5 hours per week of paid employment, which may be averaged over a 3-month period. The employer may provide the equivalent of a 'day' employment as part days across the week. The employer is expected to be able to provide 375 hours (50 days) of paid employment over each 12-month period from the date of commencement of the training contract. These hours are to be negotiated with the school and the school-based apprentice or trainee prior to the commencement of the training contract. A school-based apprentice or trainee can work additional hours or days including during weekends or across school holidays as agreed between the parties.

Prior to completing a school-based training contract, a trainee must have completed 50 days of paid employment for each year of the equivalent full-time nominal term of the traineeship.

[Guide to school-based apprenticeships and traineeships](#)

The Guide to school-based apprenticeships and traineeships is a comprehensive document covering all aspects of the school-based arrangement, including requirements, roles and responsibilities.

This guide details the requirements which are specific to school-based apprenticeships and traineeships (SATs) and additional to the requirements for all apprenticeships and traineeships.



VET Pathways

There are three different pathways for senior schooling that can include a VET qualification course.

Pathway A - Academic Pathway (ATAR)

Pathway B - Blended Pathway (ATAR &/or Future Skills)

Pathway C - Future Skills

Students in every Pathway are expected to have an attendance rate of at least 95%, engage fully in the program of instruction and complete all assessment to a satisfactory (C or above) standard. Students who fail to meet the above expectations will have their enrolment reviewed and this may result in cancellation.

VET Qualification, the ATAR and Tertiary Selection:

Did you know that a Certificate III, IV or a Diploma is a pathway to University?

You can convert your results to a selection rank, which will give you an idea of which University you can apply to. There are different selection ranks assigned to Australian Qualification Framework (AQF) courses for each University and different requirements.

Some Universities may require you to sit a Special Tertiary Admissions Test and/or if the Certificate does not meet the English subject prerequisite. The English prerequisite can be satisfied by achieving a minimum grade of C (Units 3 and 4) in English, English as an Additional Language, Literature or English and Literature Extension in Year 12.

“Education is the most powerful weapon you can use to change the world”

-Nelson Mandela

Courses meeting industry

The VET Program offerings align to Industry. The courses are real life and deliver practical industry relevant training to our students.

* A completed Australian Quality Framework (AQF) Certificate III, IV or higher, undertaken while at high school, TAFE or through a private provider, may allow you to apply to study a range of degrees at selected Universities, please see QTAC #whatsyourpathway

Industry	Course	Duration	Schedule	Cost	QCE Points	Registered Training Organisation (RTO)
Construction	Cert I Construction	1 year	Wednesday, Period 4	VETiS	3	My Industry Training
Logistics	Cert II Supply Chain Operations and Cert II Food Processing (Dual)	2 terms	Wednesday, Period 4	VETiS	6	Strategix Training Group
Community Services	Cert II Community Services	2 terms	Wednesday, Period 4	VETiS	4	Strategix Training Group
Health Care	Cert III in Fitness	2 years	Timetabled subject	\$550	8	Binnacle Training
Health Care	Cert II in Health Support & Cert III in Health Services Assistance	2 years	Timetabled subject	\$899	8	Strategix Training Group
Professional Services	Certificate III in Business	2 years	Timetabled subject	\$360	8	Binnacle Training
Professional Services	Diploma of Business	2 years	Wednesday, Period 4	\$2,400	8	Strategix Training Group

** Cost may be subject to change

You can visit the below resources regarding VET entry as a pathway:

When applying for tertiary study via QTAC each university will have their own policies for entry in relation to VET qualifications and subjects and are subject to change. We suggest you talk directly to universities regarding VET entry.

Griffith University <https://www.griffith.edu.au/apply/guaranteed-admission-scheme/early-offer>

Queensland University of Technology <https://www.qut.edu.au/study/applying/recent-secondary-education>

University of Southern Queensland <https://usq.edu.au/study/degrees/pathway-programs>

QTAC – ATAR and VET Qualifications <https://www.qtac.edu.au/wp-content/uploads/2020/08/ATAR-FACT-SHEET-VET-JULY-2020.pdf>

TAFE QTAC Schedules <https://tafeqld.edu.au/how-to-apply/qtac-applications-schedules-for-selection-ranks.html>

Certificate I in Construction

Additional Learning Option

Registered Training Organisation: Course offered by Adapt Education. Training and assessment delivered by My Industry Training

RTO Code: 32452

Qualification Code and Title: CPC10120: Certificate I in Construction

Course Overview:

Certificate I in Construction is a yearlong standalone VET subject offered in Year 11. It gives students National Industry recognition and contributes 3 QCE credit points. This qualification introduces students to the construction industry, its culture, occupations, job roles and workplace expectations. The course has both practical and theory elements. Students will be required to use tools and equipment to construct a project throughout the course. The certificate course is trained and assessed by My Industry Training and the qualification issued by Adapt Education.

Course Outcomes:

- Certificate I in Construction (CPC10120)
- White Card (General Construction Induction)
- Opportunity for work experience and apprenticeships

Successful completion of the Certificate I qualification contributes up to a **maximum of three (3) credits** towards a student's **QCE (Preparatory)**.

Cost: Fee free under VETiS funding by the Qld Government for eligible students.

Duration: 1 Year, Wednesdays Period 4

Course Code	Unit Description	Course Assessment
CPCCCM2004	Handle construction materials	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Exams Teacher observation Teacher questioning
CPCCCM2005	Use construction tools and equipment	
CPCCCM1011	Undertake basic estimation and costing	
CPCCOM1012	Work effectively and sustainably in the construction industry	
CPCCOM1013	Plan and organise work	
CPCCVE1011	Undertake a basic construction project	
CPCCWHS1001	Prepare to work safely in the construction industry	
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	
CPCCOM1014	Conduct workplace communication	
CPCCOM1015	Carry out measurements and calculations	
CPCCOM2001	Read and interpret plans and specifications	

Further Information: Please see the Senior Schooling HOD or VET Pathways Officer for expression of interest.

Certificate II in Food Processing

Certificate II in Supply Chain Operations

Additional Learning Option – Dual Qualification

Registered Training Organisation: Strategix Training Group

RTO Code: 31418

Qualification Code/s and Title: FBP20117: Certificate II in Food Processing

TLI20420: Certificate II in Supply Chain Operations

Course Overview:

The Logistics Academy is informative and practical with topics relevant to current warehousing trends, including RF scanners, stock control and forklift operation. The Strategix Logistics Academy will help you gain accredited qualifications, practical skills and qualifications that will assist you to get the job you want.

Successful completion of the dual qualification contributes up to a **maximum of six (6) credits** towards a student's **QCE (Core)**.

Cost: FBP20117 Certificate II in Food Processing is fee free under VETiS funding by the Qld Government for eligible students. TLI20420: Certificate II in Supply Chain Operations a fee for service. Cost: \$100.00.

*** If the student has used their VETiS funding, the course fee will be \$1,500.

Duration: 2 Terms, Wednesdays Period 4

FBP20117: Certificate II in Food Processing

Course Code	Unit Description	Course Assessment
FDFOP2064A	Provide and apply workplace information	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Exams Teacher observation Teacher questioning
FDFOP2063A	Apply quality systems and procedures	
FDFOHS2001A	Participate in OHS processes	
FBPWHS3001	Contribute to WHS processes	
MSMENV272	Participate in environmentally sustainable work practices	
FDFFS2001A	Implement the food safety program and procedures	
FDFOP1003A	Carry out manual handling tasks	
FDFPPL2001A	Participate in work teams and groups	
FDFOP2061A	Use numerical applications in the workplace	
FBPOPR2010	Work with temperature-controlled stock	
FDFOP2005A	Work in a socially diverse environment	
TLIA2014	Use product knowledge to complete work operations	
TLIK2010	Use info technology devices in the workplace	

TLI20420: Certificate II in Supply Chain Operations

** RPL credit transfer on successful completion and competency awarded from FBP20117

Course Code	Unit Description	Course Assessment
TLIE1003	Participate in basic workplace communication	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Exams Teacher observation Teacher questioning
TLIX0023	Identify the roles and functions of the supply chain industry	
TLIA2013	Ensure the safety of transport activities (Chain of Responsibility)	
TLIF1001	Follow work health and safety procedures	
TLID1001	Shift materials safely using manual handling methods	
TLIG1001	Work effectively with others	
TLIG2007	Work in a socially diverse environment	
TLIU2012	Participate in environmentally sustainable work practices	

Further Information: Please see the Senior Schooling HOD or VET Pathways Officer for expression of interest

Certificate II in Community Services

Registered Training Organisation: Strategix Training Group

RTO Code: 31418

Qualification Code and Title: CHC22015 Certificate II in Community Services

Course Overview:

Certificate II in Community Services is an informative and practical course with topics relevant to the current Community Sector. This certificate will prepare you to work in a range of community services roles including Aged Care, Disability, Youth Work and others. You will be better equipped for working as a personal carer, aged care worker, case manager, youth worker and a range of other jobs. With the qualifications you gain through Strategix, you will have the edge to get the job you want.

Successful completion of the Certificate II qualification contributes up to a **maximum of four (4) credits** towards a student's **QCE (Complementary)**.

Cost: CHC22015 Certificate II in Community Services is fee free under VETiS funding by the Qld Government for eligible students.

*** If the student has used their VETiS funding, the course fee will be \$1,500.

Duration: 2 Terms, Wednesdays Period 4

Placement: 20hours required

CHC22015: Certificate II in Community Services

Course Code	Unit Description	Course Assessment
CHCCOM001	Provide first point of contact	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Placement Exams Teacher observation Teacher questioning
CHCCOM005	Communicate and work in health or community services	
CHCDIV001	Work with diverse people	
BSBWOR202	Organise and complete daily work activities	
HLTWHS001	Participate in workplace health and safety	
HLTINF001	Comply with infection prevention and control policies and procedures	
CHCECE002	Ensure the health and safety of children	
CHCECE004	Promote and provide healthy food and drinks	
CHCVOL001	Be an effective volunteer	

Further Information: Please see the Senior Schooling HOD or VET Pathways Officer for expression of interest

Certificate III in Fitness

Registered Training Organisation: Binnacle Training
Qualification Code/s and Title: SIS30315: Certificate III in Fitness

RTO Code: 31319

Course Overview:

Students will participate in the delivery of a range of fitness programs and services to clients within their school community. Graduates will be competent in a range of essential skills – such as undertaking client health assessments, planning and delivering fitness programs, and conducting group fitness sessions in indoor and outdoor fitness sessions, including with older adult clients. This program also includes the following:

- First Aid qualification and CPR certificate
- A range of career pathway options including direct pathway into Certificate IV in Fitness (Personal Trainer) at another RTO

Program delivery will combine both class-based tasks and practical components in a real gym environment at the school. This involves the delivery of a range of fitness programs to clients within the school community (students, teachers, and staff). A range of teaching/learning strategies will be used to deliver the competencies.

A Language, Literacy & Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content. Please refer to Binnacle Training's [Student Information](#) document for a snapshot of reading, writing and numeracy skills that would be expected in order to satisfy competency requirements.

Successful completion of the Certificate III contributes up to a **maximum of eight (8) credits** towards a student's **QCE (Core)**.

Cost: \$550.00 **Duration:** 2 years timetabled subject

Course Code	Unit Description	Course Assessment
HLTWHS001	Participate in workplace health and safety	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Hand on activities involving participants Group work Practical experience within school sporting programs and fitness facility Teacher observation Teacher questioning
SISXEMR001	Respond to emergency situations	
HLTAID003	Provide first aid	
SISXCCS001	Provide quality service	
SISXIND001	Work effectively in sport, fitness and recreation environments	
SISXCAI002	Assist with activity sessions	
SISXFAC001	Maintain equipment for activities	
BSBSUS201	Participate in environmentally sustainable work practices	
BSBRK401	Identify risk and apply risk management processes	
SISFFIT001	Provide health screening and fitness orientation	
SISFFIT003	Instruct fitness programs	
SISFFIT004	Incorporate anatomy and physiology principles into fitness programming	
SISFFIT006	Conduct fitness appraisals	
SISFFIT002	Recognise and apply exercise considerations for specific populations	
SISFFIT005	Provide healthy eating information	
SISFFIT014	Instruct exercise to older clients	

Further Information: Please see the Head of Department - HPE, Sport, Food & Fashion

Important Information:

This Subject Outline is to be read in conjunction with Binnacle Training's Program Disclosure Statement (PDS). The PDS sets out the services and training products Binnacle Training provides and those services carried out by the 'Partner School' (i.e. the delivery of training and assessment services). To access Binnacle's PDS, visit: www.binnacletraining.com.au/rto and select 'RTO Files'.

Certificate II in Health Support Services and Certificate III in Health Services Assistance

Additional Learning Option – Dual Qualification

Registered Training Organisation: Strategix Training

RTO Code: 31418

Qualification Code and Title: HLT23215: Certificate II in Health Support Services

HLT33115: Certificate III in Health Services Assistance

Course Overview:

Health and community services training is linked to the largest growth industry in Australia, estimated to grow by 20% over the next five years. These programs combine to provide students with entry level skills necessary for a career in the health sector and also provide a pathway to pursue further study. Skills acquired in this course include first aid, effective communication, workplace health and safety, infection control, understanding common medical terminology, conducting health checks, recognising healthy body systems and working with diverse people.

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

Successful completion of the dual qualification contributes up to a **maximum of eight (8) credits** towards a student's **QCE (Core)**. Up to 4 points for completion of the Certificate II and up to a further 4 points for completion of the Certificate III.

Work Experience:

Students are highly encouraged to complete a minimum of 20 hours work experience in a health or community service facility to strengthen their skills, knowledge and employability.

Strategix Training considers industry experience to be a very important inclusion of the Certificate III qualifications.

Pathways:

Potential options may include:

- Various Certificate IV qualifications
- Diploma of Nursing
- Bachelor Degrees (B.Nursing)
- Entry level employment within the health industry

Cost: \$899 (two years of study) for 2 qualifications

Students may be able to access funding to help subsidise the cost of their training. Students are required to pay directly to RTO. Contact the VET Coordinator or Strategix to explore potential options.

Duration: 2 years timetabled subject

HLT23215: Certificate II in Health Support Services

Course Code	Unit Description	Course Assessment
BSBWOR203	Work effectively with others	Assessment is competency based. Assessment techniques include: <ul style="list-style-type: none"> • observation • folios of work • questionnaires • written and practical tasks
BSBCUS201	Deliver a service to customers	
CHCCOM001	Provide first point of contact	
CHCCOM005	Communicate and work in health or community services	
CHCDIV001	Work with diverse people	
BSBWOR202	Organise and complete daily work activities	

HLTWHS001	Participate in workplace health and safety	
HLTINF001	Comply with infection prevention and control policies and procedures	
BSBADM101	Use business equipment and resources	
CHCCCS020	Respond effectively to behaviours of concern	
CHCCCS026	Transport individuals	
HLTFSE001	Follow basic food safety practices	

HLT33115: Certificate III in Health Services Assistant

** Successful completion of HLT23215 is required before commencing HLT33115. Six units of competency are credit transferred from HLT23215 to fulfil the package requirements of HLT33115.

Course Code	Unit Description	Course Assessment
BSBWOR301	Organise personal work priorities and development	Assessment is competency based. Assessment techniques include: <ul style="list-style-type: none"> • observation • folios of work • questionnaires • written and practical tasks
HLTAAP001	Recognise healthy body systems	
CHCMHS001	Work with people with mental health issues	
CHCCCS009	Facilitate responsible behaviour	
CHCCCS012	Prepare and maintain beds	
HLTAID011	Provide first aid	
CHCCCS002	Assist with movement	
BSBMED301	Interpret and apply medical terminology appropriately	

Qualification Issuance: Students deemed competent in all units of competency will be awarded the qualification and a record of results by Strategix. Students who achieve at least one unit of competency (but not the full qualification) will receive a Statement of Attainment.

Further Information: Please see the Head of Department - HPE, Sport, Food & Fashion

Certificate III in Business

Registered Training Organisation: Binnacle Training

RTO Code: 31319

Qualification Code/s and Title: BSB30120: Certificate III in Business

Course Overview:

This qualification reflects the varied roles of individuals across different industry sectors who apply a broad range of competencies using some discretion, judgment and relevant theoretical knowledge. Students develop key enterprise skills – including leadership and innovation, customer service, personal management, teamwork and financial literacy – through project-based learning. Successful completion of this course gives students the skills to confidently seek career opportunities in business and/or pursue further study.

Successful completion of the Certificate III contributes up to a **maximum of eight (8) credits** towards a student's **QCE (Core)** and **may contribute towards a student's ATAR**.

A Language, Literacy and Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content.

Cost: \$380.00

Duration: 2 years timetabled subject

BSB30120: Certificate III in Business

Course Code	Unit Description	Course Assessment
BSBPEF201	Support personal wellbeing in the workplace	Competency Based. Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Exams Teacher observation Teacher questioning
BSBPEF301	Organise personal work priorities	
FNSFLT311	Develop and apply knowledge of personal finances	
BSBWHS311	Assist with maintaining workplace safety	
BSBSUS211	Participate in sustainable work practices	
BSBXCM301	Engage in workplace communication	
BSBTWK301	Use inclusive work practices	
BSBXTW301	Work in a team	
BSBCRT311	Apply critical thinking skills in a team environment	
BSBTEC301	Design and produce business documents	
BSBWRT311	Write simple documents	
BSBTEC303	Create electronic presentations	
BSBOPS304	Deliver and monitor a service to customers	

Further Information: Please see the Head of Department - Business and International

Important Information:

Please read Binnacle Training Program Disclose Statement (PDS)

The PDS sets out the service and training products Binnacle Training provides and those services carried out by the *Partner School*. (i.e. the delivery of training and assessment services)

To access Binnacle's PDS, visit: <http://www.binnacletraining.com.au>

Diploma of Business

Registered Training Organisation: Strategix Training

RTO Code: 31418

Qualification Code and Title: BSB50120: Diploma of Business

Course Overview:

The Diploma of Business program provides an umbrella view of the business world. Students will have access to a variety of theory and practical learning opportunities, which will give you specialised knowledge and high level of understanding to prepare you to undertake a professional career in the corporate or business marketplace. This qualification provides a broad range of skill-sets desired by modern companies, including communicating with influence, project management, workforce planning management, human resources and risk management.

The successful completion of this course provides graduates with high-level business skills to enhance with a solid foundation for further graduate studies. This course may be used for possible credits towards an undergraduate degree. A Diploma in Business will open your world to endless pathways across many different fields, including human resources, marketing, banking, retail, accounting and small business. This qualification can provide a meaningful pathway to either the workforce and/or University.

A Language, Literacy & Numeracy (LLN) Screening process is undertaken at the time of initial enrolment (or earlier) to ensure students have the capacity to effectively engage with the content. Please refer to Strategix [Student Information](#) document for a snapshot of reading, writing and numeracy skills that would be expected in order to satisfy competency requirements.

Successful completion of the Diploma contributes up to a **maximum of eight (8) credits** towards a student's **QCE (Complementary)**.

Cost: \$2,400.00 *Monthly instalment plans available at an additional enrolment fee charge \$100.

Duration: 2 Years, Wednesdays Period 4

Course Code	Unit Description	Course Assessment
CORE UNITS		Competency Based.
BSBCRT511	Develop Critical Thinking in Others	Assessment will be delivered using a variety of techniques, including: Practical assessment Written tasks Exams Teacher observation Teacher questioning
BSBFIN501	Manage Budgets and Financial Plans	
BSBOPS501	Manage Business Resources	
BSBXC501	Lead Communication in the Workplace	
BSBSUS511	Develop Workplace Policies and Procedures for Sustainability	
ELECTIVE UNITS		
BSBOPS404	Implement Customer Service Strategies	
BSBOPS504	Manage Business Risk	
BSBPMG430	Undertake Project Work	
BSBTWK503	Manage Meetings	
BSBESB401	Research and Develop Business Plans	
BSBSTR402	Implement Continuous Improvement	
BSBMKG541	Identify and Evaluate Marketing Opportunities	

University Pathways:

Strategix has established direct pathways into some of Australia's leading Universities enabling student's entry into selected bachelor degrees with credit transfers, up to 12 months off their course saving time and money. Please see <https://strategix.edu.au/courses/course/diploma-of-business> to learn more.

Further Information: Please see the Senior Schooling HOD or VET Pathways Officer for expression of interest.

Creating a USI

Students must obtain a Unique Student Identifier (USI) to enrol in VET Pathways.

Students must apply for a USI at <https://www.usi.gov.au>

NOTE: Students will not be issued with either a Certificate or Statement of Attainment or be awarded QCE points if they have not provided a Unique Student Identifier (USI) to the school and RTO.

You will need one of the following forms of ID to create your USI such as a:

- Passport (Australian)
- Medicare Card
- Driver's License
- Non-Australian Passport (with Australian Visa)
- Birth Certificate (Australian)
- Certificate of Registration by Descent
- Citizenship Certificate
- ImmiCard

Frequently Asked Questions

Why doesn't the VET investment budget subsidise Certificate III level VETiS qualifications?

VETiS qualifications on the Priority Skills List are only at the Certificate I and II level. Students completing Certificate III level qualifications is by participating in a SAT may also be VETiS funded.

The VET investment budget will fund certificate III level qualifications for VETiS in certain circumstances. Industry bodies or local employers can submit an Industry Proposal Funding Submission to the department which must demonstrate local employment opportunities as a result of this training.

Students can still complete Certificate III qualifications that are delivered and resourced by school RTOs, or are self-funded.

(DESBT Portal, Training, Training and careers, Subsidised training and incentives VET in schools, 2020)

Can school leavers access subsidised training if they have done VETiS?

Students who complete a VETiS qualification at school, even at the Certificate III level or higher, are still eligible to access further Queensland Government subsidised training post-school, such as free TAFE for Year 12 graduates and Certificate III Guarantee.

To support Year 12 graduates into work, the Queensland Government offers free TAFE in high priority areas. Eligible Year 12 graduates must enrol and start training in a high priority qualification within the calendar year after leaving school to take advantage of this great opportunity.

(TAFE QLD, Year 12 Fee Free, 2020)

(DESBT <https://desbt.qld.gov.au/training/training-careers/incentives/certificate3>)

How do I get an apprenticeship or traineeship (SAT)?

The first thing you need to do is find an employer. You can do this by looking through job ads or try talking to family and friends to see if they know of any opportunities. Senior Schooling send out regular communications and newsletters with SAT opportunities that you can apply for.

The Australian Government contracts Australian Apprenticeship Support Network (AASN) Providers are the first point of contact to provide information and advice to support employers, apprentices and trainees across Australia to better navigate the apprenticeship and traineeship system.

You can register at your interest or subscribe to the job board at any of the below APSN providers:

Busy at Work

Email: busy@busyatwork.com.au

Web: www.busyatwork.com.au

MEGT (Australia) Ltd

Email: info@megt.com.au

Web: www.megt.com.au

MAS National Pty Ltd

Email: info@masexperience.com.au

Web: www.masexperience.com.au

Sarina Russo Job Access

Email: apprenticeships@sarinarusso.com.au

Web: www.sarinarusso.com/apprentices/

What job can I get by studying a VET course?

There are many opportunities for graduates of a VET qualification.

My Skills website is the national directory of vocational education and training (VET) organisations and courses. It is an Australian Government initiative to enable consumers to search for, and compare, VET courses and training providers.

The [Skills Match](#) tool that will show you jobs or careers that use your skills.

SAT Interview Tips

Job interview preparation and tips for success

There are many different types of interviews, ranging from conversations lasting a few minutes to several formal meetings, sometimes with more than one interviewer. The interview process allows you to demonstrate that you are the right candidate for the job.

The following tips might help:

- »»» Before the interview you should plan ahead. If you need some support at school to prepare and plan, email the Industry Liaison Officer.
- »»» Review your research about the company and the position. Who are they, what are their values and what products or services do they sell/supply?
- »»» Practice interviewing. Enlist a friend (better yet, a group of friends or family members) to ask you sample questions. Practice making eye contact, sitting upright and smiling.
- »»» Video record your practice sessions. Pay attention to body language and verbal presentation. Eliminate verbal fillers, like “uh,” and “um.” Practice using positive body language to signal confidence, even when you’re not feeling it.
- »»» Employers are looking for enthusiasm and a willingness to learn when it comes to choosing the right person for the role, so show that you have those two attributes in spades.
- »»» Make a list of key attributes or skills required and think about how you can demonstrate your strengths for each of these.
- »»» Handle logistics early. Have your clothes, resumé, and directions to the interview site ready ahead of time, to avoid any extra stress.

The STAR technique

(Situation – Task – Action – Result)

Situation - Describe a situation you were in. For example, a fellow student was struggling with an assessment.

Task - Tell them what you decided to do. For example, I sat down with my friend to discuss how I could help.

Action - Describe what you actually did. For example, I gave my friend examples of how I improved my own research.

Result - Tell them what happened as a result of your actions. For example, his/her self-confidence improved dramatically and was able to submit the assessment.

You may have more experience than you think. Think about any part-time jobs, volunteering opportunities or responsibilities you've had, such as babysitting, mowing lawns, captain of a sports team, delivering newspapers, or tutoring others. If it can demonstrate punctuality, reliability and other attributes, be sure to mention it!



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