

**NOWRA**  
HIGH SCHOOL

# SUBJECT INFORMATION

Preliminary and HSC  
Courses

Year 11 2022



# Principal's Message

This booklet provides information and advice for students and parents/carers, about the Preliminary course, leading to the award of the Higher School Certificate (HSC).

Following changes to school leaving age legislation students now need to remain at school, or another educational or training institution, until they reach the age of 17. The only exemption is if the young person is in full time permanent employment which is 25 hours per week.

The HSC offers an extensive range of subjects for students. Before selecting any subject, students should read the information carefully and think about the types of career opportunities they would like to pursue.

Students should also talk to their teachers, Year Adviser and the Careers Adviser, about the nature of subjects they are interested in. As well as the traditional HSC subjects, there is an increased emphasis being placed on Vocational Education and Training Courses (VET) which can count towards the Australian Tertiary Admission Rank (ATAR) and provide students with valuable employment related skills.

The level of study selected by students for Preliminary English and Mathematics, will be reviewed by Head Teachers based on **final** Year 10 assessment grades. Students undertaking the Preliminary HSC beginning in 2022 are provided with the widest selection of courses possible. Options available to allow this may involve students completing some of their courses at a neighbouring high school, at TAFE or with an external provider.

The replacement of the School Certificate with the Record of School Achievement (RoSA) means that students will receive an exit credential when leaving school at any point prior to completing the HSC. This places the responsibility on students to perform at their potential at all times during the Preliminary and HSC courses to ensure that they achieve results which reflect their abilities.

The school expects commitment from students to their own education and to the school generally, including wearing uniform, leadership by example, hard work and participation. From experience we know that these are the basic requirements for students to be successful and reach their potential in the HSC.

The staff of Nowra High School are committed to young people being successful in schooling. Students will be provided with a curriculum that meets their needs, resources to support their learning, professional teaching practice and a variety of activities that will help students mature into productive members of the community.

You will find a variety of courses to choose from in these pages. Students should be aiming to make subject choices with their interests, goals and abilities in mind. The school will then work hard to provide a course pattern that meets their needs.

***Mr Glen Kingsley ~ Principal***

# SENIOR SCHOOL 2022

In the senior school, you are expected to take an increasingly active role in your own learning. You must be prepared to spend considerable time each night on assignments and study in Year 11. Successful senior students think ahead, apply themselves with diligence, stick to their plans when they are successful, change them when they are not. They have clear goals and are **positive** about themselves, their school, their studies and their future.

## Course Selection

*What type of courses are offered?*

Students in the senior years at Nowra High School are offered both vocational and general education courses. Vocational education and training courses are offered at the school, and students also have access to external courses including TAFE courses through the TAFE Delivered Vocational Education and Training Course Program. Students can study vocational education courses, gaining employment related training, as well as studying general education courses for the award of the HSC. Students intending to continue their education at university can take a range of courses that lead to university entrance. Some courses can be combined which provide vocational education as well as entry to university.

Your selection of courses for the senior years is an important one, and should only be made after considering the following points:

### 1. *Your ABILITY*

Be **realistic** about yourself. Build on your strengths. If you know you are good in a particular area, select subjects that will develop your strengths and enable you to go on achieving well.

### 2. *Your INTERESTS*

You should choose courses you are interested in and/or those which may relate to your career choice.

### 3. *Your CAREER GOALS*

You do not need to know exactly what you wish to do, but you should have a general idea of those careers which interest you most.

### 4. *Further Education and Training and CREDIT TRANSFER TO TAFE*

If you take certain subjects in combination you can gain considerable credit transfer to TAFE courses and other training providers. These courses also provide career specific training which can be taken into account when applying for University Early Entry. At the same time you will be able to study at school and complete "on the job training" in the workplace during school time. If you do not intend going on to study at university you should seriously consider including subjects from the **VOCATIONAL EDUCATION PATHWAY** in your HSC.

### 5. *Tertiary REQUIREMENTS*

If you are intending further study at university, you must look carefully at courses you may wish to study after the HSC to see what the requirements are. As the requirements for tertiary courses vary, you must be sure you have accurate information. Be sure to select Preliminary Courses that will lead to a pattern of courses in the HSC year that will qualify you for an Australian Tertiary Admission Rank (ATAR).

## ***Making the Best Decision***

### **Make sure you are correctly informed. Check it out for yourself!**

Talk to your Careers Adviser, Year Adviser and your teachers. Read this booklet carefully and talk to your parents about your course selections. For Preliminary **English and Mathematics**, Head Teachers will review **final** Year 10 grades to provide advice to students about the level of study best suited for them.

### **Choose courses that will give you the maximum benefit when you leave school either to:**

- take up further education or
- enter a training course with TAFE or another provider of training or
- take up employment combined with training or
- take up full time employment

### **Don't choose a course because:**

- your friends are doing it,
- you have heard it's a good way of getting marks,
- a particular teacher may or may not have the class,
- you have been told the course is a "bit of a bludge".

Pay attention to the three important areas stressed on the second 2 pages of this book.

**YOUR abilities, YOUR interests and YOUR plans for the future. Be REALISTIC** about yourself. Recognise your skills and limitations. Choose your courses accordingly.

### **The Higher School Certificate - What is it?**

#### ***What are you aiming for?***

- a. A Record of Achievement detailing all Preliminary courses satisfactorily completed.
- b. A Record of Achievement, which indicates for each course satisfactorily completed, your scaled HSC examination mark and your moderated school assessment mark, for each course.
- c. A HSC and Vocational Training accredited by the NSW Education Standards Authority (NESA) and the Australian Skills Quality Authority (ASQA), which also prepares you for employment and further training.
- d. Australian Tertiary Admission Rank (if the combination of courses you have chosen qualify you for the Award of an ATAR) based on your best ten units of Board Developed HSC courses.

#### ***What do you have to do to qualify for a HSC?***

You must have:

- a satisfactory record of attendance
- a pattern of study in both Preliminary and HSC courses which meets Board of Studies requirements
- a satisfactory record of completion of course requirements
- meet assessment requirements and have made a serious attempt at the HSC examinations.

## ***What is the difference between Preliminary and HSC courses?***

Preliminary courses are studied in Year 11. You must satisfactorily complete the course work and the assessment requirements in a Preliminary Course before being considered for entry into a HSC course. HSC courses follow on from the Preliminary courses (i.e. the work you do in a Preliminary course is "assumed knowledge" for the HSC course).

Preliminary courses start at the beginning of Year 11 and run for three terms. It is important for you to choose your courses carefully. It will not be possible for you to change courses after final enrolments are taken in Term 1 2022.

## ***When do HSC courses start?***

HSC courses will start at Nowra High School at the beginning of Term 4. This means that you will start your HSC courses in Term 4 next year (2022).

## ***Are there different types of Preliminary and HSC courses?***

### **A. BOARD DEVELOPED COURSES (BDCs)**

The Board of Studies develops these courses. They are accepted by universities for matriculation purposes and count towards the Australian Tertiary Admission Rank (ATAR). There are restrictions on the number of certain courses that may be taken if you want an ATAR. These restrictions are explained on the next page.

There are **three** types of Board Developed Courses:

#### **1. Board Developed Courses:**

These are formally examined at the HSC and assessed by the school. Both the HSC exam mark and school assessment mark are recorded on the HSC record of achievement.

#### **2. Board Developed Vocational Education Framework Courses:**

In 2022, NHS is offering VET courses in Retail Services, Construction Pathways, Hospitality and Manufacturing and Engineering. These courses are developed from the National Training Framework and are recognised as training courses by all states and territories. Students can choose to include one of these courses towards the calculation of their ATAR. These courses allow students to complete a significant proportion of the training required for their career areas and are recognised by TAFE and employers.

#### **3. Board Developed TAFE Delivered EVET Courses:**

These TAFE delivered VET Courses are taught at the Nowra Campus of the Illawarra Institute of Technology. You receive credit for such courses on the Preliminary and HSC Records of Achievement, the HSC and the appropriate TAFE certificate. They are examined internally by TAFE and the mark is recorded on your Record of Achievement and the course appears on your HSC. Information about the subjects delivered by TAFE are detailed towards the back of this booklet.

## **B. BOARD ENDORSED COURSES (BECs)**

These courses are recorded on the Years 11-12 Records of Achievement, but are not examined at the HSC. However, they are assessed by the school in the same way, as BDCs and the school assessment mark will be recorded on the HSC itself. There are restrictions on the number of these courses which may be studied if HSC requirements are to be met. **They are not accepted by universities for matriculation purposes and thus do not count towards the ATAR.**

There are two types of Board Endorsed Courses:

### **1. Board Endorsed Courses**

The content of these courses has been developed and endorsed by the Board of Studies in 2020. NHS are offering: Exploring Early Childhood, Visual Design and Sports Coaching.

### **2. Content Endorsed EVET Courses**

These are TAFE courses endorsed by the Board of Studies. EVET Courses offered by the Nowra College of the Illawarra Institute of Technology vary from year to year, but in recent years the following courses have been offered: Automotive Studies; Child Studies; Electro Technology; Tourism and Events, Human Services and Hairdressing. A more detailed list of courses is provided later in this booklet and a final list of courses to be offered will be determined on student interest. These courses gain credit transfer into TAFE courses.

## **Units**

***What is the difference between 1 unit and 2 unit courses and extension courses?***

### **2 Units**

Most subjects are at this level and provide a background of skills, concepts and knowledge generally acceptable for matriculation to university. Although all 2 Unit BDCs are acceptable for ATAR purposes (see section on the ATAR), some do not meet the requirements to continue that subject or related subjects at university level. It is your responsibility to carefully check university requirements. See your Careers Adviser for advice.

### **Extension Courses**

Extension courses build on the content of the 2 unit course and carry an additional value of 1 unit. Requiring students to work beyond the standard of the 2 unit course, extension courses are available in English, Mathematics, History, Music and some Languages.

English and Mathematics Extension Courses are available at Preliminary and HSC levels. Students must study the Preliminary extension course in these subjects before proceeding to the two HSC extension courses (Extension 1 and Extension 2). The Extension 2 course requires students to work beyond the standard of the Extension 1 course.

HSC extension courses in subjects other than English and Mathematics are offered and examined in Year 12 only.

### **What courses do I have to study to get a HSC?**

- at least 2 units of English
- **at least 6 units from Board Developed courses**
- a minimum of 12 Preliminary Units
- a minimum of 10 HSC units
- at least three 2 unit courses (including English)
- at least 4 subjects

**Note:** a maximum of 6 units only from courses in Science may be selected in Year 11, and a maximum of 7 units only from courses in Science may be selected in Year 12

### ***How long have I got to complete HSC requirements?***

You have up to five years starting from your first attempt at a HSC examination to complete all HSC requirements. If you take longer than two years to complete HSC requirements you are described as accumulating your HSC. The HSC is now more flexible and enables you to follow a number of different “pathways” to gain the HSC.

You may, for example, complete your HSC in:

- a. Two years, by following the “traditional” pattern of 12 units in Year 11 and (at least) 10 units in Year 12;
- b. Three years, by repeating one or more courses and re-sitting for the HSC exam in those courses in the third year;
- c. Three years, by doing a “traditional” Year 11 and Year 12 with a year of work in the second year;
- d. Three years, by accumulating Preliminary courses over the first and second years and HSC courses over the second and third years.

These are only examples. There are a large number of possible pathways a student can now take to gain the HSC. If you are interested in accumulating your HSC see your Career Adviser for advice.

### ***Are there any problems with “accumulation” of the HSC?***

Students accumulating their HSC must be aware that during the period of accumulation, some courses may be discontinued, and some may not run in a particular year due to a lack of numbers.

### ***What does “satisfactorily completed” mean?***

Satisfactory completion of a course involves not only the completion of assessment tasks but satisfactory participation and progress in all aspects of that course.

To satisfactorily study a course you must:

- a. Complete the requirements of the course as specified by the syllabus. This includes mandatory oral, practical and project work.
- b. Make a serious attempt at assessment tasks, which contribute more than 50% of available school assessment marks.
- c. Make a genuine attempt at all exams set as part of the assessment program.

### ***What happens if I don't satisfactorily complete a course?***

If the Principal considers that you have not satisfactorily studied and completed a Preliminary course, you will not be granted entry into the HSC course. If you do not satisfactorily complete a HSC course, you will not be awarded a school assessment mark. If you do sit for the HSC exam in that course, you will not receive a HSC exam mark.

### ***What is a "satisfactory record of attendance"?***

You must:

- a. Attend school regularly enough to achieve the outcomes determined for the courses you are studying. As a general rule you need to attend at least 85% of the available school days.
- b. Have a pattern of attendance, which shows that you are making a genuine effort.

### ***How does school assessment work?***

Your school assessment mark will be based on your performance in what are called "assessment tasks". Schools are required to set tasks which will be used to measure your performance in all the components of a course specified by the Board of Studies, not just those which can be measured in an examination. This means that you will be assessed on fieldwork, research skills, lab work, extended essays, oral work etc.

### ***What is the Australian Tertiary Admission Rank (ATAR)?***

The Australian Tertiary Admission Rank is a ranking calculated by the Universities Admissions Centre on behalf of all tertiary institutions in NSW and the ACT. It is reported on a separate document and does not appear on either the HSC itself or the Record of Achievement. The ATAR is used to select students for the limited number of places available in university courses (using ATAR lowest selection ranks (LSR's)).

The ATAR is based on a student's best ten units in BDCs and gives the students' ranking relative to all other HSC candidates in the state. Each course is scaled using a mean score which indicates the ability of the students taking the course, not the perceived difficulty of the course. The students' scaled marks against the course, not their HSC marks, will be used to calculate the ATAR. The ATAR is calculated using the scaled marks from 2 units of English, plus the next best 8 units, to make 10 units in total. Scaled marks are not reported to students.

### ***Do I need a ATAR?***

You will need an ATAR if you intend applying for university entrance. Remember only about 40% of HSC students across the state go to university straight from school. If you do not need an ATAR for the career you wish to follow, consider carefully the courses you elect to study. There may be more appropriate courses for you that do not contribute to the ATAR, but which do provide you with credit transfer to TAFE and significant employment related training.

### ***How do I qualify for an ATAR? Which courses do I have to select?***

To be eligible for an ATAR you must satisfactorily complete at least 10 units (including at least two units of English) of Board Developed courses. Of these, at least eight units must be Category A courses. Courses completed must include at least three Board Developed courses of two units



or greater and at least four subjects. If undertaking 12 units in both Year 11 and Year 12, you may include one Category B course in your studies and still be eligible for an ATAR.

Your ATAR will be based on an aggregate of scaled marks in 10 units of Board Developed courses comprising:

- your best two units of English; and
- the best 8 units from the remaining units.
- no more than 2 units of Category B courses
- 4 different subjects

*(\*Board Developed VET courses are Category B subjects)*

### **Cost of Course Materials**

Many subjects offered in the senior school require the use of materials not funded within the budget of the school. In order to make these materials available to students, it has been decided to offer parents/caregivers the options of:

1. Making a contribution in advance toward the cost of the materials students will use whilst studying the course (Head Teachers have determined the materials needed to complete the course which can be purchased in bulk to obtain the best value for money). This contribution can be made on a per term basis.

or

2. Parents/caregivers can supply the materials students will use during the course (Head Teachers will provide a list of materials at the beginning of the course and students will be expected to supply the materials as required).

At the time of selecting a subject(s) parents/caregivers will be asked to nominate the option they prefer. The cost of materials for each course is included with the course descriptions later in this booklet.

### **Some Final Advice**

#### **What to remember when you are making your Preliminary Course selections**

- Consider your ability, interests and career hopes
- Check course combinations – there are some which are not permitted
- HSC course pattern requirements must be satisfied in both Preliminary and HSC years
- ATAR requirements must be satisfied if you intend going to university
- Some university courses have prerequisites (find out what they are)
- Some 1 Unit CEC courses are only offered as Preliminary courses, so don't back yourself into a corner by wrongly assuming that a course will continue.

#### ***What do I do if I have problems in Year 11?***

Talk to someone about it! Your Careers Advisor, Year Advisor, the School Counsellors, the Principal, the Deputy Principals and your teachers are all willing to listen and to offer advice.

# HSC minimum standard

## What is the HSC minimum standard?

NSW Education Standards Authority (NESA) has implemented the HSC minimum standard to help ensure that students have the key literacy and numeracy skills for life after school. Students in New South Wales will need to demonstrate a minimum standard of literacy and numeracy to receive the HSC credential from 2020. The HSC minimum standard is set at level 3 of the Australian Core Skills Framework (ACSF). These skills are essential for everyday tasks and learning after school such as writing a letter for a job application or understanding a mobile phone plan. The standard is assessed through online tests across three areas: reading, writing and numeracy. The minimum standard online tests are 45 minutes long and include a multiple choice reading test, a multiple choice numeracy test and a short writing test based on a choice between a visual or written prompt. Examples of the tests are available on the NSW Education Standards Authority (NESA) website. Students who do not meet the HSC minimum standard can still

- Sit the HSC exams.
- Receive an ATAR for University applications
- Receive a ROSA
- Receive a HSC minimum standard report.

There are no pre-requisites for choosing subjects for stage 5 or stage 6. Students do not need to achieve the minimum standard to choose a subject they will study in stage 5 or 6.

**Practice tests** are available for students to sit at school to help them become familiar with the online test structure and for schools to help determine student readiness to meet the minimum standard.

Students will have two opportunities per year to sit the minimum standard online tests in each area of Reading, Numeracy and Writing, in Year 10, 11 and 12. Students will also have up to 5 years from the time they start the HSC courses to sit the minimum standard online tests. The tests must be administered by schools via a lockdown browser.

**Disability provisions and exemptions:** Students with additional learning needs may be eligible for extra provisions for the minimum standard online tests or be exempt from meeting the HSC minimum standard in order to receive their HSC. Students taking four or more Life Skills courses can be exempt from meeting the HSC minimum standard. Students studying Life Skills English will be exempt from the Reading and Writing minimum standard tests. Students studying Life Skills maths will be exempt from the Numeracy minimum standard test.

Further Information NSW Education Standards Authority (NESA)

<https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/hsc-minimum-standard>

**BOARD**

**DEVELOPED**

**COURSES**

# 2021 Board Developed Courses

The following are a list of subjects which may be offered at Nowra High School.  
Subjects offered vary from year to year dependent on teacher and classroom availability.

**Aboriginal Studies**  
**Agriculture**  
**Ancient History**  
**Biology**  
**Business Studies**  
**Chemistry**  
**Community & Family Studies**  
**Dance**  
**Design & Technology**  
**Drama**  
**Earth & Environment**  
**Economics**  
**Engineering Studies**  
**English Advanced**  
**English Extension**  
**English Standard**  
**Exploring Early Childhood**  
**Food Technology**  
**French Beginners**  
**Geography**  
**History Extension**  
**Information Processes & Technology**  
**Investigating Science**  
**IT – Multimedia**  
**IT – Timber Products**  
**Legal Studies**  
**Mathematics Advanced**  
**Mathematics Extension**  
**Mathematics Standard**  
**Modern History**  
**Music 1**  
**PDHPE**  
**Photography/Visual Design**  
**Physics**  
**Science Extension**  
**Society & Culture**  
**Sport Lifestyle and Recreation Studies**  
**Studies of Religion**  
**VET Construction**  
**VET Hospitality**  
**VET Manufacturing & Engineering**  
**VET Retail Services**  
**VET Sports Coaching**  
**Visual Arts**

Subject information is subject to change, for the most current information and details regarding subjects please refer to the NESA website as linked below:

<https://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/hsc/about-HSC/hsc-courses>

# VOCATIONAL EDUCATION AND TRAINING

## School VET (VET)

## External VET (EVET)

**VET Courses are Category B courses for the HSC.**

**You may study more than one, however ONLY one of these courses can be counted in your ATAR.**

No student can be accepted into an EVET class in 2022 unless they have first filled out an application form which can be obtained from your Careers Adviser. Completed forms must be returned to the Careers Adviser during Term 3 2020. Offers into each course will be made in Term 4 2020.

<b>(On-Site) VET Courses for 2022</b>	<b>(Off-Site) EVET Courses for 2022</b>
Cert II Hospitality	Early Childhood
Cert II Construction	Electrotechnology
Cert III Manufacturing and Engineering	Hair and Beauty (Make-up)
Cert III Retail Services	Human Services Nursing
Cert III Sport Coaching	Animal Studies
	Automotive
	Tourism, Travel and Events
	Aeroskills
	Aviation Cabin Crew
	Outdoor Recreation
	Salon Assistant
	Fitness

## What are VET courses?

Vocational Education and Training (VET) courses are for everyone. It doesn't matter if you want to be a teacher, a lawyer, a chef or a mechanic, you can use the skills you learn in any career.

## VET courses:

- are available to students in Years 11 and 12 as part of your HSC
- may contribute to your ATAR
- are taught by teachers at SCHOOL and at TAFE
- are designed for all students
- allow you to gain work related skills
- can give you a head start in a career with a nationally recognised qualification
- may provide you with advanced standing for TAFE or further education.

Nowra High School offers vocational education in the HSC through industry curriculum frameworks. There are four frameworks presently available:

- Construction Pathways (Certificate II)
- Hospitality (Certificate II)
- Metals and Engineering (Certificate I)
- Retail Services (Cert III)

Within each industry framework a number of courses are offered. A key feature of VET courses is that they include a **mandatory** work placement.

The school offers other Board endorsed VET courses (e.g. Sports Coaching Cert III) or non-framework courses. These may be counted towards your HSC but cannot be counted towards your ATAR.

## In a VET course assessment is *competency based*.

VET Frameworks are competency based courses. This requires students to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent, students must demonstrate to a qualified assessor that they can effectively carry out the various tasks to the standard required in the appropriate industry.

## Externally Based Assessment – Optional HSC Examination

The Higher School Certificate examination for VET Courses will involve a written examination made up of multiple-choice items, short answers and extended response items. The questions will be drawn from the core units of competency. The examination is independent of the competency based assessment undertaken during the course, is optional and has no impact on the eligibility of a student to receive Australian Qualification Framework recognition.

## Workplacement

Workplacement is **mandatory** if you study an industry curriculum course. When you decide on a vocational course your school will help you find an employer who will assist you to develop workplace skills. Unless you have a part-time traineeship, your workplacement is NOT paid. In Year 11 you must complete, at least, 50% of the required work placement for your VET Course.

## Australian Tertiary Admission Rank

For the purposes of the Australian Tertiary Admission Rank (ATAR) vocational HSC courses are classified as Category B. Only 2 units (1 subject) of a Category B course can be used in the calculation of your ATAR.

You can do more vocational HSC courses if you wish, but only two units will be counted towards your ATAR.

If you wish to use your HSC vocational course in the calculation of your ATAR, you will need to sit for an HSC examination. The mark from this examination may be used in the calculation of your ATAR.

## Other University Recognition

A number of universities have agreed to consider additional recognition of vocational HSC course achievements and this is currently being negotiated with them. For instance, they may allow two VET in Schools courses to be counted for university entrance. The Careers Adviser, Mrs Fuz, can assist you with advice.

## VET Recognition

You may use your school VET achievements in applying for other courses at TAFE or other Registered Training Organisations because vocational HSC courses are based on national Training Packages.

VET framework courses are offered by NHS, TAFE and private providers. All students can consider including at least one framework course in the range of courses they select for the Preliminary HSC year since VET courses can complement traditional courses and provide students with work related skills.

These courses each have a specific workplace component and a minimum number of hours students spend in the workplace or a simulated workplace at school. Students receive special documentation showing the competencies gained. Most parts of these courses will be delivered by schools, while some more specialised units may be delivered by TAFE or other providers. After successful completion of the courses students are able to undertake Extension courses through TAFE or other providers.

### **School Based Part-time traineeships**

A part-time traineeship prepares you for a career in a particular industry. You receive a training wage while you learn skills on-the-job and do some further training off the job at school or at TAFE. You must sign a formal agreement for the traineeship. If you know what you want to do, a part-time traineeship can give you a real advantage when it comes to getting a job after the HSC.

### **What's in it for me?**

You can do a part-time traineeship while you are doing your HSC. Your traineeship course can count towards your HSC as well as towards a traineeship certificate. This means double credit. Depending on the availability of Traineeships in the local business community a variety of patterns of study are available to you. What choices do I have?

#### **1. Part-time traineeship completed at the same time as your HSC (about 22 months)**

- Your start at the beginning of year 11 and finish at the same time as your HSC
- You would need to be on the job 12-14 hours per week and quite a lot of your school holidays and/ or at weekends.

#### **2. Part-time traineeship completed in February following your HSC (about 24 months)**

- This allows you to start in Year 11 and complete your course before Uni or TAFE start in the year after your HSC.
- This is a less intense program as you do quite a lot of on the job training after your HSC exams.

#### **3. Part-time traineeship completed in June after your HSC (30 months)**

- This choice does not require as much work during the school holidays, just one day per week for 7 terms.
- You can do 6 months fulltime after your HSC.

#### **4. Part-time traineeship completed over a three year HSC**

- You decide to put together a 3 year HSC program and start the traineeship any time during the first year of the HSC.

This would see you working one day per week or less if you work some school holidays.

### **How do I get started?**

For more information on school based part-time traineeships see your Careers Adviser.



## Information for Students Undertaking School Delivered VET Courses

The Wagga Wagga Registered Training Organisation (RTO) 90333 is responsible for Vocational Education and Training (VET) courses delivered in NSW public schools.

VET courses offer dual accreditation and students who successfully complete these courses will gain unit credit toward their Higher School Certificate (HSC) and a nationally accredited qualification, Certificate or Statement of Attainment.

NSW Education Standards (NESA) Board Developed Industry Curriculum Framework VET courses contribute to an Australian Tertiary Admission Rank (ATAR).

Students must complete a 240 hour Board Developed Industry Curriculum Framework VET course to be eligible to sit the HSC examination for this course. Only ONE Category B course can be used towards an ATAR.

NESA Board Endorsed VET Courses do not have a HSC Examination cannot be used towards an ATAR.

Refer to the NSW Education Standards Authority website (NESA) for VET, any exclusions, rules and procedures.

### Optional External HSC Examination

Students who sit for the optional HSC exam will have an estimate mark submitted to the NSW Education Standards (NESA) by the school. This estimate mark will only be used in the event of a claim of misadventure.

### Assessment Procedures

Assessment of students in VET courses is competency based. This means that evidence of achievement of competency is produced by the student, collected by an assessor and judged against agreed industry standards. Assessments include those practical in nature and reflect the type of tasks that would be required to be performed in the workplace and written tasks that assess knowledge and understanding of concepts related to the course.

Evidence of competence can be collected by the assessor in a variety of ways. Like all other HSC courses, some of the evidence collected will be through formal assessment tasks or events such as project work, presentation of portfolios and practical demonstrations. Students are deemed either competent or not competent following an assessment.

No grades or marks are awarded through competency based assessments. The school will provide an assessment scope and sequence for each VET course.

### Student Selection, enrolment and induction procedures

Stage 6 VET courses are available to all students in years 11 and 12 upon the completion of a RTO VET Enrolment Form with a validated Unique Student Identifier (USI). Year 9 do NOT undertake “early commencement/acceleration” of Stage 6 VET courses. Your school will seek RTO advice in regards to individual student learning plans.

Students must complete a VET induction in class at the commencement of the course. Students sign a student declaration to confirm that they have completed the induction as part of their enrolment procedures. This induction will include information regarding the specific course they are studying, recognition of prior learning procedures (RPL), credit transfer (CT), assessment procedures, and information regarding student rights and responsibilities. Students are able to refer to the RTO’s Student Guide for VET process and procedure information.

## **Fees and charges**

Some VET courses attract a course cost. Where a course cost exists it will be indicated on the course information page. More detailed information regarding fee charges and refund policies will be provided in the course induction and on the course information sheet.

## **VET Enrolment**

All students enrolled in a VET course must complete the RTO VET Enrolment Form as part of the subject selection process. LLN testing is incorporated the enrolment process.

## **Freedom of Information and Privacy**

Students' rights to privacy and access to information are outlined in the Freedom of Information and Privacy policy. All staff members are required to abide by the Department's Privacy Code of Practice.

## **Credit Transfer and Recognition of Prior Learning (RPL)**

Credit transfer (CT) is available to students who produce evidence of achievement of competency from another RTO. Schools will seek RTO advice on how this CT evidence is to be validated. RPL may also be available to students who can provide sufficient evidence of skills attained previously. RPL applications must be completed on enrolment or before training. Students seeking RPL should follow the RPL procedure outlined in the RTO Student Guide.

## **Work Placement**

Seventy (70) hours of work placement per 240 hours of study is a mandatory HSC component of many VET courses. Failure to complete mandatory work placement will mean that a student will receive an "N" determination for the subject and as a result may be ineligible for the award of the HSC. Students will be provided with additional work placement information in the course induction. Work placement induction will also be undertaken to assist students to be work ready before the first work placement. Students are required to complete a Work Placement Journal during work placement.

## **School Based Apprenticeships and Traineeships (SBATs)**

The SBAT Program provides students with the opportunity to include a recognised VET qualification within their HSC and to combine this with paid work.

SBATs must complete formal training that is delivered by a RTO. The formal training must meet the requirements of the relevant Vocational Training Order (VTO) for that apprenticeship or traineeship vocation, and lead to a nationally [recognised qualification](#). The formal training component of a SBAT will contribute unit credit towards the HSC.

Students wanting to find out more information regarding SBATs should contact the school's careers adviser. The following website is also a key source of information regarding SBATs: [www.sbatinnsw.info](http://www.sbatinnsw.info)

## **Unique Student Identifier**

All students undertaking Nationally Recognised Training delivered by a Registered Training Organisation must have a Unique Student Identifier (USI) on enrolment.

The USI provides easy access through an online account to all VET training records and results throughout life.



**Education**

Public Schools NSW Wagga Wagga, RTO 90333

## CPC20211 Certificate II in Construction Pathways (Superseded) Replacement qualification will be advised in an updated 2022 course information sheet. *Waiting for NES A advice.*

### Entry Requirements:

Students must complete a VET Enrolment Form and supply their USI before the commencement of any training and assessment.  
Foundation skills may be accessed using the LLN Robot to determine the language, literacy and numeracy suitability of a student for this course.

**Course: Construction** (240 indicative hours) 4 Preliminary and/or HSC units in total  
Board Developed Course Category B status for Australian Tertiary Admission Rank (ATAR)  
Students must complete a minimum of 70 hours of work placement to meet the requirements of the HSC.

### Course Description

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Students will be able to gain skills in planning and organising work, measuring and calculating, reading and interpreting plans, safe and environmentally sustainable work practices and the use of construction tools and equipment. Skills gained in this industry transfer to other industries. Occupations in the construction industry include: construction or trades assistant, builder's labourer, bricklayer, carpenter, plasterer, roof tiler, concreter, painter and decorator and wall or floor tiler.

### Core Units of Competency

- CPCCCM1012A Work effectively & sustainably in the construction industry
- CPCCCM1013A Plan and organise work
- CPCCCM1014A Conduct workplace communication
- CPCCCM1015A Carry out measurements and calculations
- CPCCCM2001A Read and interpret plans and specifications
- CPCCOHS2001A Apply OHS requirements, policies & procedures in the construction industry

### Elective Units of Competency

- CPCCCA2002B Use carpentry tools and equipment
- CPCCCA2011A Handle carpentry materials
- CPCCCM2004A Handle construction materials
- CPCCCM2006B Apply basic levelling procedures
- CPCCCA2003A Erect and dismantle formwork for footings and slabs on ground
- CPCCWHS1001 Prepare to work safely in the construction industry. (White Card)

Options: To gain the qualification and be eligible for the HSC, **Option1 or Option 2 must be completed.**

#### Option 2

- CPCCB2001A Handle and prepare bricklaying & blocklaying materials
- CPCCB2002A Use bricklaying and blocklaying tools and equipment

This course contains two additional units above the qualification to meet NES A HSC requirements.

**Refer to the TAS for the qualification packaging rules.**

**Students may apply for recognition of prior learning or be granted credit transfer provided suitable evidence is submitted.**

**Support services may be available to meet needs of individual students.**

**Qualifications** Students who are assessed as competent in the above units of competency, after following the qualification packaging rules, will be eligible for a CPC20211 Certificate II in Construction Pathways. Students who do not achieve competency in all the above units and achieve at least one unit of competency will be eligible for a Statement of Attainment towards CPC20211 Certificate II in Construction Pathways.

**Competency-based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not competent' in individual units of competency.

**N Determinations:** Where a student has not met NSW Education Standards Authority (NESA) course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will not count towards the HSC although units of competency achieved will count towards an Australian Qualifications Framework (AQF) qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET qualification.

**Complaint or Appeals:** Students may lodge a complaint or appeal regarding assessment decisions through their VET trainer.

**Resources costs:** Discuss payment options with your trainer

**Refund Arrangements:** on a pro-rata basis

**Delivery Arrangements:** School classes as per timetable

**Exclusions:** Refer to NES A Stage 6 VET Board Developed course description.

A school-based traineeship is available in this course, for more information: <http://www.sbatinnsw.info/>

For more information on possible outcomes please visit the NES A website: <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet>



## SIT20316 Certificate II in Hospitality

### Entry Requirements:

Students must complete a VET Enrolment Form and supply their USI before the commencement of any training and assessment.

Foundation skills may be accessed using the LLN Robot to determine the language, literacy and numeracy suitability of a student for this course.

### Course: Hospitality (240 indicative hours)

4 Preliminary and/or HSC units in total

Board Developed Course

Category B status for Australian Tertiary Admission Rank (ATAR)

Students must complete a minimum of 70 hours of work placement to meet the requirements of the HSC.

### Course Description

This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification reflects the role of individuals who use a defined and limited range of hospitality operational skills. Students work under direct supervision and involved in mainly routine and repetitive tasks using practical skills & basic industry knowledge.

This qualification provides a pathway to work in various hospitality settings including restaurants, hotels, motels, catering operations, clubs, pubs, cafés and coffee shops. Possible job titles: café attendant, catering assistant, food and beverage attendant.

### Core Units of Competency

- BSBWOR203 Work effectively with others
- SITHIND002 Source & use information on the hospitality industry
- SITHIND003 Use hospitality skills effectively
- SITXCOM002 Show social and cultural sensitivity
- SITXCCS003 Interact with customers
- SITXWHS001 Participate in safe work practices

### Elective Units of Competency

- SITXFSA001 Use hygienic practices for food safety
- SITHFAB004 Prepare and serve non-alcoholic beverages
- SITHFAB005 Prepare and serve espresso coffee
- SITHFAB007 Serve food and beverage
- SITHCCC001 Use food preparation equipment
- SITXFSA002 Participate in safe food handling practices
- BSBSUS201 Participate in environmentally sustainable work practices
- BSBCMM201 Communicate in the Workplace

This course contains two (2) additional units above the qualification to meet the requirements of the NSW Education Standards Authority (NESA).

**Refer to the TAS for the qualification packaging rules.**

**Students may apply for recognition of prior learning or be granted credit transfer provided suitable evidence is submitted.**

**Support services may be available to meet needs of individual students.**

### Qualifications

Students who are assessed as competent in the above units of competency, after following the qualification packaging rules, will be eligible for SIT20316 Certificate II in Hospitality. Students who do not achieve competency in all the above units and achieve at least one unit of competency will be eligible for a Statement of Attainment towards SIT20316 Certificate II in Hospitality. Portfolios of evidence are required in some units of

**Competency-based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not competent' in individual units of competency.

**N Determinations:** Where a student has not met NESA course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will not count towards the HSC although units of competency achieved will count towards an Australian Qualifications Framework (AQF) qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET qualification.

**Complaint or Appeals:** Students may lodge a complaint or appeal regarding assessment decisions through their VET trainer.

**Resources costs:** Discuss payment options with your trainer

**Refund Arrangements:** on a pro-rata basis

**Delivery Arrangements:** School classes as per timetable

**Exclusions:** Refer to NESA Stage 6 VET Board Developed course description.

A school-based traineeship is available in this course, for more information: <https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships>

For more information on possible outcomes please visit the NESA website: <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet>



Education

Public Schools NSW Wagga Wagga, RTO 90333

## MEM10119 Certificate I in Engineering and Statement of Attainment towards MEM20413 Certificate II in Engineering Pathways

### Entry Requirements:

Students must complete a VET Enrolment Form and supply their USI before the commencement of any training and assessment.  
Foundation skills may be accessed using the LLN Robot to determine the language, literacy and numeracy suitability of a student for this course.

**Course: Manufacturing and Engineering- Introduction** (240 indicative hours) 4 Preliminary and/or HSC units in total

Board Endorsed Course. **There is not an Australian Tertiary Admission Rank (ATAR) option for this course**

Students must complete a minimum of 35 hours of work placement to meet the requirements of the HSC.

### Course Description

This board endorsed course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Students will be able to gain skills in safe work practices, routine work activities, working with others, quality procedures and systems, the use of hand and power tools, and use of welding machines. Occupations in the manufacturing, engineering and related industries include fitter, toolmaker, structural steel welder, engineering draftsman, engineer (automotive, fabrications, production, plastics, marine, mechanical) boat builder/repairer and mechanical, production or marine engineer.

### Core Units of Competency

- MEM13015 Work safely and effectively in manufacturing and engineering (MEM10119)
- MEMPE006A Undertake a basic engineering project (MEM20413)
- MEMPE005A Develop a career plan for the engineering and manufacturing industry (MEM20413)

### Elective Units of Competency

- MEM16006 Organise and communicate information (MEM10119)
- MEM11011 Undertake manual handling (MEM10119)
- MEM18001 Use hand tools (MEM10119)
- MEM18002 Use power tools/handheld operations (MEM10119)
- MEM12024 Perform computations (MEM10119)
- MEM16008 Interact with computer technology (MEM10119)
- MEM07032 Use workshop machines for basic operations (MEM10119)
- MEMPE001A Use engineering workshop machines (MEM20413)
- MEMPE002A Use electric welding machines (MEM20413)
- MEMPE004A Use fabrication equipment (MEM20413)

**Refer to the TAS for the qualification packaging rules.**

**Students may apply for recognition of prior learning or be granted credit transfer provided suitable evidence is submitted.**

**Support services may be available to meet needs of individual students.**

### Qualifications

Students who are assessed as competent in the above units of competency will be eligible for a MEM10119 Certificate I in Engineering and a Statement of Attainment towards MEM20413 Certificate II in Engineering Pathways. Students who do not achieve competency in all the above units and achieve at least one unit of competency will be eligible for either a Statement of Attainment towards MEM10119 Certificate I in Engineering and/or a Statement of Attainment towards MEM20413 Certificate II in Engineering Pathways. MEM10119 Certificate I in Engineering will be delivered and assessed in the preliminary year and the Statement of Attainment towards MEM20413 Certificate II in Engineering Pathways will be delivered and assessed in the HSC year.

**Competency-based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency above. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not competent' in individual units of competency.

**N Determinations:** Where a student has not met NESA course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will not count towards the HSC although units of competency achieved will count towards an Australian Qualifications Framework (AQF) qualification.

**External Assessment (optional HSC examination): No.** There is **not** an external assessment (optional HSC examination) for this course and this course **does not** contribute towards an ATAR.

**Complaint or Appeals:** Students may lodge a complaint or appeal regarding assessment decisions through their VET trainer.

**Resources costs:** Discuss payment options with your trainer

**Refund Arrangements:** on a pro-rata basis

**Delivery Arrangements:** School classes as per timetable

**Exclusions:** Refer to NESA Stage 6 VET Board Endorsed course description.

A school-based traineeship may be available in this course, for more information: <https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships>

For more information on possible outcomes please visit the NESA website: <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet>





Education

Public Schools NSW Wagga Wagga, RTO 90333

## SIR30216 Certificate III in Retail

### Entry Requirements:

Students must complete a VET Enrolment Form and supply their USI before the commencement of any training and assessment.

Foundation skills may be accessed using the LLN Robot to determine the language, literacy and numeracy suitability of a student for this course.

### Course: Retail Services (240 indicative hours)

4 Preliminary and/or HSC units in total

Board Developed Course

Category B status for Australian Tertiary Admission Rank (ATAR)

Students must complete a minimum of 70 hours of work placement to meet the requirements of the HSC.

**Course Description** This curriculum framework course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. Students will gain skills in communication, safe work practices, customer service, retail technology, stock control, teamwork, designing and creating displays, using cash registers, scanners, computers, telephones and routine work activities within the retail sectors. Occupations in the retail services industry include sales assistant, customer service representative, checkout operator, buyer, stock controller, sales manager, visual merchandise, marketing manager, manager /owner of a small business, department manager and retail executive.

### Core Units of Competency

- SIRXCEG001 Engage the customer
- SIRXWHS002 Contribute to workplace health and safety
- SIRXRSK001 Identify and respond to security risks
- SIRXSLS001 Sell to the retail customer
- SIRXIND001 Work effectively in a service environment
- SIRXCOM002 Work effectively in a team
- SIRXCEG002 Assist with customer difficulties
- SIRXCEG003 Build customer relationships and loyalty

### Elective Units of Competency

- SIRXMER001 Produce visual merchandise displays
- SIRXPDK001 Advise on products and services
- SIRRINV001 Receive and handle retail stock
- SIRRINV002 Control stock
- SIRXIND002 Organise and maintain the store environment
- SIRXSLS002 Follow point-of-sale procedures

**Refer to the TAS for the qualification packaging rules.**

**Students may apply for recognition of prior learning or be granted credit transfer provided suitable evidence is submitted.**

**Support services may be available to meet needs of individual students.**

### Qualifications

Students who are assessed as competent in the above units of competency, after following the qualification packaging rules, will be eligible for a SIR30216 Certificate III in Retail Services. Students who do not achieve competency in all the above units and achieve at least one unit of competency will be eligible for a Statement of Attainment towards SIR30216 Certificate III in Retail Services.

**Competency-based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not competent' in individual units of competency.

**N Determinations:** Where a student has not met NSW Education Standards Authority (NESA) course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). The course will not count towards the HSC although units of competency achieved will count towards an Australian Qualifications Framework (AQF) qualification.

**External Assessment (optional HSC examination):** Students completing this course are eligible to sit a written HSC examination which may be used in the calculation of an ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility of a student to receive an AQF VET qualification.

**Complaint or Appeals:** Students may lodge a complaint or appeal regarding assessment decisions through their VET trainer.

**Resources costs:** Discuss payment options with your trainer

**Refund Arrangements:** on a pro-rata basis

**Delivery Arrangements:** School classes as per timetable

**Exclusions:** Course exclusions apply to students undertaking beauty, hairdressing and retail services courses.

A school-based traineeship is available in this course, for more information: <https://education.nsw.gov.au/public-schools/career-and-study-pathways/school-based-apprenticeships-and-traineeships>

For more information on possible outcomes please visit the NESA website: <http://educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet>



## SIS30519 Certificate III in Sport Coaching

### Entry Requirements:

Students must complete a VET Enrolment Form and supply their USI before the commencement of any training and assessment.

Foundation skills may be accessed using the LLN Robot to determine the language, literacy and numeracy suitability of a student for this course.

### Course: Sport Coaching (240 indicative hours)

4 Preliminary and/or HSC units in total

Board Endorsed Course

**There is not an Australian Tertiary Admission Rank (ATAR) option for this course**

**Mandatory work placement:** Students must complete a minimum of 35 hours of work placement to meet the requirements of the HSC. Work placement opportunities may include events such as school carnivals and camps and coaching junior age teams where students are working under supervision.

**Course Description** This board endorsed course is accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation. This qualification reflects the role of individuals who apply the skills and knowledge to coach participants up to an intermediate level in a specific sport.

This qualification provides a pathway to work in community coaching roles working or volunteering at community-based sport clubs and organisations in the Australian sport industry. Individuals with this qualification possess a range of well-developed skills where discretion and judgement are required. They are responsible for their own outputs.

Possible job titles depend on the specific sport and may include community coach.

Specific industry accreditation requirements may apply to sport-specific coaching accreditation and information should be obtained from the relevant National Sporting Organisation (NSO).

### Core Units of Competency

- HLTWHS001 Participate in workplace health and safety
- SISSCO002 Work in a community coaching role
- SISSCO005 Continuously improve coaching skills and knowledge
- HLTAID003 Provide first aid
- SISSCO003 Meet participant coaching needs
- BSBRSK401 Identify risk and apply risk management processes

### Electives

- SISSCO012 Coach sports participants up to an intermediate level
- SISXCAI009 Instruct strength and conditioning techniques
- SISSOF002 Continuously improve officiating skills and knowledge
- SISXDIS001 Facilitate inclusion for people with a disability
- SISXIND006 Conduct sport, fitness and recreation events
- Electives in Cluster 3 TBC.

**Students may apply for recognition of prior learning (RPL) or be granted credit transfer provided suitable evidence is submitted.**

**Support services may be available to meet the needs of individual students.**

**Qualifications** Students who are assessed as competent in the above units of competency will be eligible for a SIS30519 Certificate III in Sport Coaching. Students who do not achieve competency in all the above units and achieve at least one unit of competency will be eligible for a Statement of Attainment towards SIS30519 Certificate III in Sport Coaching.

**Competency-based Assessment:** Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate to a qualified assessor that they can effectively carry out tasks to industry standards. Students will be progressively assessed as 'competent' or 'not competent' in individual units of competency.

**N Determinations:** Where a student has not met the NSW Education Standards Authority (NESA) course completion criteria, including meeting the mandatory work placement requirement, they will receive an "N" determination (course not satisfactorily completed). They will receive an "N" determination (course not satisfactorily completed). The course will not count towards the HSC although units of competency achieved will count towards an Australian Qualifications Framework (AQF) qualification.

**External Assessment (optional HSC examination): No.** There is **not** an external assessment (optional HSC examination) for this course and this course **does not** contribute towards an ATAR.

**Complaint or Appeals:** Students may lodge a complaint or appeal regarding assessment decisions through their VET trainer.

**Resources costs:** TBC Discuss payment options with your trainer

**Refund Arrangements:** on a pro-rata basis

**Delivery Arrangements:** face to face learning on school premises

**Exclusions:** Refer to NESA Stage 6 VET Board Endorsed course description. Where recognition of prior learning (RPL)/credit transfer (CT) is applied to a unit of competency based on achievement of another unit of competency within this same course, the indicative hours for the unit achieved through RPL/CT would not contribute to HSC credit.

A school-based traineeship may be available in this course, for more information: <http://www.sbatinnsw.info/>

[illegible]



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**Training Product (Qualification) Details**

Your school has the Authority to Deliver (ATD) the following courses

Select the course(s) below in which you are requesting to enrol.

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CPC20211 Certificate II in Construction Pathways	<input type="checkbox"/>
MEM10119 Certificate I in Engineering and SOA MEM20413 Certificate II in Manufacturing Pathways	<input type="checkbox"/>
SIR30216 Certificate III in Retail Services	<input type="checkbox"/>
SIS30519 Certificate III in Sport Coaching	<input type="checkbox"/>
SIT20316 Certificate II in Hospitality	<input type="checkbox"/>

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**Fees and refunds**

The school site will advise on fee collection from students. Details are available on each VET Course Information sheet

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**Parent / Carer declaration:**

I declare that the personal information provided to the school about my son/daughter, named below, is true and correct to the best of my knowledge.

STUDENT NAME .....

PARENT NAME ..... PARENT SIGNATURE ..... DATE .....

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**Complaints and appeals statement**

<https://education.nsw.gov.au/policy-library/policies/complaints-handling-policy>

For specific RTO procedures please contact your VET coordinator.

**PLEASE RETURN TO** ...Mrs Fuz – Careers Adviser

Original copy to be filed in the school student folder.

Digital copies for the VET cohort to be filed in the Enrolment Folder within the School folder on QMS.

## Externally Delivered VET (EVET)

Externally Delivered Vocational Education and Training (EVET) courses are delivered by TAFE or other VET Providers. EVET allow school students to gain workplace skills and experience to get a head-start on their career.

EVET allows you to:

- Gain practical, work-related skills to enhance your future employment opportunities.
- Complete units that count towards your Higher School Certificate (HSC).
- Start or complete a nationally-recognised VET qualification while still at school.
- When you finish your EVET course you'll receive a nationally-accredited Certificate qualification or a Statement of Attainment. Most EVET courses articulate into further TAFE, or Private College courses.

EVET courses are offered across a variety of job areas, such as children's services, automotive mechanics, animal studies, human services (nursing), and many more.

Contribution towards Higher School Certificate (HSC) and ATAR

All EVET courses count towards a student's HSC. EVET Industry Curriculum Framework (ICF) courses may contribute to the Australian Tertiary Admissions Rank (ATAR) with students having ability to sit for an optional Higher School Certificate exam. All ICF courses include mandatory work placement of 70 hours over 2 years.

### Work placement

Many EVET courses include some time working in the industry area of your course. This is called 'work placement' and it gives students the chance to learn new skills and apply the skills they have already learnt as part of their course.

Work placement helps students to:

- Gain insights into the kind of career they would like to have
- Make informed decisions about further training and study
- Become more employable
- Be better equipped for business and employment opportunities

When applying for an EVET course, students and their parents will need to show that:

- Career pathway planning is integral to the student's course selection
- The student understands the commitment required, including:
- The completion of all course requirements, including mandatory work placement
- Regular attendance. Students are responsible for arranging their own travel and meeting the travel costs
- Time-tabling issues which may require students to catch up on class work missed at school

Applications to undertake an EVET courses occur during Term 3. Any offers of positions in EVET courses will be made in Term 4 2020.

Contact the school's VET Coordinator or Careers Adviser for details on what VET courses are available and how to apply.