


HEATHMONT COLLEGE

Vocational Education (VET) Handbook



Please Note:
Details are supplied by Training
Providers as of July 22, 2021.
Apart from Swinburne TAFE
courses, details are in draft
form. Some minor changes
may still occur.

GROWING THROUGH KNOWLEDGE

Vocational Education and Training (VET) in schools

VET subjects are part of the VCE but are based on more practical/"hands on" studies. Theory is put into practice, providing students with the opportunity to develop work skills and knowledge that relate to real jobs in industry. What is learnt directly, applies to work situations.

By undertaking a VET subject, students gain

- VCE credits towards their VCE or VCAL program
- credit towards the calculation of their ATAR score (when a recognised 2 year program is studied)
- a nationally recognised VET qualification
- confidence, communication and employment skills
- Industry skills that can enhance their career opportunities

Where and when VET subjects are studied

All VET subjects are studied away from Heathmont, usually on Wednesday afternoons. Programs that operate for the whole of Wednesday and some Box Hill TAFE courses can only be offered to 2021 Year 11 students. The following table displays current offerings with anticipated but not yet been confirmed costs.

Subject	Provider and location	Approx cost Year 1	Time	Page No.
The following courses are available to students commencing Year 10 or Year 11 in 2022				
Allied Health Assistance	Swinburne TAFE (Wantirna)	\$165	1.00-4.00	9
Animal Studies	Box Hill TAFE (Lilydale or Box Hill)	TBC	1.30-5.00	11
Animal Studies (Cert III)	Box Hill TAFE (Lilydale or Box Hill)	\$600	1.30-7:30	11
Applied Fashion	Box Hill TAFE (Box Hill)	\$325	1.30-5.30	13
Applied Fashion	Donvale Christian College	\$400	1.00- 500	
Automotive Technology	Ringwood SC (Ringwood)	\$250	1.00-5.30	14
Beauty Services (Cert III)	Box Hill TAFE (Box Hill)	TBC	1:30-6.00	16
Building & Const. (Carpentry)	Swinburne TAFE (Croydon)	\$335	1.00-6.00	19
CISCO (Integrated Technologies)	Ringwood Training (Ringwood)	\$250	1.30-5.30	21
Community Services	Box Hill TAFE	\$80	1.00-4.30	23
Dance	Fairhills Secondary College	\$150	1.00-4.30	24
Design Fundamentals	Box Hill TAFE (City Campus)	\$150	1.30-5.00	26
Early Childhood Education	Box Hill TAFE (Lilydale or Box Hill)	TBC	1.30-5.00	27
Electro-technology (Career Start)	Swinburne (Wantirna & Croydon)			
Engineering Studies	Ringwood Training (Ringwood)	\$400	12.30-4.30	28
Equine Studies	Box Hill TAFE (Lilydale or Box Hill)	TBC	1.30-5.00	30
Furniture Making Pathways	Brentwood SC	\$285	1.00-4.30	31
Hospitality Operations	Aquinas College (Ringwood)	\$550	1.30-5.30	32
IT (Networking & Cybersecurity)	Ringwood SC (Ringwood)	\$200	12.00-3.00	34
IT (Virtual Reality & Games Des)	Ringwood SC (Ringwood)	\$200	12.00-3.00	36
Kitchen Operations	Aquinas College (Ringwood)	\$550	1.30-5.00	38
Laboratory Skills	Swinburne TAFE (Wantirna)	\$180	12.30-5.30	40

Make Up	Box Hill TAFE (Box Hill & Lilydale)	TBC	1.30-6.00	44
Plumbing	Swinburne TAFE (Croydon & Wantirna)	\$335	12.30 – 5.30	45
Retail Cosmetics	ITS Academy (Bayswater)	\$750	1.30-4.30	47
Salon Assistant (Hairdressing)	ITS Academy (Bayswater)	\$620	1.30-4.30	49
Screen and Media	Boronia	\$300	1.00-5.00	51
Sport & Rec. (Outdoor Rec.)	Norwood SC	\$800	1.30-5.00	52
The following all day courses are only available to students commencing Year 11 in 2021				
Bricklaying	Swinburne TAFE	\$225	8.00-4.00	18
Horticulture & Landscaping	Swinburne TAFE (Wantirna)	\$190	8.00-4.00	42

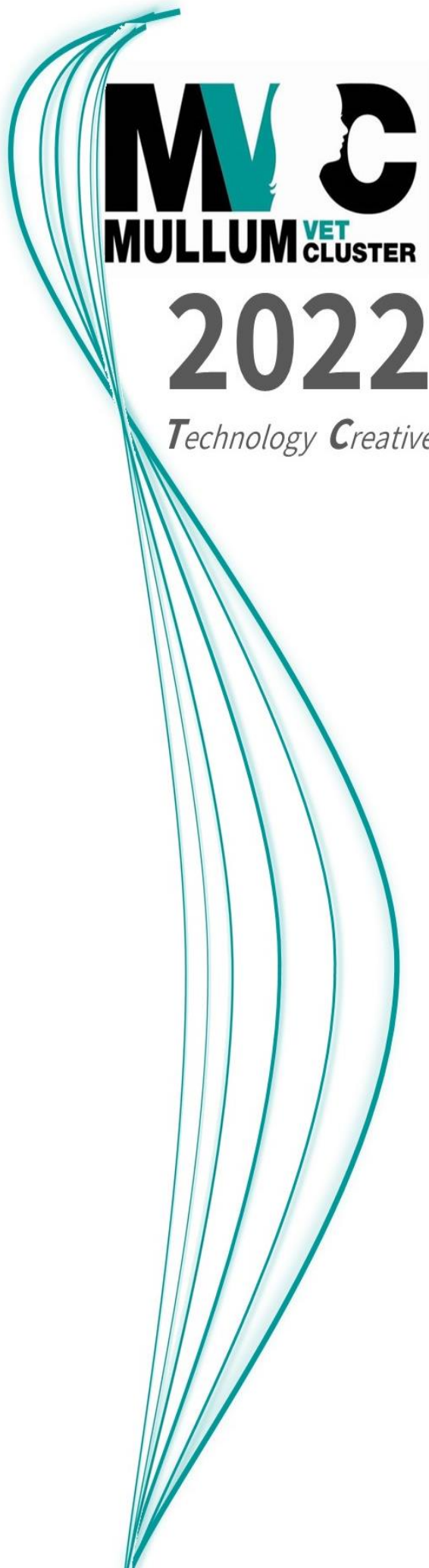
NOTE:

* Swinburne Carpentry requires students to attend a full week of study in Term 2 or Term 3 Holidays.

What else should a student be aware of?

You need to think carefully about how important it is for you to do a VET study. You need to be aware that:

- It is the student's responsibility to organise their own transport to and from the VET course location.
- Attending any VET program course will involve missing out on class lessons in other subjects. Depending on the time it commences, an afternoon VET program will involve leaving Heathmont at the beginning of either Period 3 or Period 4. This means that students will miss out attending Period 5 or both Periods 4 and 5 every Wednesday. It is the responsibility of students to regularly discuss with their class teacher catching up on work missed.
- VET subjects such as Horticulture/Landscaping and Bricklaying operate for the whole of Wednesday. To help minimize the effect of missing so many lessons, Year 11 VCE students can study five instead of six subjects. They will, however, still miss a lesson in each of two or three subjects every Wednesday.
- VET students will have two spare lessons during the week, which they can use to catch up on missed lessons by studying in the Library.
- The second Year of a VET course can only be studied if the first year has been completed
- Salon Assistant (Hairdressing) and Retail Cosmetic courses only take one year to complete.
- Additional VET application forms will need to be completed, depending on the VET course being applied for. Places in a VET course can only be confirmed when the VET provider contacts Heathmont. In the past students have missed out on a place in a VET course when they did not complete applications on time.
- Some VET subjects may require you to do work placement. It is preferred that this placement occurs during the Term 1, 2 or 3 holidays.
- All VET fees need to be paid before commencing the course.



Vocational Education and Training
Delivered to Secondary Schools

www.mullumvetcluster.com.au

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creative industry courses

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Dance	Fairhills High School	56
Design Fundamentals (Visual Arts)	Box Hill Institute	58
Design Fundamentals	Swinburne University of Technology	60
Music Industry (Performance)	Scoresby Secondary College	108
	Sherbrooke Community School	110
Music Industry (Sound Production)	Aquinas College	112
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service industry courses

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	Swinburne University of Technology	16
Animal Studies	Box Hill Institute	18
	Donvale Christian College	20
Beauty Services	Box Hill Institute	30
	Inspiring Beauty & Massage Academy	32
	The Masters Institute of Creative Education	34
Business	Fairhills High School	42
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Sport and Recreation (Outdoor Recreation focus)	Norwood Secondary College	134
Sport and Recreation	Aquinas College	136
Sport and Rec (Personal Fitness Industry focus)	Scoresby College	138
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technology industry courses

Aviation (Remote Pilot)	National Drones Institute	28
Design Fundamentals (Visual Arts)	Box Hill Institute	58
Design Fundamentals	Swinburne University of Technology	60
Information Technology (Networking/ Cybersecurity)	Ringwood Training	86
Information Technology (Virtual Reality and Game Design)	Ringwood Training	88
Information Technology (Game Art & Animation)	Swinburne University of Technology	90
Integrated Technologies (CISCO)	Ringwood Training	92
Laboratory Skills	Box Hill Institute	100
	Swinburne University of Technology	102

trade industry courses

Automotive Studies	Box Hill Institute	24
	Ringwood Training	26
Building & Construction (Carpentry)	Aquinas College	36
	St Joseph's College	38
	Wantirna College	40
Electrotech (Career Start)	Swinburne University of Technology	66
Electrotechnology	Box Hill Institute	68
	St Joseph's College	70
Engineering Studies	Ringwood Training	72
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Horticulture	Swinburne University of Technology	78
Landscaping	Swinburne University of Technology	104
DUAL Horticulture and Landscaping	Swinburne University of Technology	80
Plumbing	Swinburne University of Technology	120





what is VET?

Vocational **E**ducation and **T**raining (**VET**) enables students to acquire workplace skills through nationally recognised training described within an industry developed training package or an accredited course.

The achievement of a VET qualification signifies that a student has demonstrated competency against the skills and knowledge required to perform effectively in the workplace.

Features of VET

- It is a 2-year program combining senior school studies and accredited vocational education and training
- Enables students to complete a nationally recognised vocational qualification (e.g. Certificate II in Hospitality) and a senior school certificate (VCE/VCAL) at the same time
- Provides students a pathway directly to employment and/or entry to further VET studies and qualifications.
- Focuses on students developing industry specific and workplace skills
- It is a vocationally oriented school program designed to meet the needs of industry.

How does VET Work?

A VET program is usually made up of:

- VET units of competency
 - Delivered by a registered training organisation (RTO) (e.g. TAFE), student's school or another school close by.
- Structured workplace learning
 - This involves an employer accepting a student on a one day a week basis or one-week block. Structured workplace learning enables the student to demonstrate acquired skills and knowledge in an industry setting. During the work placement, a student will have specific tasks to undertake in order to demonstrate competence. They will be regularly monitored and may be assessed on the job.

Contribution to the VCE

With the exception of English there is no limit on the VET programs that may contribute to satisfactory completion of the VCE. VET may be fully incorporated into the VCE as VCE VET or Block Credit Programs. Students who complete all or part of a nationally recognised qualification may receive credit towards satisfactory completion of their VCE and/or VCAL. Recognition can be achieved through:

- Enrolment in a VCAA-approved VCE VET program, or a school-based or part-time apprenticeship or traineeship.
- Enrolment in any other nationally recognised qualification at Certificate II level or above – this arrangement is called block credit recognition.

VCE VET Programs:

- VCE VET programs are VET qualifications approved by the VCAA following consultation with schools, industry and training providers.
- VCE VET programs lead to nationally recognised qualifications, thereby offering student the opportunity to gain both the VCE and a VET qualification,
- All VCE VET programs provide credit towards the VCE. Most VCE VET programs provide credit at Units 1 to 4 level; however, some programs provide credit at Units 1 & 2 level only.
- VCE VET programs also provide credit towards the VCAL (students need 90 hours as a minimum, to achieve their Senior VCAL).
- Selected VCE VET programs have a study score component based on the designated Units 3 & 4 sequence of their program. For scored VCE VET programs, the study score is calculated using assessments of each student's levels of performance. Scored programs, contribute directly to the ATAR, either as one of the primary four studies or as a fifth or sixth study.

Some programs do not provide a study score. A non-scored VCE VET program does **not** provide a study score and therefore cannot contribute towards the student's primary four. Subject to VTAC policy, where a Unit 3 & 4 sequence is available and satisfactorily completed, it may be counted as a 5th or 6th subject and contribute towards their ATAR (a 10% increment towards their ATAR (subject to VTAC policy)).

Block Credit VET Programs

Students who undertake VET programs not included in the suite of approved VCE VET programs may be eligible for credit towards their VCE. VTAC may award students who receive a Units 3 & 4 sequence through Block Credit recognition a 10% increment towards their ATAR (subject to VTAC policy).

For further information, go to: <http://www.vtac.edu.au/pdf/publications/choice.pdf>

VET Increases Students' Learning Potential

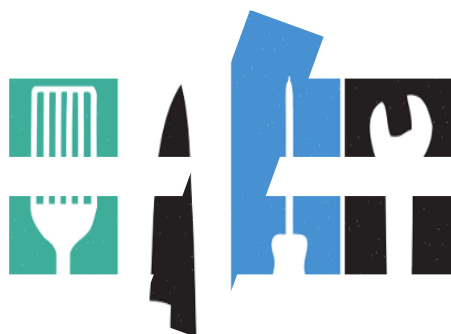
- Broadens VCE/VCAL options
- Develops student's capacity to make decisions and solve problems
- Helps students to gain confidence and improve communication and interpersonal skills through learning in an adult environment
- Fosters positive feedback by enabling students to demonstrate specific skills and competency
- Matches student interests and career directions through the provision of strong pathways.

VET Gives National Qualifications and Skills

- Upon successful completion of the program, students may be awarded a Nationally Accredited Qualification, Skill Set or Statement of Attainment
- VET qualifications may articulate directly into further education and training at a TAFE, other Registered Training Organisation or High Education provider, through documented pathway agreements
- VET provides access to a range of different technologies related to the type and place of work.

VET Prepares Students for the Workforce

- Provides the opportunity to trial an Industry
- Helps students explore possible areas of interest which promote further study and work choices
- Multiplies post-school opportunities
- Participation in Structured Workplace learning provides students with opportunities to develop links to Industry/Local Community employers
- Develops employability skills
- Helps students develop their knowledge of employer's expectations and real working conditions
- Develops their capacity for co-operation, teamwork, independence and leadership skills
- Assists in transition from school to work.



how to use this handbook

This **Handbook** has been designed to offer an outline of how the Mullum VET Cluster can provide an extensive selection of VET programs to students at member schools.

Disclaimer:

- All Mullum VET Cluster programs in this Handbook are offered in good faith. The Programs will be subject to confirmation of Government and other funding which at this stage is unknown at this stage. All Cluster Members, including schools, reserve the right to review, cancel or relocate any VET programs listed in this Handbook.
 - Third Party Programs are those programs delivered by Third Party providers and hosted by Mullum VET Cluster members.
 - The printed arrangements regarding times, venues and course outlines are subject to change or cancellation if minimum enrolment numbers are not met. Successful program applicants will be notified of changes prior to course commencement via their School's VET Coordinator.
-

VET Course Requirements

NB: - students enrolling in a VET program through the Mullum VET Cluster will be required to complete a commitment form covering their code of conduct. Further to this, additional course requirements set out by the Mullum VET Cluster must also be adhered to. It is important that parents and students take time to read the following course requirements before submitting an application form.

1. **Absences** - Students are permitted two absences a Semester or four for the year. An additional two approved absences will be allowed for school camps, excursions etc. Where possible, students need to notify their VET coordinators, trainers and work/or workplace in advance.
2. **Punctuality** - All students are expected to arrive on time to class. Students who arrive more than 10 minutes after the class has started, and without an adequate reason may not be allowed entry and may be marked absent.
3. **Work requirements** - All tasks as assigned by the trainer/employer are to be completed by the due date. Students who fail to meet deadlines will be given a warning and a second submission date will be negotiated. Students who fail to complete all set tasks may not be able to successfully complete the Certificate.
4. **Medical information** - Before an application can be confirmed, students must return a medical form to their home school VET coordinator. This will enable the Host School/Venue to comply with their duty of care requirements. **NB:** the medical form will be distributed to students by their home school on Application. All details shared between Home School and VET provider will be treated as confidential.
5. **Student commitment forms** - This form is part of the Application process and outlines all student responsibilities regarding work requirements, student behaviour and course expectations. Failure to complete and submit this form will jeopardise a student's application for a program.

6. **Program costs** - All VET programs offered through the Mullum VET Cluster attract costs. Through the clustering arrangement these costs are kept to a minimum where possible. Program costs will vary according to the purchase of training hours, the materials required by students to complete the program, uniforms, trade materials, transport, books and equipment required. It should be noted that a student's home school determines costs and payment of costs. **NB:** students who withdraw two weeks after the course has commenced will be ineligible for costs to be refunded.
7. **Unique Student Identifier Number (USI number)** - Since 2015, school students participating in nationally recognised accredited training will require a Unique Student Identifier (USI). The USI will provide students with the ability to obtain a complete record of their Vocational Education and Training (VET) enrolments and achievements from a single online source. Students often need to provide evidence of their academic achievements, for example when applying for a job or to undertake further study. The USI enables students to obtain a full transcript of all of the accredited VET training they have undertaken from the time the USI comes into effect, or an extract of it that shows the particular achievements they want it to. A student must provide their USI number to their Home School on application. The VET training provider must also be presented with the USI number if the student is to receive a statement of attainment or qualification. While students can apply for their own USI, **schools** can also apply on behalf of students with the student's permission. Suggested forms of ID for young students would be a Medicare number, Australian Birth Certificate or Citizenship Certificate. Further information about the USI will be provided by your school's VET Coordinator and is also available at: <https://www.usi.gov.au/> - see Application form.
8. **Structured Workplace Learning** - Structured Workplace Learning is a key feature of VET programs. All students are encouraged to complete a minimum of one week's work placement in a related industry. Some students with a compulsory structured work placement, for example, Hospitality and Engineering, will be offered assistance through the Cluster to source a suitable placement. It is the responsibility of the student; however, to ensure that all paperwork associated with this structured workplace learning is completed and returned in a timely fashion. Students will need to meet the work placement requirements of the course to the best of their abilities. **NB:** all required documentation can be sourced from the Home School.
9. **Reports** - All students undertaking a Mullum VET Cluster program will receive an official written report indicating their progress in the program. These reports are issued by the training providers to the student's Home School and will include information on completed competencies, student learning, attendance and behaviour. Parents will receive a copy of these reports in Term 2 and 4. Completed Certificates will be sent directly to the Student at the completion of the course. Schools will forward reports and certificates to students. It should be noted that completed certificates might not be sent until the following year in accordance with graduation processes from the various TAFE and Registered Training Institutions. Students completing a VET program will receive notification of their final results through the Victorian Registration & Qualifications Authority – VRQA. A copy of their results will also be available via the student's USI Account (see point 7 above). VET programs with a Study Score or increment at Year 12 will have their results appear as part of their VCAA Study Scores. ATAR contributions are calculated at the Year 12 level only by VTAC and are made available to students by VTAC through the normal channels.
10. **Student behaviour** - Currently, there are over 1000 students undertaking VET programs through the Mullum VET Cluster. If these programs are to remain available to all Cluster students, it is imperative that students abide by the RTO and Host School's policies and procedures whenever they are on site.

This includes meeting Occupational Health and Safety requirements in and out of the classroom. Attitude and behaviour are to be of the expected standard.

11. **Catch up classes** - Where necessary, students may be required to attend catch up classes after school, during the school holidays or on the weekend. The student and/or parent will be required to cover any additional costs related to these classes should they be applied.
12. **Absence from a Scored Assessed Task – Year 2 units only** - Students who are absent from class on a day when a Scored Assessed Task is held should:
 - Phone their VET Coordinator at school and their VET Trainer by 9:00am.
 - Provide a medical certificate immediately on return to school. A copy should be given to the VET Coordinator by 9:00am and a copy should be faxed to the VET Trainer.
 - The VET Trainer in conjunction with the student's VET Coordinator will determine whether the absence is excused and whether rescheduling the missed task will be granted. Students who fail to report to their VET Coordinators on their first day back at school by 9:00am will not have their Scored Assessment Task rescheduled.
13. **Withdrawal from a VET program** - Mullum VET Cluster programs are successful because students are able to access programs offered by member schools. It should be noted by students and parents that failure to abide by the above course requirements may result in a student being withdrawn from a program at full cost to parents.
14. **Additional course information** - For further information on VET programs please refer to the Victorian Curriculum and Assessment Authority website: <http://www.vcaa.vic.edu.au/vet/index.html>
15. **Block credit recognition** -Students may be eligible for credit towards the VCE if they have completed or are completing training in a nationally recognised VET qualification that is not included in the suite of approved VCE VET programs. Credit towards the VCE may be available for full or partial completion of a nationally recognised qualification at Australian Qualification Framework Level II and above. This credit is referred to as 'Block Credit Recognition'. To be eligible for Block Credit Recognition the student must be enrolled in the VCE.
16. **Child Safe Standards** - The schools and institutions affiliated with the Mullum VET Cluster are safe and inclusive environments. The Mullum VET Cluster has a zero tolerance for child abuse and is committed to acting in the best interests of keeping children safe, in accordance with Ministerial Order 870 and The Victorian Child Safe Standards
- <https://www.education.vic.gov.au/school/principals/spag/safety/Pages/childsafestandards.aspx>
17. **International Students – Please note that many TAFE institutions will not enrol International Students into a VET program, and this includes Swinburne University of Technology and Box Hill Institute.**
 - a. Mullum VET Cluster advises that any International Student who undertakes a VET Course may receive a Certificate of Attainment but may not receive the Qualification.
 - b. The score may be counted towards their VCE.
 - c. It is the Home School responsibility to present this information to students and parents/carers.

The Three Steps to Apply for a VET Program

Step 1:

- Read the handbook and course requirements carefully
- Speak to your Home School VET Coordinator; select your program and complete the Application form provided by your Home School
- Submit the application to your VET Coordinator by the due date printed on the form
 - Please note that some Institutions require additional application procedures to be fulfilled before application is considered and completed.

Step 2:

(Please check with your school if it is your responsibility to follow Step 2, some schools complete this step for you.)

- Go to the Mullum VET Cluster website and use the APPLY NOW button to submit an application online.
 - Please note that some Institutions require additional application procedures to be fulfilled before application is considered and completed.

NB: students who do not complete Steps 1 & 2 (if applicable), will not be eligible for enrolment in a VET Program.

Step 3:

- There are costs associated with each program. Applicants should contact their Home School VET Coordinators for an estimate of costs.

Please note:

Your application is deemed successful when confirmation has been received by the Host School.



who is the mullum VET cluster?



The Mullum VET Cluster is a co-operative group of 50+ Government, Catholic and Independent schools and Registered Training Organisations, operating in partnership. Our aim is to bring cost effective VET programs to as great a number of students as possible who reside in the Eastern corridor of Victoria.

Mullum VET Cluster Members Include:

Australian College of Dramatic Arts	National Drones Training Institute
Aquinas College	Nazareth College
Bayswater Secondary College	Norwood Secondary College
Belgrave Heights Christian School	Our Lady of Sion College
Berengarra School	Oxley College
Berwick College	Ringwood Secondary College
Blackburn High School	Ringwood Training
Boronia K-12 College	Rowville Secondary College
Box Hill Institute	Scoresby Secondary College
Box Hill Senior Secondary College	Sherbrooke Community School
Brentwood Secondary College	St Andrew's Christian College
Cire Services	St Joseph's College – Ferntree Gully
Croydon Community School	Swinburne Senior Secondary College
Doncaster Secondary College	Swinburne University of Technology
Donvale Christian College	The Knox School
East Doncaster Secondary College	The Masters Institute of Creative Education
Emerald Secondary College	Tintern Grammar
Emmaus College	Upper Yarra Secondary College
Fairhills High School	Upwey High School
Heathmont College	Vermont Secondary College
Highvale Secondary College	Wantirna College
Inspiring Beauty Training Salon	Warrandyte High School
Lilydale Heights College	Waverley Christian College
Luther College	Wellington Secondary College
Mater Christi College	Whealers Hill Secondary College
Melba College	Whitefriars College
Monbulk College	Yarra Hills Secondary College – Mooroolbark Campus
Mullauna College	Yarra Valley Grammar School

Course Code & Name:		22576VIC Certificate III in Acting (Screen) <i>NB Delivered over 2 years</i>
Course Aims:		The general purpose of this course is to provide the skills, knowledge and attitudes for training in acting for film and television. The Course has been written to create career opportunities for peripheral creative industries. It also promotes pathways into tertiary education.
Course Delivery	Location and Times:	Year 1: The Australian College of Dramatic Arts, MBCTA Youth Theatre (Boronia) Wednesday 5.30pm-8.30pm Year 2: The Australian College of Dramatic Arts, MBCTA Youth Theatre (Boronia) Wednesday 5.30pm-8.30pm
	Mode of Delivery:	Classroom based
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Block credit arrangements are available for this program. ATAR: This subject does not have a study score and therefore cannot contribute towards the student's primary four. Subject to VTAC policy, where a Units 3 & 4 sequence is available and satisfactorily completed, it may be counted as a 5th or 6th subject and contribute towards their ATAR (10% of the lowest of the primary four scaled).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: 22576VIC – Certificate III in Acting (Screen)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Australian College of the Dramatic Arts RTO: 3139
	RTO Student Information:	Please refer to www.acda.vic.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	Students will be required to attend VET Industry Days and visits to set (if available) run throughout the duration of the course.
	Work Placement:	Not required.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBXTW301	Work in a team	40	C
BSBPEF301	Organise personal work priorities	30	C
CUAWHS302	Apply work health and safety practices	10	C
CUAIND201	Develop and apply creative arts industry knowledge	20	C
CUAMPF302	Prepare for performances	35	C
VU23078	Prepare and present self for auditions	45	C
VU23079	Develop script knowledge and performance skills	45	C
VU23080	Develop acting techniques	45	C

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBTWK301	Use inclusive work practices	30	C
CUAIND402	Provide freelance services	30	C
FNCSUS401	Participate in negotiations	20	C
VU23081	Expand skills for auditions	50	C
VU23082	Expand script knowledge and performance skills	50	C
VU23083	Extend acting technique	50	C
VU23084	Write the script	50	C
Choose 1 Elective			
CUACAM401	Shoot a wide range of screen content	70	E
CUAAIR302	Develop techniques for presenting to camera	30	E
CUADRT502	Direct performers for screen productions	50	E
CUADRT602	Audition and select performers	50	E
CUAMUP401	Design, apply and remove make-up	160	E
Nominal Hours over two years		580 - 710	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Drama • Theatre Studies 	
	Pathways:	<ul style="list-style-type: none"> • Diploma of Arts – Acting • Advanced Diploma of Arts • Degree of Creative Arts/Drama 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Actor • Agent • Casting Consultant • Director • Drama Teacher • Producer 	<ul style="list-style-type: none"> • Stage Manager • Writer • Lighting and Sound • Technician • Technical Crew Member • Make-Up Artist



creative

allied health assistance

Course Code & Name		HLT33015 Certificate III in Allied Health Assistance (Partial completion) (Incorporating the HLT33115 Certificate III in Health Services Assistance) Enrolment advice: Students wishing to undertake or complete the HLT33115 Certificate III in Health Services Assistance should be enrolled in the HLT33015 Certificate III in Allied Health Assistance on VASS.
Course Aims		This course will teach you the skills and knowledge required to provide assistance to health professionals involved in the care of clients and involves direct client contact under supervision. Within this program you will also develop a range of factual, technical and procedural knowledge relating to infection prevention and control, workplace health and safety, client movement, cultural diversity, workplace organisation and communication.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 9:00am-12:30pm OR 1:30pm-5:00pm Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 9:00am-12:30pm OR 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for: <ul style="list-style-type: none"> • Recognition of one unit at Units 1 and 2 level, and a minimum of three units at Units 3 and 4 level. • This is a scored 3-4 which can be used as a primary subject or provide an increment if used as a 5th or 6th subject. • The increment is awarded by the Victorian Tertiary Admissions Centre (VTAC). • Further information can be found on the VTAC website: www.vtac.edu.au • VCE VET Health will offer scored assessment in 2021.
	VCAL:	This program contributes to the Industry Specific Skills Strand and Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: HLT33015 - Certificate III in Allied Health Assistance (Partial completion) (Incorporating the HLT33115 Certificate III in Health Services Assistance).

Additional Requirements/ Information	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumcluster.com for student rights and responsibilities whilst on campus.
	OHS / PPE:	N/A
	Excursions:	N/A
	Work Placement:	Students must undertake a minimum of 80 hours of work experience in an acute care setting, under the supervision of a registered nurse.
	Other:	Students must be in Year 11 or 12 in 2021 to participate in this course.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWOR301	Organise personal work priorities and development	30	C
CHCCOM005	Communicate and work in health or community services	30	C
CHCCCS002	Assist with movement	25	E
CHCCCS010	Maintain high standard of service	30	E
CHCCCS020	Respond effectively to behaviours of concern	20	E
HLTINF001	Comply with infection prevention and control policies and procedures	25	C
HLTWHS001	Participate in workplace health and safety	20	C
HLTAID003	Provide first aid	18	E
Total nominal hours		198	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
BSBMED301	Interpret and apply medical terminology appropriately	Portfolio 08	60	C
HLTAAP001	Recognise healthy body systems	Portfolio 07	70	C
CHCCCS026	Transport individuals	Work Performance 01	20	E
CHCPRP005	Engage with health professionals and the health system	Work Performance 01	40	E
Total nominal hours			190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology Chemistry Physical Education 	<ul style="list-style-type: none"> Health & Human Development Psychology
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Allied Health Diploma of Nursing 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Health Care Assistant Assistant in nursing Nursing 	<ul style="list-style-type: none"> Patient Care assistant Ward Support



serVice

allied health assistance

Course Code & Name:		HLT33015 Certificate III in Allied Health Assistance (Partial Completion) Current for 2022
Course Aims:		The Certificate in Allied Health Assistance offers a two-year partial completion program for VET for secondary students. The advantage of the Certificate III in Allied Health Assistance is that it provides students with the knowledge and skills to enhance their employment prospects in the health industry. This qualification covers workers who provide assistance to allied health professionals and other health professionals with the care of clients.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 1:00pm – 4:00pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 1:00pm – 4:00pm
	Mode of Delivery:	Classroom/Online
	Duration:	2 years' part time

On successful completion of this program the student will:

Credit towards VCE/VCAL	VCE:	Be eligible for one VCE unit at Units 1 and 2 level and a minimum of three units at 3 and 4 level. ATAR: Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the students best four studies (the primary four) or as a fifth or sixth study.
	VCAL:	Meet the requirements for the Industry Specific Skills strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for a Statement of Attainment listing the units achieved in HLT33015 Certificate III in Allied Health Assistance.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	OHS / Personal Protective Equipment:	NA
	Excursions:	NA
	Work Placement:	Not required but is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCCOM005	Communicate and work in health or community services	30	C
HLTWHS001	Participate in workplace health and safety	20	C
BSBWOR301	Organise personal work priorities and development	30	C
CHCCCS002	Assist with movement	25	C
CHCCCS010	Maintain a high standard of service	30	C
CHCCCS020	Respond effectively to behaviours of concern	20	E
HLTAID003	Provide first aid	18	E
HLTINF001	Comply with infection prevention and control policies and procedures	25	C
Total nominal hours		198	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBMED301	Interpret and apply medical terminology appropriately	60	C
HLTAAP001	Recognise healthy body systems	70	C
HLTHPS001	Take clinical measurements	50	E
CHCCCS026	Transport individuals	20	E
CHCCCS015	Provide individualised support	30	E
Total nominal hours		230	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology Chemistry 	<ul style="list-style-type: none"> Psychology Health and Human Development
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Allied Health Assistance Diploma of Nursing Advanced Diploma of Nursing Bachelor of Nursing 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Nurse Therapy Assistant 	<ul style="list-style-type: none"> Physiotherapy Assistant Occupational Assistant



service

animal studies

Course Code & Name:		ACM20117 Certificate II in Animal Studies (Please note the code and title of this qualification is subject to change in 2022) NB: Delivered over 1 or 2 years.
Course Aims:		This program provides you with the basic skills and knowledge in order to become an animal carer. You will learn how to care for a variety of animals and provide information on companion animals, products and services. You will gain the practical skills and basic knowledge you need for entry-level work in the animal care industry. You will learn how to assist with general animal care, provide food and water for animals and follow occupational health and safety procedures in the workplace. You will undertake work in our animal facility throughout the year giving you the opportunity to work with mice, rats, guinea pigs, rabbits, fish and reptiles. You will also have dogs and cats regularly attend class for practical training.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale Wednesday 1:30pm-5:00pm Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale Wednesday 1:30pm-5:00pm Fast track program: 1 year (1-4 unit sequence) Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm – 7:30pm
	Mode of Delivery:	Classroom based
	Duration:	1 or 2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students who complete the VCE VET Animal Studies Program will be eligible for four units' credit towards their VCE, including two units at Units 1 and 2 level, and a Units 3 and 4 sequence. ATAR: This subject does not have a study score and therefore cannot contribute towards the student's primary four. Students who receive a Units 3 and 4 sequence for ACM20117 Certificate II in Animal Studies will be eligible for an increment towards their ATAR (10% of the lowest of the primary four scaled studies). Please note the student must already have English and three other fully scored VCE/VET subjects to create the primary four.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification in: ACM20117 – Certificate II in Animal Studies

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/for-students/student-information/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students must be in Year 11 or 12 to participate in this course. Students must provide a copy of a current tetanus vaccination by emailing it at the time of applying to VETDSS@boxhill.edu.au

	Excursions:	Students may be required to attend a planned Excursions.
	Work Placement:	The VCAA strongly recommends that students undertake a minimum of 80 hours of SWL for the VCE VET Animal Studies program. SWL should be spread across the duration of the training program.
	Other:	(Please note the code and title of this qualification is subject to change in 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ACMGAS201	Work in the animal care industry	30	C
ACMGAS202	Participate in workplace communications	20	C
ACMGAS203	Complete animal care hygiene routines	30	C
ACMGAS204	Feed and water animals	40	C
ACMGAS205	Assist in health care of animals	40	C
ACMWHS201	Participate in workplace health and safety processes	40	C
ACMSUS201	Participate in environmentally sustainable work practices	20	C
Total nominal hours		220	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ACMSPE310	Provide basic care of mammals	40	E
ACMGAS209	Provide information on companion animals, products & services	40	E
ACMGAS206	Provide basic first aid for animals	30	C
ACMGAS208	Source information for animal care needs	40	E
ACMGAS302	Provide enrichment for animals	40	E
Total nominal hours		190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Animal Studies 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Welfare organisation worker Pet shop assistant Pet boarding facilities worker 	<ul style="list-style-type: none"> Pet grooming services worker Animal rescue centres worker



service

animal studies

Course Code & Name:		ACM20117 Certificate II in Animal Studies (Please note the code and title of this qualification is subject to change in 2022) NB: Delivered over 2 years.
Course Aims:		This is a general qualification for entry into sectors of the animal care and management industry, where workers provide care for animals in workplaces such as animal shelters, kennels, catteries, sanctuaries and veterinary clinics. At this level, work takes place under direct supervision within clearly defined guidelines for work activities. This course is designed to provide you with an understanding of the basic skills and knowledge to enter the Animal Care and Management industry and become an animal carer, animal welfare worker or farm hand. Completion of this course will assist you to make an informed decision regarding pursuing a career within the animal industry.
Course Delivery	Location and Times:	Year 1: Donvale Christian College, 155 Tindals Road, Donvale Wednesday 1:00pm-5:00pm Year 2: Donvale Christian College, 155 Tindals Road, Donvale Wednesday 1:00pm-5:00pm
	Mode of Delivery:	DonChristCol Farm and Classroom based activities
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Recognition of up to two units at Units 1 and 2 level and a Units 3 and 4 sequence. ATAR: Students who receive a Units 3 and 4 sequence for ACM20117 Certificate II in Animal Studies will be eligible for an increment towards their ATAR (10% of lowest study score of the primary four). The VCE VET Animal Studies program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification in: ACM20117 – Certificate II in Animal Studies

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Access Skills Australia RTO: 4603
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students need to purchase steel-capped boots and wear a hat and hard-wearing attire.
	Excursions:	Students may be required to attend a planned Excursions.
	Work Placement:	The VCAA strongly recommends 80 hours of structured workplace learning (SWL) placement over the duration of the program. The College runs a farm which provides options for work placement opportunities through animal exhibitions and experiences in addition to the prescribed Vet training sessions on Wednesdays.
	Other:	(Please note the code and title of this qualification is subject to change in 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ACMGAS201	Work in the animal care industry	30	C
ACMWH201	Participate in workplace health and safety processes	40	C
ACMGAS202	Participate in workplace communications	20	C
ACMSUS201	Participate in environmentally sustainable work practices	20	C
ACMGAS203	Complete animal care hygiene routines	30	C
ACMGAS204	Feed and water animals	40	C
Total nominal hours		180	

Year 2: Competencies covered in the second year:

Please note these Year 2 UOCs were completed in 2020 as first year students. Therefore, continuing Year 2 students will complete Year 1 UOCs in 2021.

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ACMGAS205	Assist in health care of animals	40	C
ACMGAS206	Provide basic first aid for animals	30	C
ACMSPE310	Provide basic care of mammals (alpacas/goats) - ongoing	40	E
ACMGAS210	Prepare for and conduct a tour or presentation	30	E
ACMSPE302	Provide basic care of avians (poultry)	40	E
ACMGAS208	Source information for animal care needs	40	E
Total nominal hours		220	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:		
	Pathways:	<ul style="list-style-type: none"> Certificate III in Animal Studies 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Welfare organisation worker Animal Care Attendant Animal Shelter Attendant Animal Rescue Centre worker Farmhand Alpaca Stud 	<ul style="list-style-type: none"> Farm Manager Kennel Hand Cattery Attendant Pet shop attendant Assistant Dog groomer



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applied fashion

Course Code & Name:		MST20616 Certificate II in Applied Fashion Design & Technology NB: Delivered over 2 years
Course Aims:		This program aims to provide students with the basic design and development skills and knowledge to prepare them for work in the fashion industry. It allows for creative expression to be developed and displayed in the practical projects undertaken. Opportunities are provided to acquire and develop skills in sewing, design processes, working with patterns, applying quality standards and interpreting basic sketches.
Course Delivery	Location and Times:	Year 1: Donvale Christian College, 155 Tindals Road, Donvale Wednesday 1:00pm-5:00pm AND Year 2: Donvale Christian College, 155 Tindals Road, Donvale Wednesday 1:00pm-5:00pm
	Mode of Delivery:	Classroom based
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students who complete the VCE VET Applied Fashion Design and Technology program will be eligible for up to six units of credit towards their VCE: four units at Units 1 and 2, and a Units 3 and 4 sequence. ATAR: Students who receive a Units 3 and 4 sequence will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: MST20616 Certificate II in Applied Fashion Design & Technology

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Vocational Pathways Ripponlea Institute RTO: 21230
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	There are no prerequisites for Certificate II, however basic sewing skills are strongly recommended. Certificate III prerequisite is Certificate II in Applied Fashion Design & Technology. Students must purchase additional materials from the booklist including tools, folio development equipment, sewing materials & notions, and fabric and haberdashery for each garment made in the program. An orientation session will be held in accordance with the Mullum Cluster orientation date later in the year.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency: Core

Units 1-4

Unit Code	Unit Name	Nominal Hours	Core / Elective
MSMENV272	Participate in environmentally sustainable work practices	30	C
MSMWHS200	Work Safely	30	C
MSS402051	Apply quality standards	30	C
MSTCL2011	Draw and interpret a basic sketch	30	C
Total nominal hours		120	

Units of Competency: Elective

Units 1-4

9 Electives from Group A, B and C

Unit Code	Unit Name	Nominal Hours	Core / Elective
MSTCL2010	Modify patterns to create basic styles	50	E
MSTFD2001	Design and produce a simple garment	80	E
MSTFD2005	Identify design processes for fashion designs	40	E
MSTFD2006	Use a sewing machine for fashion design	80	E
MSTCL1001	Produce a simple garment	40	E
MSTML1001	Make a simple headpiece	40	E
MSTGN2013	Identify fibres, fabrics and textiles used in the TCF Industry	80	E
MSTTX1001	Produce a simple textile fabric or product	40	E
MSTCL3007	Embellish garment by hand or machine	40	E
MSTFD3003	Prepare design concept for a simple garment	80	E

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Visual Communication and Design Product Design and Technology 	
	Pathways:	<ul style="list-style-type: none"> Diploma of Textiles, Clothing and Footwear Bachelor of Fashion Design/Merchandising Certificate IV in Clothing Production 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Costume Designer Fashion Photography Patternmaker 	<ul style="list-style-type: none"> Tailor Visual Merchandising Fashion Designer



creative

Course Code & Name:		AUR20716 Certificate II in Automotive Vocational Preparation (Please note the code and title of this qualification is subject to change in 2022)
Course Aims:		The VCE VET Automotive program is the industry endorsed program for secondary school students aiming to enter a career in the Automotive Industry. This training covers the skills and knowledge required to perform minor maintenance and repair of an automotive vehicle body. Topics covered will include the use of workplace tools and equipment, servicing and inspection of engines, transmissions, cooling, fuel, steering, suspension and braking systems, identifying automotive faults, effective workplace communication and customer relation skills.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 8:30am – 12:30pm; 1:30pm – 5:30pm Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale Wednesday 8:30am – 12:30pm; 1:30pm – 5:30pm Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm – 5:30pm
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE, VCAL AND ATAR:	On successful completion of this program, you will be eligible for: <ul style="list-style-type: none"> Recognition of two units and Units 1 & 2, and a Units 3 & 4 sequence Students who receive a Units 3 and 4 sequence for AUR20716 Certificate in Automotive Vocational Preparation will be eligible for an increment towards their ATAR (10% of the lowest of the primary four scaled studies) The increment is awarded by the Victorian Tertiary Admissions Centre (VTAC) Further information found on the VTAC website at www.vtac.edu.au The VCE VET Automotive program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: AUR20716 - Certificate II in Automotive Vocational Preparation.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/for-students/student-information/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / PPE	Personal Protection Equipment (PPE) required. Details will be supplied upon enrolment.
	Excursions:	NA
	Work Placement:	The VCAA strongly recommends 160 hours of structured workplace learning (SWL) placement over the duration of the program.
	Other:	(Please note the code and title of this qualification is subject to change in 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AURASA002	Follow safe working practices in an automotive workplace	20	C
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	25	C
AURLTA001	Identify automotive mechanical systems and components	25	C
AURTTK002	Use and maintain tools and equipment in an automotive workplace	20	C
AURAF004	Resolve routine problems in an automotive workplace	20	C
AURETR015	Inspect, Test and Service Batteries	10	E
AURETR003	Identify automotive electrical systems and components	25	C
AURTTA027	Carry out basic vehicle servicing operations	40	E
Total nominal hours		185	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AURETK003	Operate electrical test equipment	40	E
AURETR006	Solder electrical wiring and circuits	20	E
AURETR048	Construct and test basic electronic circuits	40	E
AURTTE007	Dismantle and assemble single-cylinder four-stroke petrol engines	40	E
AURTTE008	Dismantle and assemble multi-cylinder four-stroke petrol engines	40	E
AURAF003	Communicate effectively in an automotive workplace	20	C
Total nominal hours		200	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	
	Pathways:	<ul style="list-style-type: none"> • Certificate II in Automotive Vehicle Servicing (as a School-based Traineeship) • Certificate III in Light Vehicle Mechanical Technology • Certificate IV in Automotive Technology • Diploma of Automotive Technology
	Possible Future Career Opportunities:	<p>This course will give you employment opportunities to start your career as an automotive apprentice.</p> <p>This qualification may also give you the skills to enter the workforce in the bicycle, marine, motorcycle, heavy vehicle and outdoor power equipment areas.</p>



trade

Course Code & Name:		AUR20716 Certificate II in Automotive Vocational Preparation (Please note the code and title of this qualification is subject to change in 2022)
Course Aims:		VET in Schools Automotive Studies is ideal for students who want a hands-on practical applied learning study that contributes to VCE or VCAL. The Certificate II prevocational course includes project based learning, team work and practical work tasks. The course includes skills and knowledge required to perform a range of tasks related to servicing and repairing mechanical components/systems of cars within an automotive service and repair business. It is suitable for entry into the automotive retail, service and repair industry. Students may transition into an SBAT (School based Apprenticeship and Traineeship) in Automotive Vehicle Technology then take up a full time Certificate III Light Vehicle Mechanical Technology apprenticeship.
Course Delivery	Location and Times:	Year 1: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 8:00am-12:30pm; Wednesday 1:00pm-5:30pm Year 2: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 8:00am-12:30pm; Wednesday 1:00pm-5:30pm
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	VCE: Students will be eligible for two units of credit at the 1&2 level and two units at the 3&4 level. Students who receive a Units 3&4 sequence will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: AUR20716 - Certificate II in Automotive Vocational Preparation.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Ringwood SC (Ringwood Training) RTO: 22475
	RTO Student Information:	Please refer to http://www.rt.vic.edu.au/student-handbook and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Workwear and steel-cap leather work boots required. No bib and brace overalls. Clear lens safety glasses will be supplied.
	Excursions:	Industry eg. HSV, Fox Museum
	Work Placement:	A work placement is not required but is strongly recommended.
	Other:	(Please note the code and title of this qualification is subject to change in 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AURASA002	Follow safe working practices in an automotive workplace	20	C
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	25	C
AURLTA001	Identify automotive mechanical systems and components	25	C
AURTTK002	Use and maintain tools and equipment in an automotive workplace	20	C
AURTTA027	Carry out basic vehicle servicing operations	40	E
AURTTE008	Dismantle and assemble multi-cylinder four-stroke petrol engines	40	E
AURTTJ003	Remove and replace wheel and tyre assemblies	10	E
Total nominal hours		180	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AURAF003	Communicate effectively in an automotive workplace	20	C
AURAF004	Resolve routine problems in an automotive workplace	20	C
AURETR003	Identify automotive electrical systems and components	25	C
AURETK003	Operate electrical test equipment	40	E
AURTER015	Inspect, test and service batteries	10	E
AURTTB007	Remove and replace brake assemblies	20	E
AURTTT004	Remove and replace radiators	20	E
AURTTD006	Remove and replace vehicle front suspension springs	25	E
Total nominal hours		180	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	
	Pathways:	<ul style="list-style-type: none"> • Certificate II in Automotive Vehicle Servicing (as a School-based Traineeship) • Certificate III in Light Vehicle Mechanical Technology • Certificate IV in Automotive Technology • Diploma of Automotive Technology
	Possible Future Career Opportunities:	Australia's modern vehicle fleet requires highly skilled Light Vehicle Motor Mechanics to maintain, service and repair vehicle mechanical and electrical components. The range of tasks undertaken by motor mechanics includes working on engines, transmissions, steering systems and much more. Today's motor mechanic needs to be highly literate and numerate and should have the capacity to be trained to use a range of electronic vehicle diagnostic software. Many tradespeople in this field become highly sought-after specialists, and some move across into electrical and heavy vehicle roles over time.



serVice

aviation (remote pilot)

Course Code & Name:		AVI30419 Certificate III in Aviation (Remote Pilot) NB: 2022
Course Aims:		The qualification is relevant to individuals operating remotely piloted aircraft systems (RPAS), in compliance with relevant regulatory requirements of the Civil Aviation Safety Authority (CASA) and national operating standards. A more detailed course description can be seen here: https://training.gov.au/Training/Details/AVI30419
Course Delivery	Location and Times:	Year 1: Caribbean Gardens/Park, Ferntree Gully Road, Scoresby Wednesday 1:00pm – 4:30pm Year 2: 2022
	Mode of Delivery:	Classroom/park based.
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	<ul style="list-style-type: none"> • Recognition of two VCE VET units at a Units 1 and 2 level • Recognition of two VCE VET units at a Units 3 and 4 level
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: AVI30419 – Certificate III in Aviation (Remote Pilot)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Beverly College Pty Ltd T/A National Drones Training Institute RTO: 41441
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Supplied by National Drones Training Institute.
	Excursions:	National Drones - Commercial Drone Operation. Airservices – Melbourne Air Traffic Control Tower. CASA (Civil Aviation Safety Authority) Victoria Police RPAS (Remote Pilot Division)
	Work Placement:	No Work Placement Required.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AVIY0031	Apply the principles of air law to remote pilot aircraft systems operations	15	C
AVIY0027	Operate multi-rotor remote pilot aircraft systems	20	C
AVIH0006	Navigate remote pilot aircraft systems	45	C
AVIW0004	Perform operational inspections on remote operated systems	30	C
AVIY0053	Manage remote pilot aircraft systems energy source requirements	25	C
AVIE0003	Operate aeronautical radio	25	C
AVIE0005	Complete a Notice to Airmen (NOTAM).	20	C
AVIW0008	Conduct aerial search using remote piloted aircraft	30	C
Total nominal hours		210	

Year 2: Competencies covered in the second year.

Unit Code	Unit Name	Nominal Hours	Compulsory /Elective
AVIZ0005	Apply situational awareness in remote pilot aircraft systems operations	5	C
AVIF0021	Manage human factors in remote pilot aircraft systems operations	20	C
AVIW0028	Operate and manage remote pilot aircraft systems	40	C
AVIW0006	Perform infrastructure inspections using remote operated systems	35	C
AVIW0007	Perform aerial mapping and modelling using remote piloted aircraft systems	35	C
AVIY0023	Launch, control and recover a remotely piloted aircraft	30	C
AVIY0052	Control remote pilot system on the ground	25	C
Total nominal hours		190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • RePL CASA cert Remote Pilot License 	
	Pathways:	<ul style="list-style-type: none"> • Diploma of Police Search and Rescue • Diploma of Property Services (Asset and Facility Management) • Advanced Diploma of Public Safety (fire Fighting Management) • Advanced Diploma of Conservation and Land Management • Diploma of Aviation <p>The use of drones as a tool to capture and analyse data is being utilised over a vast number of career pathways, providing upskilling opportunities in technology, necessary for future jobs.</p>	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Engineering • Surveying • Law Enforcement • Building/Asset Inspection • Energy / Utility Sectors • Artificial Intelligence 	<ul style="list-style-type: none"> • Telecommunications • Mining • Forensics • Emergency Services • Computer Science • UAV/Drone Pilot



beauty services

Course Title		SHB30115 Certificate III in Beauty Services
Course Aims		NB: Delivered over 2 years After successful completion you will possess a range of well-developed technical and customer service skills where discretion and judgement is required and are responsible for their own outputs. This includes client consultation on beauty products and services.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 8:30am – 1:00pm; 1:30pm-6:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-6:00pm Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 8:30am – 1:00pm; 1:30pm-6:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 8:30am-1:00pm
	Mode of Delivery:	Classroom based
	Duration:	Two years

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of Certificate III in Beauty Services, students will be eligible for up to four units at Units 1 and 2 level and a Units 3 & 4 sequence. VCE and VET units accrue in the following order: Unit 1, 2, 3, 4, 1 and 2 and may be accumulated over more than one year. If you receive a Units 3 and 4 sequence for VCE VET Hair and Beauty, you will be eligible for an increment towards your ATAR (10% of the lowest study score of the primary four). This increment is awarded by the Victorian Tertiary Admissions Centre (VTAC). Further information can be found on the VTAC website: www.vtac.edu.au
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SHB30115 - Certificate III in Beauty Services.

Additional Requirements/ Information	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/for-students/student-information/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will be provided with a black Box Hill Institute t-shirt which must be worn to all classes. Students must have completed Year 9 and have the approval of your school to enrol in this program.
	Excursions:	N/A
	Work Placement:	80 hours of work placement is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBXWHS001	Apply safe hygiene, health and work practices	40	C
SHBBMUP002	Design and apply make-up	45	C
SHBXCCS002*	Provide salon services to clients	40	C
SHBBMUP003	Design and apply Make-up for photography	30	C
SHBBBOS001	Apply cosmetic tanning products	16	C
SHBBNLS001	Provide manicure and pedicure services	50	C
SHBBNLS004	Apply nail art	15	E
SHBBMUP004	Design and apply remedial camouflage make-up	30	E
Total nominal hours		266	

Year 2: Competencies covered in the second year

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBXCCS001	Conduct salon financial transactions	25	C
SHBBFAS001	Provide lash and brow services	15	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBBMUP001	Apply eyelash extensions	30	C
SHBBRES001	Research and apply beauty industry information	20	C
SHBBCCS001	Advise on beauty products and services	30	C
SHBBHRS001	Provide waxing services	85	C
Total nominal hours		280	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Health and Human Development Business
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Beauty Therapy Diploma of Beauty Therapy
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Beautician Beauty Therapist Hairdresser



service

beauty services

Course Code & Name:		SHB30115 Certificate III in Beauty Services NB: Delivered over 1 year
Course Aims:		This qualification reflects the role of a person working the beauty industry as a beautician to provide a range of beauty services including nails, waxing, lash and brow and basic make-up services. Entry to this course requires a pre-requisite of Certificate II in Retail Cosmetics. Students new to beauty should apply for SHB20116 Certificate II in Retail Cosmetics
Course Delivery	Location and Times:	Year 2 (Units 3&4): Inspiring Beauty Training Salon 1/1 James Street, Bayswater Wednesday 9:00am-4:00pm
	Mode of Delivery:	Classroom based
	Duration:	1 year

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Certificate III in Beauty Services is part of the VCE VET Hair and Beauty Program. SHB30115 Certificate III in Beauty Services: recognition of up to four units at Units 1 and 2 level and a Units 3 and 4 sequence. Students who receive a Units 3 and 4 sequence for SHB30115 Certificate III in Beauty Services from the VCE VET Hair and Beauty program will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four). The VCE VET Hair and Beauty program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SHB30115 - Certificate III in Beauty Services.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Accend Training Group RTO: 21851
	RTO Student Information:	Please refer to http://www.accend.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Accend uniform to be worn to all classes, industry compulsory enclosed footwear. Long hair must be tied back. Uniform information is given on Orientation Day.
	Excursions:	Excursions may be included as a part of the course or as optional extensions outside the normal hours (to be confirmed at a later date). Course also includes professional presentations by industry experts
	Work Placement:	Hours of work placement for Beauty Cert III is required.
	Other:	Students are required to complete Certificate II in Retail Cosmetics prior to enrolling into this course.

Units of Competency:

Year 2:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBBBOS001	Apply cosmetic tanning products	16	C
SHBBCCS001	Advise on beauty products and services	30	C
SHBBFAS001	Provide lash and brow services	15	C
SHBBHRS001	Provide waxing services	85	C
SHBBMUP002	Design and apply makeup	45	C
SHBBNLS001	Provide manicure and pedicure services	50	C
SHBBRES001	Research and apply beauty industry information	20	C
SHBXCCS001	Conduct Financial services	25	C
SHBXCCS002	Provide salon services to clients	40	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBXWHS001	Apply safe hygiene, health and work practices	40	C
SHBXIND002	Communicate as a part of a salon team	30	E
SHBBMUP003	Design and apply makeup for photography	30	E
SHHBHAS002	Provide head, neck and shoulder massage	23	E
SHBSKS001	Apply eyelash extensions	30	E
Total nominal hours		521	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Biology • Chemistry 	
	Pathways:	<ul style="list-style-type: none"> • Certificate III in Hairdressing • Certificate IV in Beauty Therapy 	<ul style="list-style-type: none"> • Diploma of Beauty Therapy • Bachelor of Health Sciences (Dermal Therapies)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Hairdresser • Beauty Operator • Beauty Therapist 	<ul style="list-style-type: none"> • Beauty Therapist (Spa) • Dermal Therapist • Dermal Clinician



service

beauty services

Course Code & Name:		SHB30115 Certificate III in Beauty Services NB: Delivered over 2 years
Course Aims:		This qualification reflects the role of a person working the beauty industry as a beautician to provide a range of beauty services including nails, waxing, lash and brow and basic make-up services.
Course Delivery	Location and Times:	Year 1: The Masters Institute of Creative Education, Level 2, 185 Spring Street, Melbourne Wednesday 9:00am-4:00pm Year 2: The Masters Institute of Creative Education, Level 2, 185 Spring Street, Melbourne Wednesday 9:00am-4:00pm
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Certificate III in Beauty Services is part of the VCE VET Hair and Beauty Program. SHB30115 Certificate III in Beauty Services: recognition of up to four units at Units 1 and 2 level and a Units 3 and 4 sequence. Students who receive a Units 3 and 4 sequence for SHB30115 Certificate III in Beauty Services from the VCE VET Hair and Beauty program will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four). The VCE VET Hair and Beauty program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SHB30115 - Certificate III in Beauty Services.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Headmasters Academy Pty Ltd T/A The Masters Institute of Creative Education RTO: 4639
	RTO Student Information:	Please refer to www.themasters.institute and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	N/A
	Work Placement:	Work placement is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBXCCS001	Conduct Salon Financial Transactions	25	C
SHBBMUP002	Design and Apply Makeup	45	C
SHBBMUP003	Design and Apply Makeup for Photography	30	C
SHBBCCS001	Advise on Beauty Products and Services	30	C
SHBBNLS001	Provide Manicure and Pedicure Services	50	C
SHBBRES001	Research and Apply Beauty Industry Information	20	C
SHBBNLS004	Apply Nail Art	15	C
SHBBBOS001	Apply Cosmetic Tanning Products	16	C
Total nominal hours		231	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBBHRS001	Provide Waxing Services A/B <i>(delivered over Sem. 3 & 4)</i>	45	C
SHBBFAS001	Provide Lash and Brow Services	15	C
SHBXWHS001	Apply Safe Hygiene, Health and Work Practices	40	C
SHBXCCS0002	Provide salon services to clients	35	C
SHBBHRS001	Provide waxing services B/B	40	C
SHBXIND001	Comply with Organisational Requirements within a Personal Services Environment	45	C
SHBBMUP001	Apply Eyelash extensions	30	C
SHBBHBAS002	Provide head, neck and shoulder massages for relaxation	20	C
Total nominal hours		270	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Makeup 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Beauty Certificate IV in Beauty Therapy Diploma of Beauty Therapy 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Aromatherapy Beauty Therapist Make-Up Artist 	<ul style="list-style-type: none"> Nail Technician Retail Sales Salon Manager



service

building and construction (carpentry)

Course Code & Name:		22338VIC Certificate II in Building & Construction Pre-Apprenticeship (Partial Completion) NB: Delivered over 2 years – Partial Completion
Course Aims:		This course aims to provide learners with basic industry specific skills and knowledge to enable transition into an apprenticeship within the building and construction industries at the Certificate III level. This pre-apprenticeship course consists of a core of common cross sector units of competency that provide skills and knowledge in applying basic levelling procedures, carrying out basic measurements and calculations, communicating in the workplace, erecting and safely using working platforms, interpreting basic plans and drawings, preparing and applying for work in the construction industry, working effectively and sustainably in the construction industry and workplace safety practices onsite. The course also includes a range of units that introduce the learner to the application of specific materials, tools and equipment, and techniques used in specific trade sectors that underpin the Certificate III qualifications in the Carpentry trade sector.
Course Delivery	Location and Times:	Year 1: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-6.30pm Year 2: Aquinas College, Great Ryrie Street, Ringwood Wednesday 8:00am-12.30pm
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Unit 3+4 sequence. ATAR: Students who receive a Units 3&4 sequence will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: 22338VIC Certificate II in Building and Construction Pre-apprenticeship (Partial Completion) Units 1-4.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Access Skills Training RTO: 4603
	RTO Student Information:	Please refer to www.ast.org.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will be required to have steel-capped boots and appropriate worksite clothing.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
CPCCCM1012	Work effectively and sustainably in the construction industry	20	C
CPCCCM1014	Conduct workplace communication	20	C
CPCCCM1015	Carry out measurements and calculations	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCOHS2001	Apply OHS requirements, policies and procedures in the construction industry	20	C
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
HLTAID002	Provide basic emergency life support	12	C
VU22014	Prepare for work in the building and construction industry	16	C
VU22023	Perform basic setting out	24	E
VU22025	Construct basic wall frames	48	E
Year 1 total nominal hours		194	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
CPCCCM1015	Carry out measurements and calculations	20	C
VU22016	Erect and safely use working platforms	24	C
VU22023	Perform basic setting out	24	E
VU22024	Construct basic sub-floor	48	E
VU22025	Construct basic wall frames	48	E
VU22026	Construct a basic roof frame	40	E
VU22030	Carry out basic demolition of timber structures	20	E
Year 2 total nominal hours		224	
Total nominal hours		418	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Product Design and Technology - Wood 	
	Pathways:	<ul style="list-style-type: none"> Building and Construction Apprenticeship 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Architect Bricklayer Builder Building Inspector Cabinet Maker 	<ul style="list-style-type: none"> Carpenter Civil Engineer Draftsperson Engineer



trade

building and construction (carpentry)

Course Code & Name:		22338VIC Certificate II in Building & Construction (Carpentry) Partial Completion Current for 2022
Course Aims:		This course is designed for people wanting to enter the building and construction industry to become apprentice carpenters. It will provide the knowledge and practical skills associated with working in the building and construction industry and equip students with the ability to work safely in the industry.
Course Delivery	Location and Times:	Year 1: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully Tuesday 1:30pm-5:30pm (Internal); Wednesday 8:00am-12:30pm Thursday 8:00am-12:30pm (Internal). Year 2: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully Wednesday 1:00pm-5:30pm; Thursday 8:00am-12:30pm (Internal); Friday 8:00am-12:30pm (Internal)
	Mode of Delivery:	Classroom theory and Practical.
	Duration:	St Joseph's College deliver the Certificate II in Building and Construction Partial Completion over 2 years.

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Unit 3+4 sequence. ATAR: Students who receive a Units 3&4 sequence will be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A Recognised Qualification: 22338VIC - Certificate II in Building and Construction Partial Completion (at the completion of the 2 year course)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	St Joseph's College RTO: 21710
	RTO Student Information:	Please refer to the Student Handbook of St Joseph's College and www.mullumvetcluster.com.au for student rights and responsibilities whilst on Campus.
	OHS / Personal Protective Equipment:	Students will be required to have steel-capped boots and appropriate worksite clothing. Pants, polo and jumper provided.
	Excursions:	N/A
	Work Placement:	Not required but recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year: 22338VIC

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
CPCCOHS2001	Apply OHS requirements, policies & procedures in the construction industry	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
VU22023	Perform basic setting out	24	C
HLTAID002	Provide basic emergency life support	12	C
CPCCCM1015	Carry out measurements and calculations	20	C
CPCCCM1014	Conduct workplace communication	20	C
VU22016	Erect and safely use working platforms	24	E
VU22031	Construct basic formwork for concreting	40	E
CPCCCM1012	Work effectively and sustainably in the construction industry	20	C
Total nominal hours		194	

Year 2: Competencies covered in the second year: 22338VIC

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
VU22022	Identify and handle carpentry tools and equipment	100	C
VU22030	Carry out basic demolition of timber structures	20	C
VU22025	Construct basic wall frames	48	C
VU22026	Construct a basic roof frame	40	C
VU22028	Install basic window and door frames	24	E
VU22027	Install basic external cladding	24	C
VU22014	Prepare for work in the building and construction industry	16	E
Total nominal hours		272	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Product Design and Technology - Wood 	
	Pathways:	<ul style="list-style-type: none"> Building and Construction Apprenticeship 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Architect Bricklayer Builder Building Inspector Cabinet Maker 	<ul style="list-style-type: none"> Carpenter Civil Engineer Draftsperson Engineer



trade

building and construction (carpentry)

Course Code & Name:		22338VIC Certificate II in Building and Construction (Carpentry) Pre-apprenticeship
Course Aims:		<p>VET Building & Construction is designed for students who may want to enter the building and construction industry as an apprentice carpenter. It will provide the knowledge and practical skills associated with working in the building and construction industry, which will include:</p> <ul style="list-style-type: none"> • basic levelling procedures • carrying out of basic measurements and calculations • communicating in the workplace • erecting and safely using working platforms • interpreting basic plans and drawings • preparing and applying for work in the construction industry • working effectively and sustainably in the construction industry • workplace safety practices onsite <p>It involves both theory and practical skills relating to building and construction with an emphasis on carpentry.</p>
Course Delivery	Location and Times:	<p>Year 1: Wantirna College, Harold Street, Wantirna Wednesday 1:00pm-5:30pm</p> <p>Year 2: Wantirna College, Harold Street, Wantirna Wednesday 8:00am-12:30pm</p> <p>(Plus one full week of classes during term holidays Yr1 & Yr 2 – dates TBC)</p>
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for up to 6 units of credit; 4 units at the 1&2 level and a units 3&4 sequence. Students who receive a units 3&4 sequence will be eligible for an increment towards their ATAR (10% of the lowest of the primary four scaled subjects).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: 22338VIC - Certificate II in Building & Construction (Carpentry) – Pre-apprenticeship.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Access Skills Training RTO - 4603
	RTO Student Information:	Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / PPE:	Students will be required to have safety glasses, steel capped work boots and appropriate worksite clothing.
	Excursions:	Additional classes for one week per year during school holidays, up to five days, 8.30am to 4pm - dates TBC.
	Work Placement:	Not required but recommended
	Other:	<ul style="list-style-type: none"> • RTO Pre-Training form to be completed and returned to Wantirna College prior to end of 2021. Students will not be able to complete their enrolment without this form. • Full completion of this certificate is dependent on the individual's work ethic and ability. A partial completion may be provided if some

Units of Competency:**Year 1: Competencies covered in the first year:**

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCCM1012A	Work effectively and sustainably in the construction industry	20	C
CPCCCM1014A	Conduct workplace communication	20	C
CPCCCM1015A	Carry out measurements and calculations	20	C
CPCCCM2006	Apply basic levelling procedures	8	C
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20	C
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
HLTAID002	Provide basic emergency life support	12	C
VU22014	Prepare for work in the building and construction industry	16	C
VU22015	Interpret and apply basic plans and drawings	25	C
VU22022	Identify and handle carpentry tools and equipment	100	E
VU22023	Perform basic setting out	24	E
VU22024	Construct basic sub-floor	48	E
Total nominal hours		319	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
VU22016	Erect and safely use working platforms	24	C
VU22025	Construct basic wall frames	48	E
VU22026	Construct a basic roof frame	40	E
VU22027	Install basic external cladding	24	E
VU22028	Install basic window and door frames	24	E
VU22029	Install interior fixings	40	E
VU22030	Carry out basic demolition of timber structures	20	E
VU22031	Construct basic formwork for concreting	40	E
Total nominal hours		260	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	• Product Design and Technology - Wood	
	Pathways:	• Building and Construction Apprenticeship	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Architect • Bricklayer • Builder • Building Inspector • Cabinet Maker 	<ul style="list-style-type: none"> • Carpenter • Civil Engineer • Draftsperson • Engineer



trade

Course Code & Name:		BSB30120 Certificate II in Business
Course Aims:		NB: Delivered over 1 year Certificate II in Business is an entry-level qualification that provides students with the knowledge and skills to enhance their employment prospects in a business environment. It provides an understanding of business fundamentals ready for a Career in the Business World. Students will develop a broad range of knowledge and skills ready for employment in a variety of roles including, Administration and Customer Service. The program provides a pathway for continued study into high education – Business Studies.
Course Delivery	Location and Times:	Year 1: Fairhills High School, Scoresby Road, Knoxfield Wednesday 1:00pm -4:30pm
	Mode of Delivery:	Classroom based
	Duration:	1 year part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	<ul style="list-style-type: none"> Students who complete Cert II will be eligible for units 1&2 towards their VCE / VCAL.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL
	Qualification:	A nationally recognised qualification: BSB30120 - Certificate II Business

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	iVET RTO: 40548
	RTO Student Information:	Please refer to the Mullum Cluster Website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	Students will be required to complete and return Excursion permission slips in line with education department policy.
	Work Placement:	40 hours of work placement over 1 year is a recommendation for this program.
	Other:	Please note that students have the opportunity to complete the second year of Business at Swinburne, Wantirna campus. This will give them $\frac{3}{4}$ units towards VCE and a study score.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
BSBINM201	Process and maintain workplace information	10	C
BSBITU211	Produce digital text documents	60	E
BSBCMM201	Communicate in the workplace	40	E
BSBIND201	Work effectively in a business environment	30	E
BSBITU213	Use digital technologies to communicate remotely	20	E
BSBWOR202	Organise and complete daily work activities	20	E
BSBWOR203	Work effectively with others	15	E
BSBWOR204	Use business technology	20	E
BSBINN201	Contribute to work place innovations	20	E
BSBITU212	Create and use spreadsheets	30	E
FSKWTG009	Write routine workplace texts	15	C
Total nominal hours		300	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Accounting Business Management 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Business 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Administration Customer Service receptionist Management Marketing Public Relations Officer 	<ul style="list-style-type: none"> Accountant Receptionist Clerical Assistant Small Business Owner Sub Contractor



Course Code & Name:		BSB20115 Certificate II in Business (with selected units from Certificate III in Business) (Please note the code and title of this qualification is subject to change for 2022) Current for 2022
Course Aims:		The Certificate II in Business is an entry-level program that aims to develop a broad range of knowledge and skills to prepare students for employment in a variety of roles including administration and customer service.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 1:00pm – 4:30pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 1:00pm – 4:30pm
	Mode of Delivery:	Classroom/Online
	Duration:	2 years' part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to four units of credit towards their VCE at Units 1 and 2 level and a Units 3 and 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the students best four studies (the primary four) or as a fifth or sixth study.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of BSB20115 Certificate II in Business and a Statement of Attainment listing units completed from the Certificate III in Business .

	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • USB (recommended) • Pen • Exercise Book 	<ul style="list-style-type: none"> • Neat, professional attire when attending excursions or events
	Excursions:	N/A	
	Work Placement:	Not required but is recommended.	
	Other:	(Please note the code and title of this qualification is subject to change for 2022)	

Units of Competency:

Year 1 - Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
BSBCUS201	Deliver a service to customers	40	E
BSBCMM201	Communicate in the workplace	40	E
BSBIND201	Work effectively in a business environment	30	E
BSBITU211	Produce digital text documents	60	E
BSBITU213	Use digital technologies to communicate remotely	20	E
BSBWOR202	Organise and complete daily work activities	20	E
BSBWOR203	Work effectively with others	15	E
BSBWOR204	Use business technology	20	E
BSBITU212	Create and use spreadsheets	30	E
Total nominal hours		295	

Year 2 - Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
BSBCUS301	Deliver and monitor a service to customers	TBA	35	C
BSBINM301	Organise workplace information	TBA	30	C
BSBITU306	Design and produce business documents	TBA	80	C
BSBPRO301	Recommend products and services	TBA	20	C
BSBWOR301	Organise personal work priorities and development	TBA	30	C
Total nominal hours			195	
2 units from Year 2 provide credit towards a full completion of BSB20115				

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Accounting Business Management 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Business Diploma of Business Credit towards Bachelor of Business 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Administration Customer Service Marketing Officer Public Relations Officer 	<ul style="list-style-type: none"> Accounts Clerk Receptionist Clerical Assistant Small Business Owner



service

christian ministry

Course Code & Name:		10741NAT Certificate III in Christian Ministry and Theology NB: Delivered over 1 year.
Course Aims:		The certificate in Christian Ministry aims to help students grow in understanding and wisdom, build leadership skills and develop character through exploration of Christian faith and engagement in practical Christian services.
Course Delivery:	Location and Times:	1 Year Course: Waverley Christian College, 1248 High Street Road, Wantirna South Wednesday 1:30pm-3:30pm This is a 1 Year course.
	Mode of Delivery:	Classroom based
	Duration:	1 year part time – 500 nominal hours. (A breakdown of the nominal hours is included in section 7.1 of the VETA Student handbook.)

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Block credit recognition is available for this program. Up to 4 units, 2 at the units 1 & 2 level and a units 3 & 4 sequence in 90 hour blocks (i.e. 410 / 90 = 4.5). A Units 3 & 4 sequence may be available by undertaking this course.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: 10741NAT - Certificate III in Christian Ministry & Theology

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Evolution Learning RTO: 45219
	RTO Student Information:	Please refer to http://vetamorphus.com/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	Students will need to be available for 3 weekend retreats.
	Work Placement:	Students undertake practical placements as part of the course.
	Other:	** Please note – the provider has stipulated the students must have already completed Year 10 prior to enrolling in this Certificate.

Units of Competency:

Year 1 & 2: Competencies covered in the year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CMTTHE301	Research Christian Scripture and Theology	70	C
CMTTHE302	Identify theological data	70	C
CMTTHE303	Present information on a theological theme or issue	70	C
CMTTHE304	Apply new theological insights	70	C
CMTMIN301	Apply theological knowledge to contemporary ethical issues	70	C
CMTMIN302	Communicate theology in everyday language	70	C
BSBPEF302	Develop self-awareness	30	E
BSBPEF201	Support personal wellbeing in the workplace	50	E
Total nominal hours		500	

Course Component	Minimum Work Outline	Prescribed Hours	Self Paced	Nominal Hours
Christian Community	30 weeks x 1 hour + Reflections (Self-Paced Personal Application)	30	42	72
Retreats	3 Retreats x 25 hours + 3 x 2 hour Reflections	81		81
Ministry Placement	Major Ministry Placement Short Term Ministry Placement (Self-Paced Planning, researching and establishing the Ministry Placement)	40 16	62	118
Bible Engagement	30 weeks x 90 minutes (Self-Paced Research and Personal Application)	45	42	87
Mentoring	7 x Sessions + Reflections (Self-Paced Personal Application)	10	12	22
Peer Group	30 weeks x 90 minute sessions facilitated by Peer Group Supervisor (PGS) + Seminar Preparation (3 x 5 hours) (Self-Paced Peer Group Preparation and completion of Learning Exercises)	45 15	45 15	120
Total nominal hours		282	218	500

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Religion and Society Texts and Traditions 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Christian Ministry Diploma of Christian Ministry Advanced Diploma of Christian Ministry 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Chaplain Pastor 	<ul style="list-style-type: none"> Youth Worker Social Work



service

community services

Course Code & Name:		CHC22015 - Certificate III in Community Services CHC32015 (Scored) (Partial Completion) incorporating Certificate II in Community Services (Year 2 Only) NB: This course is only being offered to Year 2 students who have successfully completed Year 1 in 2021.
Course Aims:		This VCE VET Community Services program offers secondary students the opportunity to learn about the community services sector and explore specific contexts of community services work. This program will develop your skills and knowledge required to appropriately greet clients, exchange routine information, prioritize individual's needs, and to respond to immediate needs. Throughout the program you will develop skills in workplace diversity and cultural safety, health and safety, infection prevention and control and first aid. This qualification may be used as a pathway for entry into the community services sector, providing a first point of contact to clients and assisting them to meet their immediate needs. At this level, work takes place under direct, regular supervision within clearly defined guidelines.
Course Delivery	Location and Times:	Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Rd, Box Hill Wednesday 9:00am – 12:30pm; (Scored) 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery
	Duration:	2 year's part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students who complete CHC32015 Certificate III in Community Services (incorporating CHC22015 Certificate II in Community Services) are eligible for up to five units of credit towards their VCE: eligible for 4 units, up to 2 units at 1 & 2 level and a 3-4 sequence. ATAR: Students wishing to receive a study score or an ATAR contribution for the Units 3 and 4 sequence in VCE VET Community Services (CHC32015 Certificate III in Community Services) must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Where a student elects not to receive a study score for VCE VET Community Services (CHC32015), no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Year 2 (Units 3 & 4): On successful completion of Units 3&4, students will be eligible for the award.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / PPE:	There are no additional requirements.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	60 hours is required per year. 120 hours over the two years.
	Other:	NA

Units of Competency:

Year 2: Competencies covered in the second year: (Scored) **TEACH OUT ONLY**

Unit Code	Unit Name	Assessment Tasks	Nominal Hours	Compulsory / Elective
CHCCCS016	Respond to client needs	Portfolio 07	60	C
CHCCDE003	Work within a community development framework	Work Perf 01	65	E
CHCCDE004	Implement participation and engagement strategies	Portfolio 08	85	E
HLTWHS002	Follow safe practices for direct client care		25	C
Total nominal hours (this includes hours completed in Year 1)			458	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Health & Human Development • Psychology 		
		Certificate III / IV in the following streams:		
	Pathways:	<ul style="list-style-type: none"> • Aged Care Work • Alcohol and Other Drugs • Child Protection/Justice • Mental Health 	<ul style="list-style-type: none"> • Work (non clinical) • Children's Services • Community Work • Disability Work • Youth 	<ul style="list-style-type: none"> • Diploma/Advanced Diploma in Community Services
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Aged Care Attendant • Childcare Assistant • Counsellor • Health Care Nurse 	<ul style="list-style-type: none"> • Nanny • Nurse • Nutritionist • Psychologist 	<ul style="list-style-type: none"> • Social Worker • Sociologist • Welfare Worker • Youth Worker



service

community services

Course Code & Name:		CHC22015 Certificate II in Community Services
Course Aims:		This qualification may be used as a pathway for workforce entry as community services workers who provide a first point of contact and assist individuals in meeting their immediate needs. At this level, work takes place under direct, regular supervision within clearly defined guidelines.
Course Delivery	Location and Times:	Year 1: 211 Main Street, Lilydale Wednesday 9:00am - 12:30pm OR 1:30pm – 5:00pm Year 2: 211 Main Street, Lilydale Wednesday 1:30pm – 5:00pm
	Mode of Delivery:	Classroom/workshop simulation
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Be eligible for up to three VCE VET units on their VCE Statement of Results at Units 1 and 2 level. (VCE Units 1, 2, 1).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of CHC20115 Certificate II in Community Services .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Cire Services TOID: 4150
	RTO Student Information:	Please refer to www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	N/A
	Work Placement:	Students are required to undertake a total of 80 hours of structured workplace learning over the two years of the program, that being 40 hours each year. The host school organises the students SWL placements with support from Cire Training if needed.
	Other:	NA

Units of Competency:

Year 1 - Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCCOM005	Communicate and work in health or community services	30	C
BSBCMM201	Communicate in the workplace	40	C
CHCCOM001	Provide first point of contact	35	C
CHCDIV001	Work with diverse people	40	C
CHCVOL001	Be an effective volunteer	25	C
BSBWOR201	Manage personal stress in the workplace	40	C
HLTWHS002	Follow safe work practices for direct client care	25	C
Total nominal hours		235	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCCCS016	Respond to client needs	60	C
HLTAID003	Provide first aid	18	C
HLTWHS006	Manage personal stressors in the work environment	25	E
CHCCDE003	Work within a community development framework	65	E
BSBWOR301	Organise personal work priorities and development	30	
Total nominal hours		198	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Health & Human Development Psychology
	Pathways:	Certificate II/ IV in the following streams: <ul style="list-style-type: none"> Aged Care Work Alcohol and Other Drugs Child Protection/Justice Mental Health Work (non clinical) Children's Services Community Work Disability Work Youth Diploma/Advanced Diploma in Community Services Certificate III in Allied Health or Health Services Assistant Diploma of Nursing
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Aged Care Attendant Health Care Counsellor Youth Worker Community development Case Manager



serVice

community services

Course Code & Name:		CHC22015 Certificate II in Community Services Current for 2022
Course Aims:		The Certificate II in Community Services aims to enhance employment prospects or further education opportunities within a broad range of community services related industries. Upon completion, students can seek further study or career opportunities in areas such as nursing, disability support, youth work, occupational therapy, psychology, aged care, child protection and children's services.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 1:00pm – 4:30pm OR Wednesday 8:30am-12:00pm (subject to demand)
	Mode of Delivery:	Classroom/Online/workshop simulation/small amount of field work
	Duration:	1 year part time

On successful completion of this program the student will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to two units of credit towards their VCE at Units 1 and 2 level.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of CHC20115 Certificate II in Community Services .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	Possible off-campus activity
	Work Placement:	30 hours of volunteer work is required.
	Other:	NA

Units of Competency:

Year 1 - Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCCOM001	Provide first point of contact	35	C
CHCCOM005	Communicate and work in health or community services	30	C
CHCDIV001	Work with diverse people	40	C
HLTWHS001	Participate in workplace health and safety	20	C
BSBWOR202	Organise and complete daily work activities	20	C
BSBWOR201	Manage personal stress in the workplace	40	E
FSKLRG09	Use strategies to respond to routine workplace problems	15	E
FSKOCM07	Interact effectively with others at work	10	E
CHCVOL001 #	Be an effective volunteer	25	E
# Volunteer work required.			
Total nominal hours		235	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Health & Human Development Psychology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Individual Support Certificate IV in Community Services Certificate IV in Mental Health Certificate IV in Youth Work Diploma of Community Services Diploma of Nursing 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Aged Care Attendant Childcare Assistant Counsellor Health Care Nurse Nanny Nurse 	<ul style="list-style-type: none"> Disability Work Youth Diploma/Advanced Diploma in Community Services Certificate III in Allied Health or Health Services Assistant Diploma of Nursing



service

creative industries (media)

Course Code & Name:		CUA20215 Certificate II in Creative Industries (Media) (Please note the code and title of this qualification is subject to change for 2022) Current for 2022
Course Aims:		The Certificate II in Creative Industries has a media focus and is designed to develop skills and knowledge in media design, production and promotion. During the course, students will develop their storytelling, planning, and communication skills to create a dynamic media product in a collaborative setting.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 9:00am-3:00pm
	Mode of Delivery:	Classroom/Online
	Duration:	1 year part time

On successful completion of this program the student will:

Credit towards VCE/VCAL	VCE:	Be eligible for three units of credit towards their VCE at Units 1 and 2 level.
	VCAL:	This program contributes to the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of CUA20215 Certificate II in Creative Industries.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	N/A
	Work Placement:	Not required but recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CUAACD201	Develop drawing skills to communicate ideas	60	E
BSBDES201	Follow a design process	40	E
CUADIG202	Develop digital imaging skills	50	E
BSBDES202	Evaluate the nature of design in a specific industry context	30	E
ICTWEB201	Use social media tools for collaboration and engagement	20	E
CUAWHS302	Apply work health and safety practices	10	C
BSBWOR203	Work effectively with others	15	C
CUAIND201	Develop and apply creative arts industry knowledge	20	C
BSBCRT101	Apply critical thinking techniques	20	E
CUAACD101	Use basic drawing techniques	50	E
Total nominal hours		315	

	Complementary studies:	<ul style="list-style-type: none"> • Art/Studio Arts • Information Technology • Media Studies • Visual Communications and Design
	Pathways:	<ul style="list-style-type: none"> • Certificate III/IV in Screen and Media • Diploma/Advanced Diploma of Screen and Media • Bachelor of Design • Bachelor of Media and Communication • Bachelor of Screen Production
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Games Developer • Graphic Designer • Media Producer • Multimedia Developer • Photographer • Publisher • Digital Designer



creative

dance

Course Code & Name:		CUA20113 Certificate II in Dance (Please note the code and title of this qualification is subject to change for 2022)
Course Aims:		The aim of this program is to provide young people with the technical and performance skills, knowledge and attitudes to begin the process of establishing skills appropriate for the entertainment industry. The program encourages students to attend and review dance performances. The training will include a variety of dance styles and techniques and is suited to all students interested in any form of movement and dance. The skills learnt can be applied to everyday fitness and coordination, further training in dance and performance and an appreciation of performing arts in society.
Course Delivery	Location and Times:	Year 1: Fairhills High School, Scoresby Road, Knoxfield Wednesday 1:00pm – 4:30pm Year 2: Fairhills High School, Scoresby Road, Knoxfield Wednesday 1:00pm – 4:30pm
	Mode of Delivery:	Classroom based with both theoretical and performance elements.
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for up to 4 units at a 1-2 level and a 3-4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. A student who opts out of scored assessment in the VCE VET Dance Program will not be eligible for a study score.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL
	Qualification:	A nationally recognised qualification: CUA20113 - Certificate II in Dance

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Aus Dance RTO: 20949 (Training delivered by Fairhills High School)
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students are to provide appropriate clothing for participation in Dance training and drills.
	Excursions and Incursions:	Students will be required to complete and return Excursion permission slips in line with education department policy.
	Work Placement:	No work placement is not required.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWOR203	Work effectively with others	15	C
CUADAN201	Develop basic dance techniques	20	C
CUAOHS101	Follow basic safe dance practices	60	C
CUAOHS201	Develop a basic level of physical condition for dance performance	40	C
CUADAN203	Perform basic jazz dance techniques	80	E
CUADAN205	Perform basic contemporary dance techniques	45	E
Total nominal hours		260	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
CUAPRF201	Prepare for performances		35	C
CUADAN202	Incorporate artist expression into basic dance performances		45	C
CUFIND201	Develop and apply creative arts industry knowledge		20	C
CUAPRF304	Develop audition techniques (from CUA30113)		25	C

Students must complete 2 Elective units from the list below and these will be offered on an individual basis.

CUADAN305	Increase depth of jazz dance technique		50	E
CUADAN306	Increase depth of ballet dance technique		70	E
CUADAN307	Increase depth of cultural dance technique		45	E
CUADAN308	Increase depth of contemporary dance technique		45	E
CUADAN309	Increase depth of street dance technique		45	E
CUADAN310	Increase depth of social dance technique		45	E
CUADAN311	Increase depth of tap dance technique		45	E

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Theatre Studies Drama 	
	Pathways:	<ul style="list-style-type: none"> Certificate II in Dance Certificate IV in Dance Diploma of Dance Bachelor of Arts - Dance 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Ballerina Choreographer Community Dance Worker 	<ul style="list-style-type: none"> Dancer Dance Teacher Dance Therapist Entertainer



creative

design fundamentals (visual arts)

Course Code & Name:		CUA30715 Certificate III in Design Fundamentals (Visual Arts) (Please note the code and title of this qualification is subject to change for 2022) Current for 2021
Course Aims:		Build a strong foundation in design skills and get a head start in your tertiary design studies with credit into your Certificate IV pathway program. The training program covers the basics of design that can be applied to any design area including graphic design, interior design and visual merchandising.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, City Campus – 253 Flinders Lane, Melbourne Wednesday 1:30pm-5:00pm Year 2: Box Hill Institute, City Campus – 253 Flinders Lane, Melbourne Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Eligible for block credit recognition towards their VCE. The program provides one VCE unit for every 90 hours of training completed. This program may provide a Unit 3&4 sequence based on units completed. 1, 2, 3, 4, 3, 4 in 90-hour blocks. Further information on block credit towards the VCE can be found on the VCAA website: http://www.vcaa.vic.edu.au/vet/general/recognition/vetcredit.html VTAC may award VCE students who receive a Units 3 and 4 sequence through block credit recognition a fifth or sixth study increment (10% of the lowest study score of the primary four) towards their ATAR. This is subject to VTAC rules regarding the calculation of the ATAR.
	VCAL:	This program contributes to the Industry Specific Skills Strand and Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: CUA30715 - Certificate III in Design Fundamentals (Visual Arts)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumcluster.com for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	NA
	Excursions:	NA
	Work Placement:	NA
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
BSBDES201	Follow a design process	40	C
CUAIND304	Plan a career in the creative arts industry	35	E
CUAACD301	Produce drawings to communicate ideas	80	C
BSBDES301	Explore the use of colour	40	C
CUADIG305	Produce digital images	50	E
Total nominal hours		265	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBDES303	Explore and apply the creative design process to 3D forms	TBA	TBA
BSBDES304	Source and apply design industry knowledge	TBA	TBA
CUADIG303	Produce and prepare photo images	TBA	TBA
CUAPHI302	Capture photographic images	TBA	TBA
CUAPPR301	Produce creative work	TBA	TBA
CUAIND304	Plan a career in the creative arts industry	TBA	TBA
CUADIG305	Produce digital images	TBA	TBA

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Visual Communications and Design
	Pathways:	<p>After successful completion of this course you may wish to continue your studies:</p> <ul style="list-style-type: none"> Diploma of Graphic Design Advanced Diploma of Graphic Design Diploma of Photography and Photo Imaging Diploma of Interior Design Diploma of Visual Merchandising
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Graphic Designer Marketing Media



creative

design fundamentals

Course Code & Name:		CUA30715 Certificate III in Design Fundamentals (Please note the code and title of this qualification is subject to change for 2022) Current for 2022
Course Aims:		The Certificate III in Design Fundamentals provides students with basic skills in design, media and art. Core studies include drawing, colour theory, digital image creation and editing. Students use the latest Adobe Creative Cloud applications, including Photoshop and Illustrator.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 9:30am-3:30pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 9:30am-3:30pm
	Mode of Delivery:	Classroom/Online
	Duration:	2 years part time

On successful completion of this program the student will:

Credit towards VCE/VCAL	VCE:	Be eligible for block credit recognition. The program provides one VCE unit for every 90 nominal hours of training. The program may provide a Unit 3 and 4 sequence based on units completed.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of CUA30715 Certificate III in Design Fundamentals .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	TBA
	Work Placement:	Not required but is recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBDES301	Explore the use of colour	40	C
BSBDES302	Explore and apply the creative design process to 2D forms	50	C
CUAACD301	Produce drawings to communicate ideas	80	C
CUAPPR301	Produce creative work	45	E
BSBWHS211	Contribute to the health and safety of self and others	20	C
ICPPRP2250	Produce graphics using graphics applications	60	E
Total nominal hours		295	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBDES303	Explore and apply the create design process to 3D forms	50	C
CUADIG303	Produce and prepare photo images	20	E
BSBDES304	Source and supply design industry knowledge	20	C
ICPPRP333	Electronically combine complex images	50	E
BSBDES201	Follow a design process	40	C
ICPPRP221	Select and apply type	30	E
Total nominal hours		210	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Visual Communications and Design 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Design Diploma of Graphic Design Diploma of Visual Arts Diploma of Visual Merchandising Diploma of Interior Design Diploma of Screen and Media 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Graphic Designer Graphic Pre-press Multimedia Web Design 	<ul style="list-style-type: none"> Print Finishing Printing Screen Printing



creative

early childhood

Course Code & Name:		CHC30113 - Certificate III in Early Childhood Education and Care – (Partial Completion)
Course Aims:		<p>NB: Delivered over 2 years. Partial Completion.</p> <p>This VCE VET program is ideal for people who want to make a difference in the lives of young children and families. During this partial completion program, you will learn from experienced and supportive trainers and participate in industry work placement. You will gain the skills and knowledge to:</p> <ul style="list-style-type: none"> • maintain a safe, clean and appealing environment • promote healthy eating and ensure that food and drinks provided are nutritious, appropriate for each child and prepared in a safe and hygienic manner. • apply strategies to guide responsible behaviour of children and young people in a safe and supportive environment. • provide children with opportunities to maximise their potential and develop a foundation for future success.
Course Delivery	Location and Times:	<p>Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-5:00pm</p> <p>Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-5:00pm</p>
	Mode of Delivery:	Face to Face delivery.
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On completion of this program, you will be eligible for: <ul style="list-style-type: none"> • up to two units at VCE Units 1 & 2 level and • one VCE Unit 3&4 and one unit 3
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	On successful completion of this program, students will be eligible for a statement of attainment towards the completion of: CHC30113 - Certificate III in Early Childhood Education and Care.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students must be in Year 11 or 12 to participate in this course.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	You will be required to complete a minimum 60 hours of structured workplace learning in a registered early childhood education& care service,

		per year of this two year program (minimum 120 hours total). You must complete all required hours by the end of term 3 holidays. You will be required to purchase a Box Hill Institute Polo, which must be worn during practical sessions and structured workplace learning.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCECE002	Ensure the health and safety of children	63	C
CHCECE004	Promote and provide Healthy Food and Drinks	35	C
HLTWHS001	Participate in Work Health and Safety	20	C
CHCLEG001	Work legally and ethically	55	C
BSBWOR301	Organise personal work priorities and development	30	E
	Total nominal hours	203	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCECE009	Use an approved learning framework to guide practice	70	C
CHCECE011	Provide experiences to support children's play and learning	40	C
CHCECE013	Use information about children to inform practice	40	C
CHCECE012	Support children to connect with their world	40	E
	Total nominal hours	190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Food Technology Health & Human Development 	<ul style="list-style-type: none"> Psychology
	Pathways:	<ul style="list-style-type: none"> Certificate III in Early Childhood Education and Care Certificate IV in Youth Work 	<ul style="list-style-type: none"> Diploma in Early Childhood Development
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Early Childhood Educator Outside School Hours Care Assistant Play Group Supervisor 	<ul style="list-style-type: none"> Recreation Assistant Family Day Care Educator Nanny Childcare Educator/Assistant



service

early childhood

Course Code & Name:		CHC30113 Certificate III in Early Childhood Education and Care – (Partial Completion) NB: Delivered over 2 years. Partial Completion.
Course Aims:		This qualification reflects the role of workers in a range of early childhood education settings who work within the requirements of the Education and Care Services National Regulations and the National Quality Standard. Support the implementation of an approved learning framework, and support children's wellbeing, learning and development. Depending on the setting, educators may work under direct supervision or autonomously.
Course Delivery	Location and Times:	Year 1: 211 Main Street, Lilydale Wednesday 9:00am – 12:30pm OR 1:30pm-5:00pm Year 2: 211 Main Street, Lilydale Wednesday 9:30am – 12:30pm
	Mode of Delivery:	Face to Face delivery and online
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On completion of this program, you will be eligible for: <ul style="list-style-type: none"> up to two units at VCE Units 1 & 2 level and one VCE Unit 3&4 and one unit 3
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	On successful completion of this program, students will be eligible for a statement of attainment towards the completion of: CHC30113 - Certificate III in Early Childhood Education and Care.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Cire Services TOID: 4150
	RTO Student Information:	Please refer to www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will need a Cire Training polo shirt for placement.
	Excursions:	NA
	Work Placement:	Cire Training requires all our VETiS students to undertake a minimum of 80 hours of SWL spread across the two years of the program, this being 40 hours annually. If you undertake 80 hours of structured workplace learning and the workplace learning record in one year you can provide one general credit for VCAL.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
HLTWHS001	Participate in Work Health and Safety	20	C
CHCECE002	Ensure the health and safety of children	63	C
CHCECE004	Promote and provide Healthy Food and Drinks	35	C
CHCDIV001	Work with diverse people	40	C
BSBWOR301	Organise personal work priorities and development	30	E
HLTAID004	Provide an emergency first aid	8	C
Total nominal hours		196	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CHCECE013	Use information about children to inform practice	40	C
CHCECE009	Use an approved learning framework to guide practice	70	C
CHCECE011	Provide experiences to support children's play and learning	40	C
CHCLEG001	Work legally and ethically	55	C
Total nominal hours		205	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<p>The course is a partial completion, once you have completed your two year VETiS program, you can apply to complete the remaining units to be able to graduate from the CHC30113 Certificate III in Early Childhood Education and Care.</p> <ul style="list-style-type: none"> • Food Technology • Health & Human Development • Psychology 	
	Pathways:	<ul style="list-style-type: none"> • Certificate in Early Childhood Education and Care • Certificate IV in Youth Work 	<ul style="list-style-type: none"> • Diploma in Early Childhood Development
	Possible Future Career Opportunities:	<p>A range of employment opportunities including:</p> <ul style="list-style-type: none"> • Preschool Educator • Outside School Hours Care • Kindergarten • Long Day Care 	



electrotech (career start)

Course Code & Name:		Certificate II in Electrotechnology (Career Start) UEE22011 (Please note the code and title of this qualification is subject to change for 2022) Current for 2022
Course Aims:		The Career Start program aims to equip students with the knowledge and skills that will enhance their employment prospects in the electrical or related industries. Successful completion of this course may lead to an apprenticeship or provide progression to a Certificate III or IV in other electrotechnology fields.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 8:00am-4:00pm OR Wednesday 1:00pm-5:00pm (plus a one-week block in Term 2 break) Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 8:00am-4:00pm OR Wednesday 1:00pm-5:00pm (plus a one-week block in Term 2 break) Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 8:00am-12:00pm OR Wednesday 1:00pm-5:00pm Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 1:00pm-5:00pm
	Mode of Delivery:	Classroom/workshop based/Online
	Duration:	2 years' part time

On successful completion of this program, students will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to four units of credit towards their VCE: two units at Units 1 and 2 level and a Units 3 and 4 sequence. ATAR: Students who receive a Units 3 and 4 sequence may be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four scaled studies).
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of UEE22011 Certificate II in Electrotechnology (Career Start)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Steel cap work boots • Full length pants • Shirt of t-shirt (NO singlets) 	<ul style="list-style-type: none"> • Scientific calculator • Pencil case with pens, pencils and erasers • Exercise book
	Excursions:	NA	
	Work Placement:	Not required but is recommended.	
	Other:	(Please note the code and title of this qualification is subject to change for 2022)	

Units of Competency:

Year 1: Competencies covered in the first year:

Pre-requisite for all Year 1 competencies

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
# UEENEEE101A	Apply Occupational Health and Safety regulations, codes and practices in the workplace	20	C
CPCCOHS1001A	Work safely in the construction industry	6	E
HLTAID001A	Provide cardiopulmonary resuscitation	4	E
UEENED101A	Use computer aided applications relevant to a workplace	20	E
UEENEEE102A	Fabricate, assemble and dismantle utilities industry components	40	E
UEENEEK142A	Apply environmentally and sustainable procedures in the energy sector	20	C
UEENEEE104A	Solve problems in d c circuits	80	C
Total nominal hours		190	

Year 2: Competencies covered in the second year

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
UEENEEE141A	Use of routine equipment/plant/technologies in an energy sector environment	60	C
UEENEEE179A	Identify and select components, accessories, and materials for energy sector work activities	20	C
UEENEEE148A	Carry out routine work activities in an energy sector environment	40	C
UEENEEE105A	Fix and secure electrotechnology equipment	20	E
UEENEEE107A	Use drawings, diagrams, schedules, standards, codes and specifications	40	E
Total nominal hours		180	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Mathematical Methods Physics
	Pathways:	<ul style="list-style-type: none"> Certificate III in Electrotechnology Electrician Certificate IV in Electrotechnology
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Electrician Electrical Engineering



trade

electrotechnology

Course Code & Name:		22499VIC - Certificate II in Electrotechnology Studies (Pre-Vocational) (Specialising in Electrical)
Course Aims:		<p>Current</p> <p>A state accredited curriculum that offers students the opportunity to develop their skills and knowledge across a range of electrical sectors, including electrical, electronics, refrigeration and mechanical engineering. This hands-on pre-apprenticeship will give you a broad understanding of the electrical industry, learning how to use tools, electrical wiring and equipment of the trade.</p> <p>On completion of this Certificate II pre-apprenticeship, you will receive a White Card enabling you to work safely on a building site. This will give you a better standing when applying for an apprenticeship with an employer.</p>
Course Delivery	Location and Times:	<p>Please note: this course is only available to Year 11 and 12 students.</p> <p>Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:30pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-5:30pm</p> <p>Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:30pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-5:30pm</p>
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	<p>On successful completion of this program, you will be eligible for:</p> <ul style="list-style-type: none"> • Recognition of three units at Units 1 and 2 level and a Unit 3 and 4 sequence • Students who receive a Units 3 and 4 sequence for VCE VET Electrical Industry will be eligible for an increment towards their ATAR (10% of the lowest of the primary four scaled studies). • The VCE VET Electrical Industry program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand and Work Related Skills Strand of VCAL.
	Qualification:	A Victorian recognised qualification: 22499VIC - Certificate II in Electrotechnology (Pre-Vocational)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.bboxhill.edu.au/for-students/student-information/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	P.P.E (Personal Protection Equipment) required. Boot, overalls, safety glasses.
	Excursions:	NA

	Work Placement:	The VCAA strongly recommend 80 hours of structured workplace learning (SWL) placement over the duration of the program.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
HLTAID003	Provide first aid	18	C
UEENEEE101A	Apply occupational health and safety regulations, codes and practices in the workplace	20	C
UEENEEE102A	Fabricate, assemble and dismantle utilities industry components	40	C
UEENEEE103A	Solve problems in ELV single path circuits	40	C
UEENEEE105A	Fix and secure electrotechnology equipment	20	C
VU22333	Perform intermediate engineering computations	40	C
Total nominal hours		184	

Year 2:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
VU21544	Install a sustainable extra low voltage energy power system	30	C
VU22670	Provide an overview of the electrotechnology industry	30	C
VU22671	Use test instruments in the electrotechnology industry	20	C
VU22672	Carry out basic electrotechnology project	40	C
VU22673	Carry out basic network cabling for extra low voltage (ELV) equipment and devices	30	C
UEENEEP024A	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	20	E
UEENEEP026A	Conduct in-service safety testing of electrical cord connected equipment and cord assemblies	20	E
UEENEEJ104A	Establish the basic operating conditions of air conditioning systems	20	C
Total nominal hours		210	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> TBA
	Pathways:	<ul style="list-style-type: none"> Certificate III (Apprenticeship) in your chosen field Certificate III in Electrotechnology Certificate III in Appliance Service
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Apprentice Electrician



trade

electrotechnology

Course Code & Name:		22499VIC Certificate II in Electrotechnology Studies (Pre-vocational) Current for 2022
Course Aims:		The Certificate II in Electrotechnology Studies aims to equip learners with the knowledge and skills to seek employment in the Electrical Industry. It aims to provide students with general knowledge and skills relating to the electrical industry. This Certificate II in Electrotechnology may lead to an apprenticeship and/or provide a progression to Certificate III or IV in other electrotechnology fields.
Course Delivery	Location and Times:	Year 1: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully Thursday 1:30pm – 5:30pm Year 2: St Joseph's College, 5 Brenock Park Drive, Ferntree Gully Thursday 8:00am-12:30pm (Students need to have completed Year 1 to apply for this course.)
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Up to 5 units, 3 at units 1 & 2 level and a units 3 & 4 sequence.
	VCAL:	This program contributes to the Industry Specific Skills Strand and Work Related Skills Strand of VCAL.
	Qualification:	A Victorian recognised qualification: 22499VIC - Certificate II in Electrotechnology (at the completion of two years study)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	St Joseph's College RTO: 21710
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Steel capped boots and work pants required. Polo and jumper provided.
	Excursions:	NA
	Work Placement:	A work placement is not required but 80 hours of structured workplace learning over the duration of the program, is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
HLTIAD003	Provide first aid	18	C
UEENEEE101A	Apply Occupational Health and Safety regulations, codes and practices in the workplace	20	C
UEENEEE102A	Fabricate, assemble and dismantle utilities industry components	40	C
UEENEEE103A	Solve problems in ELV single path circuits	40	C
UEENEEE105A	Fix and secure electrotechnology equipment	20	C
VU22670	Provide an overview of the electrotechnology industry	30	C
UEENEEE141A	Use of routine equipment plant technologies in an energy sector environment	60	E
Total nominal hours		234	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
UEENEEJ104A	Establish the basic operation conditions of air conditioning services	20	C
VU22333	Perform intermediate engineering computations	40	C
VU21544	Install a sustainable extra low voltage energy power system	30	C
VU22671	Use Test instruments in the electrotechnology industry	20	C
VU22672	Carry out basic electrotechnology project	40	C
VU22673	Carry out basic network cabling for extra low voltage (ELV) equipment and devices	30	C
UEENEEP024A	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	20	E
Total nominal hours		200	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Mathematical Methods Physics
	Pathways:	<ul style="list-style-type: none"> Certificate III in Electrotechnology (Electrical Apprenticeship) Certificate IV in Electrotechnology
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Electrical Engineering Electrician



trade

Course Code & Name:		22470VIC Certificate II in Engineering Studies Current for 2022
Course Aims:		VET in Schools Engineering Studies is ideal for students who want a hands-on practical applied learning study that contributes to VCE or VCAL. Certificate II provides students with practical skills and theoretical knowledge to undertake an apprenticeship in the engineering fabrication trade covering areas including welding, machine processing, fabrication techniques, using power tools and computer software programs for engineering related work activities. Students are required to plan projects, produce engineering sketches and drawings, and fabricate metal components and products
Course Delivery	Location and Times:	Year 1: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 12:00pm – 4:30pm Year 2: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 2:30pm-7:00pm
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	VCE: Students who complete the VCE VET Engineering program will be eligible for up to four units of credit towards their VCE, two units at Units 1&2 level and a Units 3&4 sequence. ATAR Contribution: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate II in Engineering Studies must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Engineering Studies, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand and Work Related Skills Strand of VCAL.
	Qualification:	A Victorian recognised qualification: 22470VIC - Certificate II in Engineering Studies (as of 2019)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Ringwood SC (Ringwood Training) RTO: 22475
	RTO Student Information:	Please refer to http://www.rtvic.edu.au/student-handbook and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students must wear heavy cotton drill pants and shirt or cotton drill overalls and steel-capped leather work boots. No bib and brace overalls. Clear lens safety glasses will be supplied.
	Excursions:	N/A
	Work Placement:	A work placement is not required but is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MEM13014A	Apply principles of OHS in work environment	10	C
MEM18001C	Use hand tools	20	C
VU22329	Report on a range of sectors in the manufacturing, engineering and related industries	30	C
VU22330	Select and interpret drawings and prepare three dimensional (3D) sketches & drawings	20	C
VU22331	Perform basic machining processes	40	C
VU22332	Apply basic fabrication techniques	40	C
MEM18002B	Use power tools/hand held operations	20	E
VU22336	Apply metal fabrication operations	60	E

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
MEMPE006A	Undertake a basic engineering project	TBA	80	C
VU22333	Perform intermediate engineering computations	TBA	40	E
VU22337	Perform basic welding and thermal cutting processes to fabricate engineering structures	TBA	60	E
Total nominal hours			180	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> STEM – Science, Technology, Engineering, and Mathematics 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Engineering Fabrication Trade Certificate IV in Engineering Engineering apprenticeship – Mechanical, Fabrication, Automotive or Electrical 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Boiler Maker Electrical Engineering Fabricator Sheet Metal Worker 	<ul style="list-style-type: none"> Fitter and Turner Manufacturing Engineer Mechanical Engineer Metallurgical Engineer



trade

engineering

Course Code & Name:		22470VIC Certificate II in Engineering Studies Current for 2022
Course Aims:		The Certificate II in Engineering Studies provides students with the practical skills and theoretical knowledge for employment as an apprentice in various engineering trades or as a pathway to higher education programs post-secondary school. Students will be required to plan projects, produce engineering sketches and drawings, and fabricate metal components and products. Each second year student will build their own drone as a take home project.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 12:30pm-5:30pm (plus a one-week block in Term 2 break) Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 12:30pm-5:30pm
	Mode of Delivery:	Classroom/workshop based/Online
	Duration:	2 years' part time

On successful completion of this program, students will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to four units of credit towards their VCE: two units at Units 1 and 2 level and a Units 3 and 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of 22470VIC Certificate II in Engineering Studies.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Steel cap work boots • Full length cotton drill overalls or shirt and pants 	<ul style="list-style-type: none"> • Pencil case with pens, pencils and erasers • Exercise book
	Excursions:	TBA	
	Work Placement:	A work placement is not required but is strongly recommended.	
	Other:	NA	

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MEM13014A	Apply principles of occupational health and safety in the work environment	10	C
MEM18001C	Use hand tools	20	C
VU22329	Report on a range of sectors in the manufacturing, engineering and related industries	30	C
VU22330	Select and interpret drawings and prepare three dimensional (3D) sketches & drawings	20	C
VU20912	Perform basic machining processes	40	C
VU22339	Create engineering drawings using computer aided systems	60	E
VU22332	Apply basic fabrication techniques	40	C
MEM18002B	Use power tools/hand held operations	20	E
Total nominal hours		240	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
MEMPE006A	Undertake a basic engineering project	TBA	80	C
VU22333	Perform intermediate engineering computations	TBA	40	C
VU22340	Use 3D printing to create products	TBA	40	E
VU22338	Configure and program a basic robotic system	TBA	60	E
Total nominal hours			220	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Mathematical Methods Physics 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Engineering – Mechanical, Fabrication, Technical, Production Systems or Electrical 	<ul style="list-style-type: none"> Certificate IV in Engineering Diploma/Advanced Diploma of Engineering Bachelor of Engineering
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Automotive Engineering Boiler Maker Electrical Engineering Electrician 	<ul style="list-style-type: none"> Fitter and Turner Manufacturing Engineer Mechanical Engineer Metallurgical Engineer



trade

equine studies

Course Code & Name:		22513VIC Certificate III in Equine Studies NB: Delivered over 2 years.
Course Aims:		This VCE VET Program is designed as an introduction to the equine industry. In the first year of the course you will learn the skills and knowledge to work safely with horses including basic horse husbandry and care, understanding equine behaviour, daily work routines and equine anatomy. In second year you will learn how to identify and monitor the signs of common illness and injury in horses; understand basic horse physiology and the impact of illness and injury on horses; identify conformation in horses and develop the ability to use appropriate conformation terminology to describe the relationship between conformation, movement and function; and gain understanding of how to implement feeding programs, monitor the quality of feed, feed supplements and individual feeding habits of horses.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale Wednesday 1:30pm-5:00pm On-line Program-Monday 4:00pm-7:30pm (Year 1 only in 2022) Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Box Hill Institute, Lilydale Lakeside Campus – 1 Jarlo Drive, Lilydale Wednesday 1:30pm-5:00pm You are required to attend full day practical training days, six times in the first year and three times in the second.
	Mode of Delivery:	Classroom based and on-line
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for up to 3 units at 1&2 level and a 3-4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Equine Studies must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification in: 22513VIC - Certificate III in Equine Studies

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/for-students/student-information/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Materials fee covers learner textbooks, unit workbooks, Box Hill polo shirt and other course related material, as well as a Practical Training Levy, which covers the use of practical training venue hire, equine insurance, specialist demonstrations, workshop guest speakers, horse hire for training & riding

		costs. Current Tetanus Vaccination and Ambulance Subscription is required (proof required at enrolment). Uniform requirements include: approved riding boots and helmet.
	Excursions:	Students will be required to attend all practical training days.
	Work Placement:	Students are required to complete 40 hours Practical Placement over the duration of the program.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ACMEQU202	Handle horses safely	100	C
ACMEQU205	Apply knowledge of horse behaviour	60	C
VU22681	Work effectively in an equine organisation	50	C
VU22685	Identify equine anatomy	30	C
ACMEQU201	Work safely in industries with horses	40	E
VU22687	Demonstrate basic horse riding or driving skills	40	E
VU22688	Assist in the preparation of a horse for an event	40	E
Total nominal hours		338	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Core / Elective
VU22682	Implement horse health and welfare practices	Portfolio 05	50	C
VU22683	Implement and monitor horse feeding programs	Portfolio 08	50	C
VU22684	Relate equine form to function	Work Project 01	50	C
VU22686	Identify and describe equine physiology	Portfolio 05	50	C
Total nominal hours			200	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology 	
	Pathways:	<ul style="list-style-type: none"> Bachelor of Equine Studies Diploma of Equine Studies Management Cert IV in Horse Management Certificate IV in Veterinary Nursing 	<ul style="list-style-type: none"> Diploma of Sports Marketing Diploma of Race (Thoroughbred) Training Certificate III in Farrier Certificate III in Racing Steward
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Farrier Horse Trainer Jockey 	<ul style="list-style-type: none"> Racing Steward Stable Hand Veterinary Nurse



serVice

horticulture

Course Code & Name:		AHC20416 Certificate II in Horticulture Current for 2022
Course Aims:		The Certificate II in Horticulture provides students with the skills to meet the needs of the various sectors within the horticulture industry. The essential units will develop the workplace skills that are highly valued by employers such as health and safety, and environmentally sustainable work practices.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 8:30am-3:30pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 8:30am-3:30pm
	Mode of Delivery:	Classroom/simulated nursery/Online
	Duration:	2 years' part time

On successful completion of this program, students will:

Credit towards VCE/VCAL	VCE:	Be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence. This program does not offer scored assessment. ATAR: Students who receive a Units 3 and 4 sequence may be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible the award of AHC20416 Certificate II in Horticulture .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Work boots • Long sleeve top (NO singlets) • Hat 	<ul style="list-style-type: none"> • Drink bottle • Pencil case with pens, pencils and erasers • Exercise Book
	Excursions:	NA	
	Work Placement:	Not required but is recommended.	
	Other:	NA	

Units of Competency:

All units of competency must be completed over 2 years to be eligible for the qualification

Units to be delivered in 2022.

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCLSC204	Lay paving	30	E
AHCNSY203	Undertake propagation activities	30	E
AHCLSC201	Assist with landscape construction work	30	E
AHCPGD203	Prune shrubs and small trees	35	E
AHCNSY202	Care for nursery plants	30	E
AHCLSC202	Construct low profile timber or modular retaining walls	50	E
Total nominal hours		205	

Units to be delivered in 2023.

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCMOM203	Operate basic machinery and equipment	20	E
AHCWHS201	Participate in work health and safety processes	20	C
AHCINF203	Maintain properties and structures	30	E
AHCPCM201	Recognise plants	40	C
AHCPMG201	Treat weeds	40	C
AHCPMG202	Treat plant pests, diseases and disorders	30	C
AHCLSC203	Install aggregate paths	20	E
AHCMOM204	Undertake operational maintenance of machinery	30	E
AHCSOL202	Assist with soil or growing media sampling and testing	25	C
Total nominal hours		255	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Horticulture Certificate III in Parks and Gardens Certificate III in Production Nursery 	<ul style="list-style-type: none"> Certificate III in Retail Nursery Certificate IV in Horticulture Diploma in Horticulture
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Horticulturist Nursery Manager Landscape Designer 	<ul style="list-style-type: none"> Parks and Gardens Manager Conservation Worker Groundskeeper



trade

DUAL horticulture/landscaping

Course Code & Name:		DUAL QUALIFICATION AHC20416 Certificate II in Horticulture and AHC21616 Certificate II in Landscaping Current for 2022
Course Aims:		The Certificate II in Horticulture and Certificate II in Landscaping will equip students with two certificates allowing them to boost their employment options. On completion, students will be ready to pursue careers in horticulture, landscaping design, parks and garden management. Essential units focus on job readiness in areas such as health and safety, environmentally sustainable work practices, basic landscaping techniques, machinery operation and the use of powered and no-powered tools.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 8:30am-3:30pm Year 2: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 8:30am-3:30pm
	Mode of Delivery:	Classroom/Simulated nursery/Online
	Duration:	2 years part time

On successful completion of this program, students will:

Credit towards VCE/VCAL	VCE:	Be eligible for two or more units at Units 1 and 2 level and a Units 3 and 4 sequence. This program does not offer scored assessment. ATAR: Students who receive a Units 3 and 4 sequence may be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four).
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of AHC20416 Certificate II in Horticulture and AHC21616 Certificate II in Landscaping.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Work boots • Long sleeve top (NO singlets) • Hat 	<ul style="list-style-type: none"> • Drink bottle • Pencil case with pens, pencils and erasers • Exercise book
	Excursions:	N/A	
	Work Placement:	Not required but is recommended.	
	Other:	NA	

Units of Competency:

All Units of Competency must be completed over 2 years to be eligible for the Dual Qualification

Units to be delivered in 2022:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCLSC201	Assist with landscape construction work	30	E
AHCLSC202	Construct low-profile timber or modular retaining walls	50	E
AHCLSC204	Lay paving	30	E
AHCPGD201	Plant trees and shrubs	20	E
AHCNSY203	Undertake propagation activities	30	E
MEM18001	Use hand tools	20	E
MEM18002	Use power tools/hand held operations	20	E
Total nominal hours		200	

Units to be delivered in 2023:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCLSC203	Install aggregate paths	20	C
AHCMOM203	Operate basic machinery and equipment	20	C
AHCPCM201	Recognise plants	40	C
AHCWHS201	Participate in work health and safety processes	20	C
AHCPMG201	Treat weeds	40	C
AHCPMG202	Treat plant pests, diseases and disorders	30	C
AHCSOL202	Assist with soil or growing media sampling and testing	30	C
AHCMOM204	Undertake operational maintenance of machinery	30	E
AHCWRK208	Provide information on products and services	60	E
Total nominal hours		290	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Horticulture Certificate III in Landscape Construction Certificate III in Parks and Gardens Certificate III in Production Nursery Certificate III in Conservation and Land Management 	<ul style="list-style-type: none"> Certificate IV in Horticulture Diploma of Horticulture Diploma of Landscape Design
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Horticulturist Landscape Designer or Architect Parks and Gardens Manager 	<ul style="list-style-type: none"> Conservation Worker Groundskeeper Sports Turf Manager



trade

Course Code & Name:		SIT20316 Certificate II in Hospitality NB: Delivered over 2 years
Course Aims:		This program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the hospitality area, with specific focus on food and beverage activities (i.e. front of house).
Course Delivery	Location and Times:	Year 1: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm Year 2: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm
	Mode of Delivery:	Classroom & Restaurant based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate II in Hospitality must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Hospitality, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIT20316 Cert II in Hospitality Units 1-4

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Aquinas College RTO: 22340
	RTO Student Information:	Please refer to www.aquinas.vic.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will have to wear a uniform.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
BSBWOR203	Work effectively with others	15	C
SITHIND002	Source and use information on the hospitality industry	25	C
SITHIND003	Use hospitality skills effectively	0	C
SITXCCS003	Interact with customers	20	C
SITXCOM002	Show social and cultural sensitivity	20	C
SITXWHS001	Participate in safe work practices	12	C
SITXFSA001	Use hygienic practices of food safety	15	C
BSBCMM201	Communicate in the workplace	40	E
SITHFAB002	Provide responsible service of alcohol	10	E
SITHFAB003	Operate a bar	35	E
Total nominal hours		192	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Core / Elective
SITHFAB004	Prepare and serve non-alcoholic beverages	Portfolio 08	20	C
SITHFAB005	Prepare and serve espresso coffee	Portfolio 08	30	C
SITHFAB007	Serve food and beverage	Work Performance 01	80	C
SITHFAB016	Provide advice on food	Portfolio 07	40	C
SITXFIN001	Process financial transactions	Work Performance 01	25	C
Total nominal hours			195	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Food Technology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Hospitality Certificate IV in Hospitality Diploma of Hospitality (Management) Advanced Diploma of Hospitality (Management) Bachelor of Applied Science (Hospitality Management) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Waiter of Barista Bar/Bottle Shop attendant 	<ul style="list-style-type: none"> Kitchen Hand Food and Beverage attendant



serVice

Course Code & Name:		SIT20316 Certificate II in Hospitality NB: Delivered over 2 years
Course Aims:		This program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the hospitality area, with specific focus on food and beverage activities (i.e. front of house).
Course Delivery	Location and Times:	Year 1: Mater Christi College, 28 Bayview Road, Belgrave Wednesday 1:50pm-6:00pm (Minimum numbers required) Year 2: Mater Christi College, 28 Bayview Road, Belgrave Wednesday 1:50pm-6:00pm
	Mode of Delivery:	Classroom, kitchen and restaurant.
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate II in Hospitality must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Hospitality, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification within the Hospitality Industry.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Mater Christi College RTO: 21124
	RTO Student Information:	Please refer to the VET Student Handbook http://www.materchristi.edu.au/curriculum/year-11-and-12/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	There may be a planned excursion.
	Work Placement:	Year 1: 10 shifts of work placement is required. Year 2: 10 shifts of work placements is highly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year: **(Minimum numbers required)**

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWOR203	Work effectively with others	15	C
SITHCCC002	Prepare and present simple dishes	25	C
SITHIND002	Source and use information on the hospitality industry	25	C
SITXFSA001	Use hygienic practices for food safety	15	C
SITXINV002	Maintain the quality of perishable items	10	C
SITXWHS001	Participate in safe work practices	12	C
SITHFAB002	Provide responsible service of alcohol	10	C
SITHCCC003	Prepare and present sandwiches	10	C
SITHIND003	Use hospitality skills effectively	0	C
SITXCCS003	Interact with customers	20	C
SITXCCS006	Provide service to customers	25	C
SITXCOM002	Show social and cultural sensitivity	20	C
Total nominal hours		187	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
SITHFAB004	Prepare and serve non-alcoholic beverages	Portfolio 07	20	C
SITHFAB005	Prepare and serve espresso coffee	Portfolio 07	30	C
SITHFAB007	Serve food and beverage	Work Performance 01	80	C
SITHFAB016	Provide advice on food	Portfolio 08	40	C
SITXFIN001	Process financial transactions	Work Performance 01	25	C
Total nominal hours			195	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Food Technology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Hospitality Certificate IV in Hospitality Diploma of Hospitality (Management) Advanced Diploma of Hospitality (Management) Bachelor of Applied Science (Hospitality Management) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Waiter of Barista Bar/Bottle Shop attendant 	<ul style="list-style-type: none"> Kitchen Hand Food and Beverage attendant



serVice

information technology

Networking and Cybersecurity - Partial Completion

Course Code & Name:		ICT30118 Certificate III in Information, Digital Media & Technology (Partial Completion) NB: Qualification waiting to be approved to ICT30120 Certificate III in Information and Communications Technology which will be delivered in 2022. TBA
Course Aims:		The competencies for completion of Certificate III in Information Technology are designed to equip students with the foundational skills and knowledge they need to function effectively in the IT environment in the workplace.
Course Delivery	Location and Times:	Year 1: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 12:00pm-3:00pm Year 2: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 3:00pm-6:00pm
	Mode of Delivery:	Classroom based/online blended delivery
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for two units of credit at the 1&2 level and a Units 3 + 4 sequence with a study score for ATAR contribution. Program 2 is partial completion only (see pages 8 & 9 of the 2019 VCAA Program booklet). Option A – (page 10 – 11 of the booklet) is additional study undertaken after completing program 2 and allows students to complete the Certificate and gain an additional units 3-4 sequence. Any additional 3-4 sequence will contribute an increment towards your ATAR of 10% of the lowest of your primary four scores.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: ICT30118 - Certificate III in Information, Digital Media & Technology (Partial Completion)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Ringwood SC (RT) RTO: 22475
	RTO Student Information:	Please refer to http://www.rt.vic.edu.au/student-handbook and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / PPE:	Students are required to have their own laptop/netbook.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	Please note this course is subject to change.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS304	Participate effectively in WHS consult	30	C
ICTICT202	Work and communicate effectively in an IT environment	40	C
ICTSAS308	Run standard diagnostic tests	40	C
ICTICT203	Operate Application Software Packages	60	E
ICTNWK305	Install and manage network protocols	40	E
ICTSAS304	Provide basic system administration	20	E

Year 2: Competencies covered in the second year.

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
ICTICT301	Create user documentation	Portfolio 07	20	C
ICTICT302	Install and optimise operating system software	Portfolio 07	20	C
ICTNWK301	Provide network systems admin	Work Performance 01	60	E
ICTSAS305	Provide IT advice to clients	Portfolio 07	40	C
ICTSAS306	Maintain equipment and software	Portfolio 08	20	C
ICTSAS307	Install, configure and secure a small office home office network	Portfolio 08	50	C
Total nominal hours			440	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> A range of Information Communication Technology programs. 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Information Technology, specialising in Networking or Support 	<ul style="list-style-type: none"> Diploma of Information Technology Diploma of Information Technology Networking
	Possible Future Career Opportunities:	<p>This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user. Persons working at this level will support information technology activities in the workplace across a wide range of ICT areas, including technical support, network administration, web technologies, software applications and digital media technologies.</p>	



technology

information technology

Virtual Reality and Game Design

Course Code & Name:		ICT30118 Certificate III in Information, Digital Media & Technology (Virtual Reality and Game Design) Partial Completion NB: Qualification waiting to be approved to ICT30120 Certificate III in Information and Communications Technology which will be delivered in 2022. TBA
Course Aims:		The competencies for completion of Certificate III in Information Technology are designed to equip students with the foundational skills and knowledge they need to function effectively in the design, creation and playing of Virtual Reality games.
Course Delivery	Location and Times:	Year 1: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 12:00pm-3:00pm Year 2: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 3:00pm-6:00pm
	Mode of Delivery:	Classroom based/online blended delivery
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for two units of credit at the 1&2 level and a Units 3 + 4 sequence with a study score for ATAR contribution. Program 2 is partial completion only (see pages 8 & 9 of the 2019 VCAA Program booklet). Option A – (page 10 – 11 of the booklet) is additional study undertaken after completing program 2 and allows students to complete the Certificate and gain an additional units 3-4 sequence. Any additional 3-4 sequence will contribute an increment towards your ATAR of 10% of the lowest of your primary four scores.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: ICT30118 - Certificate III in Information, Digital Media & Technology (Partial Completion)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Ringwood SC (RT) RTO: 22475
	RTO Student Information:	Please refer to http://www.rt.vic.edu.au/student-handbook and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students are required to have their own laptop/netbook.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	Please note this course is subject to change.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS304	Participate effectively in WHS consult	30	C
ICTICT202	Work and communicate effectively in an IT environment	40	C
ICTGAM301	Apply simple modelling techniques	50	E
ICTICT203	Operate Application Software Packages	60	E
ICTSAS308	Run standard diagnostic tests	20	C

Year 2: Competencies covered in the second year.

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
ICTICT301	Create user documentation	Portfolio 07	20	C
ICTICT302	Install and optimise operating system software	Portfolio 07	20	C
ICTGAM302	Design and apply simple textures to digital art	Work Performance 01	50	E
ICTSAS305	Provide IT advice to clients	Portfolio 07	40	C
ICTSAS306	Maintain equipment and software	Portfolio 08	20	C
ICTSAS307	Install, configure and secure a small office home office network	Portfolio 08	50	C
Total nominal hours			400	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> A range of Information Communication Technology programs.
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Information Technology, specialising in Games Design Diploma of Information Technology, specialising in Games Design
	Possible Future Career Opportunities:	<p>This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an ICT games design and creation practitioners.</p> <p>Persons working at this level will support information technology activities in the games design and creation industry.</p>



technology

information technology

Game Art and Animation

Course Code & Name:		ICT30118 Certificate III in Information, Digital Media & Technology (Game Art and Animation) (Partial Completion) NB: Qualification waiting to be approved to ICT30120 Certificate III in Information and Communications Technology which will be delivered in 2022. TBA
Course Aims:		The Certificate III in Information, Digital Media and Technology has a game art and animation focus. This is a two-year partial completion program that develops skills for the games industry. Students will gain basic skills in digital imaging and visual design, 3D modelling and texture mapping, 3D and 2D animation. They will also learn the fundamental skills of using the Unity game engine to make and incorporate assets into a 3D environment and create an interactive game.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 9:00am-12:30pm OR 1:30pm – 5:00pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 1:30pm – 5:00pm
	Mode of Delivery:	Classroom/Onlie
	Duration:	2 years' part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to four units of credit towards their VCE: two units at Units 1 & 2 level and a Units 3 & 4 sequence. This program does not offer scored assessment. ATAR: Students who receive a Units 3 and 4 sequence may be eligible for an increment towards their ATAR (10% of the lower study score of the primary four).
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for a Statement of Attainment listing the units achieved in: ICT30118 - Certificate III in Information, Digital Media & Technology

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.rtvic.edu.au/student-handbook and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.
	Clothing and Equipment:	<ul style="list-style-type: none"> • USB or external hard drive • Pen • Exercise book (A4)
	Excursions:	NA
	Work Placement:	Not required but is recommended.
	Other:	Please note this course is subject to change.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CUAANM302	Create 3D digital animations	75	E
ICTGAM302	Design and apply simple textures to digital art	50	E
ICTDMT403	Produce and edit digital images	40	E
ICTGAM301	Apply simple modelling techniques	50	E
ICTWEB303	Produce digital images for the web	30	E
Total nominal hours		245	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
ICTGAM406	Create visual design components for interactive games	40	E
ICTICT301	Create user documentation	20	C
ICTGAM303	Review and apply the principles of animation	60	E
ICTGAM417	Apply digital effects to interactive products	50	E
CUAANM301	Create 2D digital animations	35	E
Total nominal hours		205	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Information Technology Art and Design
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Information Technology Certificate IV in Digital and Interactive Games Diploma of Information Technology Diploma of Digital and Interactive Games
	Possible Future Career Opportunities:	Support IT activities across a wide range of areas such as: <ul style="list-style-type: none"> Web Technologies Digital media technologies Software Applications Games development



cisco (integrated technologies)

Partial Completion

Course Code & Name:		22519VIC Certificate IV in Integrated Technologies (CISCO) (Partial Completion)
Course Aims:		The Cisco CCNA networking program is a highly respected worldwide industry qualification that aims to give students skills and knowledge in information technology, networking, wireless technologies, security and connectivity technologies including mobile devices and general issues to do with how to connect, maintain and expand computer networks.
Course Delivery	Location and Times:	Year 1: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 12:00pm-3:00pm Year 2: Ringwood Training, 3 Hill Street, Ringwood East Wednesday 3:00pm-6:00pm
	Mode of Delivery:	Classroom/workshop based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	VCE: On successful completion of Year 1, students will gain recognition for a VCE Units 3&4 sequence. On successful completion of Year 2, students will gain recognition for a Units 3&4 sequence. Students who receive two Units 3&4 sequences through Cisco CCNA v6 Routing & Switching, will be eligible for two increments towards their ATAR (10% of the lowest of the primary four scaled studies) subject to VTAC policy. Alternatively, one Unit 3-4 sequence will contribute one 10% ATAR increment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A Victorian recognised qualification: 22519VIC Certificate IV in Integrated Technologies. (Partial Completion)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Ringwood SC (RT) RTO: 22475
	RTO Student Information:	Please refer to http://www.rt.vic.edu.au/student-handbook and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	No formal prerequisites are necessary; however, students need to have a passion and interest in Information Technology, networking, wireless technologies, security and connectivity technologies including mobile devices and general issues to do with how to connect, maintain and expand computer networks. Program A is generally taken before Program B unless the student has equivalent knowledge or skill in the Program A content. Some additional training days during term holidays may be offered.
	Excursions:	N/A
	Work Placement:	A work placement is not required but is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year: Equivalent in Cisco Networking Academy Program

Unit Code	Unit Name	Nominal Hours	Core / Elective
VU22963	Build and implement a basic network	100	C
VU22964	Configure a small to medium network for an organisation	90	C
Total Hours		190	

Year 2: Competencies covered in the second year: Equivalent in Cisco Networking Academy Program

Unit Code	Unit Name	Nominal Hours	Core / Elective
VU22965	Secure and monitor the performance of a small to medium network	100	C
VU22966	Investigate design concepts of an accessible and secure network	90	C
Total Hours		190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Information Communication Technology 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Information Technology Diploma of Information Technology 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Database Administrator Information Technology Network Manager Software Designer 	<ul style="list-style-type: none"> Software Testing Systems Administrator Systems Administration Support



interior decoration retail services

Course Code & Name:		MSF31018 Certificate III in Interior Decoration Retail Services NB: Part time: 2 years
Course Aims:		Explore the interior decoration industry in a retail environment. This course will be delivered through a variety of interactive tutorials and class activities. You will work in groups and individually on activities weekly that build towards the completion of a portfolio of visual work. Investigative tasks will be used to immerse you in the introduction to interior design elements, such as materials and finishes, lighting, furniture and accessories; design industry and its value in society and the relevance of history in contemporary design practical tasks (entry-level) will include exploration of the following design essentials: <ul style="list-style-type: none"> • colour theory and ergonomics • manual drawing and computer aided design • preparation of a mood board to communicate ideas • use of measuring devices • WHS implications of interior decoration effects
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Nelson Campus – 853 Maroondah Hwy, Box Hill Wednesday 1:30pm-5:00pm Year 2: Box Hill Institute, Nelson Campus – 853 Maroondah Hwy, Box Hill Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery.
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for block credit. The following guidelines apply: <ul style="list-style-type: none"> • Attainment of Units of competency/modules at AQF level III or above provides credit at Units 3 and 4 level • 90 nominal hours of training is required for each VCE Unit • The award of credit will take into account issues of duplication with other VCE studies or VCE VET programs and other VET undertaken by the student • Where available, a Units 3 and 4 sequence will be awarded on satisfactory completion of 180 nominal hours at AQF level III, according to the guidelines above • VTAC may award VCE students who receive a Units 3 and 4 sequence through block credit recognition a fifth or sixth study increment (10% of the lowest study score of the primary four) towards their ATAR. This is subject to VTAC rules regarding the calculation of the ATAR
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	On successful completion of this program, students will be eligible for: MSF31018- Certificate III in Interior Decoration Retail Services

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
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	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	This course can only be completed as part of your secondary school studies in Year 10, 11 and 12.
	Excursions:	NA
	Work Placement:	There is no requirement for structured workplace learning. There is no specific uniform requirement. It is expected you wear comfortable and suitable clothing for classes.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MSMWHS200	Work safely	30	C
MSMSUP102	Communicate in the workplace	20	C
MSMSUP106	Work in a team	30	C
MSFGN2001	Make measurements and calculations	30	E
BSBDES202	Evaluate the nature of design in a specific industry context	30	E
BSBDES301	Explore the use of colour	40	E
BSBDES305	Source and apply information on the history and theory of design	65	E
Total nominal hours		245	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CUADIG304	Create visual design components	30	E
CUAACD301	Produce drawings to communicate ideas	80	E
MSFGN3002	Estimate and cost job	16	E
MSFSF3010	Advise customers on interior decoration	52	E
SIRXCEG001	Engage the customer	30	C
MSMENV272	Participate in environmentally sustainable work practices	30	C
Total nominal hours		238	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Visual Arts Design Fundamentals 	<ul style="list-style-type: none"> Graphic Design
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Design Diploma of Graphic Design Advanced Diploma of Graphic Design 	<ul style="list-style-type: none"> Certificate IV in Interior Decoration Diploma of Interior Design Diploma of Visual Merchandising
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Interior Decoration Industry Retail/Department stores 	



kitchen operations

Course Code & Name:		SIT20416 Certificate II in Kitchen Operations NB: Delivered over 2 years
Course Aims:		This certificate provides students with an overview of the hospitality industry. It provides students with the skills and knowledge to be competent in a range of kitchen functions and activities (i.e. back of house).
Course Delivery	Location and Times:	Year 1: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm Year 2: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm
	Mode of Delivery:	Kitchen based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate II in Kitchen Operations must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Kitchen Operations no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIT20416 Cert II in Kitchen Operations Units 1-4

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Aquinas College RTO: 22340
	RTO Student Information:	Please refer to www.aquinas.vic.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will have to wear a uniform and an excursion may be planned. First year students will be supplied with a chef's uniform and equipment set and all workbooks and materials.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
SITXFSA001	Use hygienic practices for food safety	15	C
SITXWHS001	Participate in safe work practices	12	C
SITHCCC001	Use food preparation equipment	25	C
SITHCCC005	Prepare dishes using basic methods of cookery	45	C
SITHKOP001	Clean kitchen premises and equipment	13	C
SITXINV002	Maintain the quality of perishable items	10	C
BSBWOR203	Work effectively with others	15	C
SITXCOM002	Show social and cultural sensitivity	20	E
SITHIND002	Source and use information on the hospitality industry	25	E
Total nominal hours		180	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
SITHCCC006	Prepare appetisers and salads	25	C
SITHCCC007	Prepare stocks, sauces and soups	35	C
SITHCCC008	Prepare vegetable, fruit, egg and farinaceous dishes	45	C
SITHCCC011	Use cookery skills effectively	50	C
SITHCCC012	Prepare poultry dishes	25	C
Total nominal hours		180	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Food Technology 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Hospitality Certificate IV in Hospitality Diploma of Hospitality (Management) Advanced Diploma of Hospitality (Management) Bachelor of Applied Science (Hospitality Management) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Cook Food Production 	<ul style="list-style-type: none"> Catering Manager



service

kitchen operations

Course Code & Name:		Certificate II in Kitchen Operations (Release 1) SIT20416 NB: Delivered over 2 years
Course Aims:		This qualification provides a pathway to work in kitchen operations in organisations such as restaurants, hotels, catering operations, clubs, pubs, cafés, and coffee shops; and institutions such as aged care facilities, hospitals, prisons, and schools. It provides students with an overview of the hospitality industry along with the skills and knowledge to be competent in a range of kitchen functions and activities (i.e. back of house).
Course Delivery	Location and Times:	Year 1: Belgrave Heights Christian School, Wattle Valley Road, Belgrave Wednesday 1:30pm-5:30pm Year 2: Belgrave Heights Christian School, Wattle Valley Road, Belgrave Wednesday 9:00am-1:00pm
	Mode of Delivery:	Classroom based including on campus Commercial Kitchen
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate II in Kitchen Operations must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Kitchen Operations no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIT20416 – Certificate III in Kitchen Operations (Release1)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	iVET trades RTO: 32275
	RTO Student Information:	Please refer to Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will have to wear a uniform. First year students will be supplied with a chef's uniform and equipment set and all workbooks and materials.
	Excursions:	Students may be required to assist with various school based functions throughout the 2 years including some evenings.
	Work Placement:	Program 2 – 50 hours work placement
	Other:	NA

Units of Competency

Year 1: Competencies covered in the first year

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SITXFSA001	Use hygienic practices for food safety	15	C
SITXWHS001	Participate in safe work practices	12	C
SITHCCC001	Use food preparation equipment	25	C
SITHCCC002	Prepare and present simple dishes	25	E
SITHKOP001	Clean kitchen premises and equipment	13	C
SITHCCC005	Prepare dishes using basic methods of cooking	45	C
SITXINV002	Maintain the quality of perishable supplies	10	C
SITHIND002	Source and use information on the hospitality industry	25	E
BSBWOR203	Work effectively with others	20	C
Total nominal hours		190	

Year 2: Competencies covered in the second year

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SITHCCC006	Prepare appetisers and salads	25	C
SITHCCC007	Prepare stocks, sauces and soups	35	C
SITHCCC008	Prepare vegetables, fruit, eggs and farinaceous dishes	45	C
SITHCCC012	Prepare poultry dishes	25	C
SITHCCC011	Use cookery skills effectively	50	C
Total nominal hours		180	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> VCE Food Studies 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Hospitality Certificate IV in Hospitality Diploma of Hospitality (Management) Advanced Diploma of Hospitality (Management) Bachelor of Applied Science (Hospitality Management) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Breakfast Cook Catering Assistant Fast Food Cook Food Production 	<ul style="list-style-type: none"> Catering Manager Sandwich Hand Takeaway Cook Cook



serVice

laboratory skills

Course Code & Name:		MSL30118 Certificate III in Laboratory Skills NB: Part time: 2 years
Course Aims:		This VCE VET program in laboratory skills is a general prevocational qualification aimed for inclusion as a school program (VCE or VCAL) and as an entry point into the industry. This course is designed to provide entry level technical training in laboratory skills across a range of industries. It will also assist you in making an informed decision as to whether or not you would like to pursue a career within the science industry.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery.
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for: <ul style="list-style-type: none"> recognition of up to four units at Units 1 and 2 level and a Units 3 and 4 sequence. Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence of VCE VET Laboratory Skills must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. The increment is awarded by the Victorian Tertiary Admissions Centre (VTAC). Further information can be found on the VTAC website Scored assessment is based on the Units 3 and 4 sequence of MSL30118 – Certificate III in Laboratory Skills.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	On successful completion of this program, students will be eligible for: MSL30118 - Certificate III in Laboratory Skills

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	This course can only be completed as part of your secondary school studies in Year 11 and 12.
	Excursions:	NA
	Work Placement:	The VCAA strongly recommends 80 hours of structured workplace learning (SWL) placement over the duration of the program. Closed toe shoes are required at all times. Laboratory coats and personal protective equipment will be provided.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MSMENV272	Participate in environmentally sustainable work practices	30	C
MSL913003	Communicate with other people	40	C
MSL913004	Plan and conduct laboratory/field work	40	C
MSL922001	C	40	C
MSL943004	Participate in laboratory or field workplace safety	40	C
MSL933005	Maintain the laboratory/field workplace fit for purpose	30	E
MSL973013	Perform basic tests	60	E
MSL953003	Receive and prepare samples for testing	30	E
Total nominal hours		310	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MSL933006	Contribute to the achievement of quality objectives	40	C
MSL973016	Perform aseptic techniques	40	E
MSL973014	Prepare working solutions	50	E
MSL973019	Perform microscopic examination	40	E
MSL973015	Prepare culture media	30	E
Total nominal hours		190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Chemistry Biology 	<ul style="list-style-type: none"> Environmental Science
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Laboratory Techniques 	<ul style="list-style-type: none"> Diploma of Laboratory Techniques or Higher Education qualifications (Degree or associate degree qualifications)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Sampler or Tester Laboratory/Field Assistant 	



technology

laboratory skills

Course Code & Name:		MSL30118 Certificate III in Laboratory Skills Current for 2022
Course Aims:		The Certificate III in Laboratory Skills is designed to provide students with the skills and knowledge to work as a member of a laboratory team. Students will learn to follow set procedures, including laboratory OH&S requirements, and how to assist in collecting and preparing samples. They will also gain skills in using basic laboratory equipment and in carrying out, measuring and recording results of test procedures and experiments in research, chemical, biological or life sciences.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 12:30pm – 5:30pm Year 2: Swinburne University of Technology, 369 Stud Road, Wantirna Wednesday 12:30pm – 5:30pm
	Mode of Delivery:	Classroom/laboratory based/Online
	Duration:	2 years part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for up to 6 units of credit towards their VCE: up to 3 units at the 1 and 2 level and a Units 3 and 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of MSL30118 Certificate III in Laboratory Skills .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Closed toe shoes • Pen • Exercise book 	<ul style="list-style-type: none"> • Long hair must be tied back during practical classes
	Excursions:	Some excursions may be organised for collection of samples for lab analysis.	
	Work Placement:	Not required but is strongly recommended.	
	Other:	NA	

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
MSMENV272	Participate in environmentally sustainable work practices	30	C
MSL913003	Communicate with other people	40	C
MSL913004	Plan and conduct laboratory/field work	40	C
MSL922001	Record and present data	40	C
MSL933005	Maintain the laboratory/field workplace fit for purpose	30	E
MSL943004	Participate in laboratory or field workplace safety	40	C
MSL953003	Receive and prepare samples for testing	30	E
MSL973013	Perform basic tests	60	E
Total nominal hours		310	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
MSL933006	Contribute to the achievement of quality objectives	TBA	30	C
MSL973016	Perform aseptic techniques	TBA	40	E
MSL973014	Prepare working solutions	TBA	50	E
MSL973019	Perform microscopic examination	TBA	40	E
MSL973015	Prepare culture media	TBA	30	E
Total nominal hours			190	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology Chemistry 	<ul style="list-style-type: none"> Environmental Science Physics
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Laboratory Techniques Diploma of Laboratory Technology 	<ul style="list-style-type: none"> Advanced Diploma of Laboratory Operations Bachelor of Science (major in Chemistry, Biochemistry or Biotechnology)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Laboratory Attendant Chemical Process Operator Scientific Glassblower Technical Assistant 	



technology

landscaping

Course Code & Name:		AHC21616 Certificate II in Landscaping Current for 2022
Course Aims:		The Certificate II in Landscaping equips students with the skills to work in the landscaping industry. The essential units will develop skills in areas such as workplace health and safety, basic landscaping techniques, machinery operation and the use of powered and non-powered hand tools.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 8:30am-3:30pm Year 2: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 8:30am-3:30pm
	Mode of Delivery:	Classroom / Simulated workplace/Online
	Duration:	2 years part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for block credit recognition. A maximum of five units at a Unit 1 and 2 level are available for this program.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of AHC21616 Certificate II in Landscaping .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Work boots • Long sleeve top (NO singlets) • Hat 	<ul style="list-style-type: none"> • Drink bottle • Pencil case with pens, pencils and erasers • Exercise book
	Excursions:	N/A	
	Work Placement:	Not required but is recommended.	
	Other:	NA	

Units of Competency:

All Units of Competency must be completed over 2 years to be eligible for the qualification.

Units to be delivered in 2022.

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCLSC201	Assist with landscape construction work	30	C
AHCLSC202	Construct low-profile timber or modular retaining walls	50	C
AHCLSC204	Lay paving	30	C
AHCPGD201	Plant trees and shrubs	20	E
AHCPGD202	Prepare and maintain plant displays	35	E
AHCWHS201	Participate in work health and safety processes	20	C
MEM18001	Use hand tools	20	E
MEM18002	Use power tools/hand held operations	20	E
Total nominal hours		225	

Units to be delivered in 2023.

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
AHCLSC203	Install aggregate paths	20	C
AHCMOM203	Operate basic machinery and equipment	20	C
AHCPCM201	Recognise plants	40	C
AHCINF203	Maintain properties and structures	30	E
AHCIRG219	Assist with low volume irrigation operations	40	E
AHCMOM204	Undertake operational maintenance of machinery	30	E
AHCWRK208	Provide information on products and services	60	E
Total nominal hours		240	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Biology 	<ul style="list-style-type: none"> Environmental Science
	Pathways:	<ul style="list-style-type: none"> Certificate III in Landscape Construction Certificate III in Parks and Gardens Certificate III in Conservation and Land Management 	<ul style="list-style-type: none"> Diploma of Landscape Design Diploma in Conservation and Land Management
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Landscape Designer Landscape Gardener Conservation Worker 	<ul style="list-style-type: none"> Parks and Garden Manager Groundskeeper Sport Turf Manager



trade

Course Code & Name:		SHB30215 Certificate III in Make Up Current
Course Aims:		This VCE VET make-up program is designed to give you the skills and knowledge required to be employed as a make-up artist to design and apply make-up for a range of purposes and occasions across the beauty, fashion, media and entertainment industries. You will develop beauty and make-up techniques such as makeup application, cosmetic tanning, make-up airbrushing, creative make-up techniques and eyelash extensions. You will also learn the communication and retail techniques necessary for a career in beauty, as well as how to monitor and manage a small business; all while putting your practical skills to work in a real simulated work environment.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 8:30am-1:00pm; Wednesday 1:30pm-6:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 8:30am-1:00pm; Wednesday 1:30pm-6:00pm Please note: Year 1 students will be required to attend a 3 day holiday workshop during the Term 2 holidays. Year 2: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Wednesday 1:30pm-6:00pm Box Hill Institute, Lilydale Lakeside Campus – 1, Jarlo Dr, Lilydale Wednesday 1:30pm-6:00pm
	Mode of Delivery:	Face to face - classroom
	Duration:	Two years

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of SHB30215 Certificate III in Make-Up, students will be eligible for up to 3 units at Units 1 and 2 level, and a Units 3 and 4 sequence. VCE VET units accrue in the following order: Unit 1, 2, 3, 4, 1 and 2 and may be accumulated over more than one year.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification: SHB30215 – Certificate III in Make Up

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumcluster.com for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will be provided with a black Box Hill Institute t-shirt which must be worn to all classes.
	Excursions:	N/A
	Work Placement:	80 hours is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBXWHS001	Apply safe hygiene, health and work practices	40	C
SHBBMUP002	Design and apply make-up	45	C
SHBBMUP003	Design and apply Make-up for photography	30	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBBRES001	Research and apply beauty industry information	20	C
SHBBCCS001	Advise on beauty products and services	30	C
SHBBMUP004	Design and apply remedial camouflage make-up	30	C
SHBBBOS001	Apply cosmetic tanning products	16	E
Total nominal hours		270	E

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SHBBMUP005	Apply airbrushed make-up	30	C
CUAPPM407	Create story boards	40	E
SHBBMUP006	Design and apply creative make-up	45	C
SHBBMUP007	Work collaboratively on make-up productions	40	E
SHBBMUP001	Apply eyelash extensions	30	E
SHBXCCS001	Conduct salon financial transactions	25	E
SHBXCCS002*	Provide salon services to clients	40	C
Total nominal hours		250	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Art • Business
	Pathways:	<ul style="list-style-type: none"> • Diploma of Beauty Therapy • Diploma of Screen and Media (Make-up for TV and film)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Retail Cosmetic sales consultant • Make-Up Artist



service

music industry (performance)

Course Code & Name:		CUA30915 Certificate III in Music Industry (Performance) (Please note the code and title of this qualification is subject to change for 2022) NB: Delivered over 2 years
Course Aims:		The VCE VET Music program aims to: <ul style="list-style-type: none"> • Provide participants with the knowledge and skills that will enhance their employment prospects in the music or music-related industries • Enable participants to gain a recognised credential and to make a more informed choice of vocation or career paths.
Course Delivery	Location and Times:	Year 1: Scoresby Secondary College, Cavell Street, Scoresby Wednesday 1:30pm-5:00pm Year 2: Scoresby Secondary College, Cavell Street, Scoresby Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Classroom face to face based delivery.
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for recognition of two units at Units 1 & 2 level and at least one Units 3 & 4 sequence. Students who are able to undertake further training to complete additional specialisations in the Music Industry qualification may be eligible for further credit at Units 3 and 4 level. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Music Industry must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Music, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: CUA30915 - Certificate III in Music Industry (Performance)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Australian College of the Arts Pty Ltd/Collarts RTO: 0109
	RTO Student Information:	Please refer to the Mullum Cluster Website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Some training and assessment will take place outside normal delivery times e.g. evening performances.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to Health and safety of others	20	C
CUACMP301	Implement copyright arrangements	35	C
CUAIND303	Work effectively in the Music Industry	35	C
CUAMCP301	Compose simple songs and musical pieces	30	C
CUAMLT302	Apply knowledge of style and genre to Music Industry practice	50	C
CUAMPF203	Develop ensemble skills for playing or singing music	35	C
Total nominal hours		205	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
CUAMPF302	Prepare for performances	Portfolio 01	35	C
CUSMPF301	Develop technical skills in performance	Work Performance 02	20	C
CUSMPF305	Develop improvisation skills	Work Performance 01	35	C
CUSMPF402	Develop & maintain stagecraft skills	Work Performance 02	70	C
GROUP OR SOLO – Select ONE				
CUSMPF404	Perform music as part of a group (Students enrol in this unit if being assessed as part of a group.)	Work Performance 01	70	C
CUAMPF406	Perform music as a soloist (Students enrol in this unit if being assessed as a soloist.)	Work Performance 01	70	C
Total nominal hours			300	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Music Composition • Music Performance 	
	Pathways:	<ul style="list-style-type: none"> • Certificate IV in Music Industry (Sound Production) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Artist/Venue Manager • Instrumental Music Teacher • Live sound engineer 	<ul style="list-style-type: none"> • Musician • Performer • Recording engineer



creative

music industry (performance)

Course Code & Name:		CUA30915 Certificate III in Music Industry (Performance) (Please note the code and title of this qualification is subject to change for 2022) NB: Delivered over 2 years
Course Aims:		The VCE VET Music program aims to: <ul style="list-style-type: none"> • Provide participants with the knowledge and skills that will enhance their employment prospects in the music or music-related industries • Enable participants to gain a recognised credential and to make a more informed choice of vocation or career paths.
Course Delivery	Location and Times:	Year 1: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras Wednesday 9:00am-1:50pm (including 40 minute lunch break) Year 2: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras Wednesday 9:00am-1:50pm (including 40 minute lunch break)
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for recognition of two units at Units 1 & 2 level and at least one Units 3 & 4 sequence. Students who are able to undertake further training to complete additional specialisations in the Music Industry qualification may be eligible for further credit at Units 3 and 4 level. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Music Industry must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Music, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: CUA30915 - Certificate III in Music Industry (Performance)

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Australian College of the Arts RTO: 0109
	RTO Student Information:	Please refer to Collarts VET Student Handbook http://vet.collarts.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Some training and assessment will take place outside normal delivery times e.g. evening performances.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CUACMP301	Implement copyright arrangements	20	C
CUAIND303	Work effectively in the music industry	35	C
CUAMCP301	Compose simple songs or musical pieces	35	C
CUAMPF203	Develop ensemble skills for playing or singing music	50	C
CUAMLT302	Apply knowledge of style and genre to music industry practice	40	C
BSBWHS201	Contribute to health and safety of self and others	20	C
Total nominal hours		200	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment plan	Nominal Hours	Compulsory / Elective
CUAMPF301	Develop technical skills in performance	Work Performance 01	20	C
CUAMPF305	Develop improvisation skills	Work Performance 02	35	C
CUAMPF302	Prepare for performances	Portfolio 07	35	C
CUAMPF402	Develop and maintain stagecraft skills	Work Performance 02	70	C
GROUP OR SOLO – Select ONE				
CUAMPF404	Perform music as part of a group	Work Performance 01	70	E
CUAMPF406	Perform music as a soloist (OPTIONAL)	Work Performance 01	70	E
Total nominal hours			230	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Music Composition • Music Performance 	
	Pathways:	<ul style="list-style-type: none"> • Certificate IV in Music Industry (Performance) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Artist/Venue Manager • Instrumental Music Teacher • Live sound engineer 	<ul style="list-style-type: none"> • Musician • Performer • Recording engineer



creative

music industry (sound production)

Course Code & Name:		CUA30915 Certificate III in Music Industry (Sound Production) (Please note the code and title of this qualification is subject to change for 2022) NB: Delivered over 2 years
Course Aims:		This program aims to provide participants with the knowledge and skill development for the achievement of competence to enhance employment prospects within the music industry, whilst providing a recognised credential; for making a more informed choice of vocational and career paths in the music industry.
Course Delivery	Location and Times:	Year 1: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm Year 2: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Students will be eligible for recognition of two units at Units 1 & 2 level and at least one Units 3 & 4 sequence. Students who are able to undertake further training to complete additional specialisations in the Certificate III in Music Industry qualification may be eligible for further credit at Units 3 and 4 level. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Music Industry (Sound Production) must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Music Industry (Sound Production), no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: CUA30915 Certificate III in Music Industry (Sound Production) Units 1-4

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	COSAMP RTO: 41549
	RTO Student Information:	Please refer to www.cosamp.com.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	School uniform must be worn to the host school. All equipment provided.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
CUACMP301	Implement copyright arrangements	20	C
CUAIND303	Work effectively in the music industry	35	C
CUAMLT302	Apply knowledge of style and genre to music industry practice	40	C
CUASOU201	Develop basic audio skills and knowledge	40	E
CUASOU202	Perform basic sound editing	30	E

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Core / Elective
CUASOU311	Mix music in a studio environment	Portfolio 08	60	C
CUASOU306	Operate sound reinforcement systems	Portfolio 07	40	C
CUASOU307	Record and mix a basic music demo	Product 05	40	C
CUASOU308	Install and disassemble audio equipment	Portfolio 07	40	C
CUASOU402	Manage audio input sources	Product 05	30	C

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Music Composition • Music Performance 	
	Pathways:	<ul style="list-style-type: none"> • Certificate IV Music Industry (Sound Production) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Broadcaster • Digital Audio Technician • Director • Musical Therapist • Musician 	<ul style="list-style-type: none"> • Sound & Lighting Technician • Sound Engineer • Stage Manager • Stage Producer



creative

music industry (sound production)

Course Code & Name:		CUA30915 Certificate III in Music Industry (Sound Production) (Please note the code and title of this qualification is subject to change for 2022) NB: Delivered over 2 years
Course Aims:		This program aims to provide participants with the knowledge and skill development for the achievement of competence to enhance employment prospects within the music industry, whilst providing a recognised credential; for making a more informed choice of vocational and career paths in the music industry.
Course Delivery	Location and Times:	Year 1: Upwey High School, 1451 Burwood Highway, Upwey Wednesday 1:30pm-5:30pm Year 2: Upwey High School, 1451 Burwood Highway, Upwey Wednesday 1:30pm-5:30pm
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	May provide up to 5 units towards the VCE, 3 at units 1&2 level and a units 3&4 sequence. Note: Where a student elects not to receive a study score for VCE VET Music Industry (Sound Production), no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: CUA30915 - Cert III in Music Industry (Sound Production) Units 1-4

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	COSAMP RTO: 41549
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	School uniform must be worn to the host school. All equipment provided.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	(Please note the code and title of this qualification is subject to change for 2022)

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
CUACMP301	Implement copyright arrangements	20	C
CUAIND303	Work effectively in the music industry	35	C
CUAMLT302	Apply knowledge of style and genre to music industry practice	40	C
CUAMCP201	Incorporate technology into music making	50	E
CUASOU201	Develop basic audio skills and knowledge	40	E

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
CUASOU306	Operate sound reinforcement systems	Work Performance 01	40	C
CUASOU307	Record and mix a basic music demo	Product 05	40	C
CUASOU308	Install and disassemble audio equipment	Work Performance 01	40	C
CUASOU311	Mix music in a studio environment	Portfolio 07	60	C
CUASOU402	Manage audio input sources	Product 05	30	C
Total VETis Hours Expectation			475	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Music Composition • Music Performance 	
	Pathways:	<ul style="list-style-type: none"> • Certificate IV in Music Industry (Sound Production) 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Broadcaster • Digital Audio Technician • Director • Musical Therapist • Musician 	<ul style="list-style-type: none"> • Sound & Lighting Technician • Sound Engineer • Stage Manager • Stage Producer



creative

outdoor recreation

Course Code & Name:		SIS20419 Certificate II in Outdoor Recreation NB: Part time: 1 year
Course Aims:		This course focuses on participation skill acquisition related to activities in Outdoor Recreation and Outdoor Education. It is highly suitable for those who have an active lifestyle and enjoy being in the outdoors and extending themselves through several adventure activities. Canoeing, rock climbing, mountain bike riding are all included activities in this exciting course. Students will learn the fundamental skills to plan and assist in the delivery of outdoor recreation activities and gain knowledge in activity risk management and response to emergencies. The course is aligned with the Certificate IV in Outdoor Leadership (SIS40619) and provides credit to some units into this study pathway. We deliver the course out of the Lilydale Lakeside campus which has great on-site facilities and easy access to local parks and environments for off-site activity facilitation.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Lilydale Lake Campus – 1 Jarlo Drive. Lilydale Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Face to Face delivery.
	Duration:	1 year part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for recognition of up to three units at Units 1 and 2 level.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	On successful completion of this program, students will be eligible for: SIS20419 - Certificate II in Outdoor Recreation.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	This course can only be completed as part of your secondary school studies in Year 10, 11 and 12.
	Excursions:	NA
	Work Placement:	There is no requirement for structured workplace learning. There is no specific uniform requirement. It is expected you wear comfortable and suitable clothing for classes.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
HLTWHS001	Participate in workplace health and safety	20	C
SISOFLD001	Assist in conducting outdoor recreation sessions	30	C
SISOFLD002	Minimise environmental impact	15	C
SISXIND002	Maintain sport, fitness and recreation industry knowledge	30	C
SISOCYT002	Ride bicycles on roads and pathways, easy conditions	20	E
SISOBWG001	Bushwalk in tracked environments	20	E
SISOCNE001	Paddle a craft using fundamental skills	40	E
SISOCYT004	Ride off road bicycles on easy trails	20	E
SISXEMR001	Respond to emergency situations	18	E
SISOCLM001	Top rope climb single pitches, artificial surfaces	20	E
SISOPLN002	Plan outdoor activity sessions	50	E
Total nominal hours		283	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Outdoor Leadership Certificate IV in Guiding 	<ul style="list-style-type: none"> Diploma of Sport Certificate III in Fitness Certificate IV in Fitness
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Outdoor Recreation Industry Outdoor Education 	<ul style="list-style-type: none"> Tourism Guiding



service

outdoor recreation

Course Code & Name:		SIS20419 Certificate II in Outdoor Recreation (Year 1) NB: 1 year part time
Course Aims:		Outdoor Sports Education program provides students an opportunity to apply exploration of the outdoors in a sporting context with key skills that will enable them to develop careers in outdoor recreation or pathways to further education. For students excited by a career in Outdoor Education and Recreation, the program will provide the foundation skills to pursue employment, further study and an opportunity to earn their way through future study in roles they are passionate about. The program includes camps and/or excursions, and will engage students who may not be suited to traditional classroom learning.
Course Delivery	Location and Times:	Year 1: Fairhills High School, Scoresby Road, Knoxfield Wednesday 8:45am – 2:00pm Additional time is required for camps.
	Mode of Delivery:	Classroom based with both theoretical and performance elements.
	Duration:	1 year part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Certificate II contributes Units 1 & 2 to VCE. Students can pair SIS20419 Certificate II in Outdoor Recreation with the second year of SIS30115 Certificate III in Sport and Recreation, for a 3/4 sequence and a study score. Student would need to select an alternative venue within the Mullum VET Cluster for year 2. Contributes 216 hours, 2 units in the Industry Skills strand for VCAL
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL
	Qualification:	A nationally recognised qualification: SIS20419 - Certificate II in Outdoor Recreation and SIS30115 Certificate III in Sport and Recreation, partial completion with scored component.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	iVET RTO: 40548 (Training delivered by Fairhills High School)
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	NA
	Excursions and Incursions:	Students may be required to attend Camps as part of their assessment. The cost of these camps is not included in the Materials cost.
	Work Placement:	No work placement is not required.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
HLTWHS001	Participate in workplace health and safety	20	C
SISOFLD001/ SISOFLD002	Assist in conducting recreation sessions and minimise environmental impact (clustered)	45	C
SISXFAC001	Maintain equipment for activities	5	E
HLTAID003	Provide first aid	18	E
SISXEMR001	Respond to emergency situations	18	E
SISXIND002	Maintain sport, fitness and recreation industry knowledge	30	C
SISOCYT002	Ride bicycles on roads and pathways, easy conditions	20	E
SISOBWG001	Bushwalk in tracked environments	20	E
SISOFLD006	Navigate in tracked environments	30	E
SISCAQU002	Perform basic water rescues	10	E
Total nominal hours		216	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education Environmental Studies 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Outdoor Recreation/Guiding Diploma of Outdoor Recreation/Guiding Bachelor of Outdoor Recreation 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Outdoor activity assistant School camp activity assistant Water sports activities assistant 	<ul style="list-style-type: none"> Outdoors supplier retail assistant Outdoor participant



service

plumbing – pre apprenticeship

Course Code & Name:		22569VIC Certificate II in Plumbing (Pre-Apprenticeship) Current for 2022
Course Aims:		The Certificate II in Plumbing (Pre-apprenticeship) is a hands-on course involving both theory and practical skills. It aims to provide students with an insight into working within a licensed trade area and the associated responsibilities and equip students with the skills and knowledge an employer looks for when hiring an apprentice. Students will gain hands-on experience with plumbing equipment and learn about the practices and expectations of the plumbing industry.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 369 Stud Rd, Wantirna Wednesday 8:30am-3:00pm Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 8:30am-3:00pm OR Wednesday 12:30pm – 5:30pm (Plus a one-week block in Term 2 or 3 break) OR Friday 8:30am-3:00pm (subject to demand) Year 2: Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 8:00am – 12:00pm OR 1:00pm – 5:00pm
	Mode of Delivery:	Classroom/ Workshop based/Online
	Duration:	2 years part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for two or more units at Units 1 and 2 level and a Unit 3 and 4 sequence. This program does not offer scored assessment. ATAR: Students who receive a Unit 3 and 4 sequence may be eligible for an increment towards their ATAR (10% of the lowest study score of the primary four scaled studies).
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL
	Qualification:	Be eligible for the award of 22304VIC Certificate II in Plumbing (Pre-apprenticeship) .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)	
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumvetcluster.com.au for student rights and responsibilities while on campus.	
	Clothing and Equipment:	<ul style="list-style-type: none"> • Work boots (leather upper) • Full length work pants (NO jeans or track pants) 	<ul style="list-style-type: none"> • Shirt or t-shirt (NO singlets) • 1m folding ruler • Carpenter's pencil • Pen
	Excursions:	N/A	
	Work Placement:	Not required but is recommended	
	Other:	NA	

Units of Competency:

Year 1:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCWHS1001	Prepare to work safely in the construction industry	6	C
CPCPCM2039A	Carry out interactive workplace communication	10	C
CPCCCM2001	Read and interpret plans and specifications	36	C
HLTAID002	Provide basic emergency life support	12	C
VU23046	Apply basic sheet metal practices	50	C
VU23047	Cut and penetrate building materials and structures	30	C
VU23050	Perform basic oxy-acetylene welding and cutting	20	C
VU23051	Prepare to work in the plumbing industry	20	C
VU23052	Use and apply basic levelling equipment for plumbing	8	C
VU23054	Use basic plumbing hand tools	50	C
Total nominal hours		242	

Year 2:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	20	C
CPCCM1015	Carry out measurements and calculations	20	C
BSBWRT301	Write simple documents	30	C
CUAACD303	Produce technical drawings	50	C
VU23048	Fabricate simple plumbing pipe systems	30	C
VU23049	Identify career pathways in the plumbing industry	30	C
VU23053	Use basic electric welding equipment and techniques	20	C
VU23055	Use basic power tools	20	C
VU23056	Use plumbing pipes, fittings and fixtures to simulate plumbing installations	30	C
Total nominal hours		250	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> English Business Management Further Mathematics
	Pathways:	<ul style="list-style-type: none"> Certificate III in Plumbing Certificate IV in Plumbing and Services
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Apprentice Plumber



trade

retail cosmetics

Course Code & Name		SHB20116 Certificate II in Retail Cosmetics Current
Course Aims		This course provides a pathway to work as a retail sales consultant in beauty or cosmetic products and services, including beauty and hairdressing salons, retail outlets and department stores.
Course Delivery	Location and Times:	Year 1: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Friday 10:00am-2:30pm
	Mode of Delivery:	Face to face - classroom
	Duration:	One year

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of certificate II, students will be eligible for: <ul style="list-style-type: none"> the award of SHB20116 Certificate II in Retail Cosmetics up to five units at Units 1 and 2 level. VCE VET units accrue in the following order: Unit 1, 2, 1, 2 and 1, and may be accumulated over more than one year.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification: SHB20116 – Certificate II in Retail Cosmetics

Additional Requirements/ Information	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.boxhill.edu.au/about-us/policies-and-procedures/ and www.mullumcluster.com for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students will be provided with a black Box Hill Institute t-shirt which must be worn to all classes.
	Excursions:	N/A
	Work Placement:	80 hours is strongly recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBBCCS001	Advise on beauty products and services	30	C
SHBBMUP002	Design and apply make-up	45	C
SHBXCCS004	Recommend products and services	20	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBBRES001	Research and apply beauty industry information	20	E
BSBSUS201	Participate in environmentally sustainable work practices	20	E
SHBXCCS003	Greet and prepare clients for salon services	10	E
SHBXCCS001	Conduct salon financial transactions	25	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SIRRMER001	Produce visual merchandise displays	35	C
SIRXIND003	Organise personal work requirements	30	C
SIRXSLS001	Sell to the retail customer	20	C
ICTWEB201	Use social media tools for collaboration and engagement	20	E
SHBBMUP003	Design and apply Make-up for photography	30	E
Total nominal hours		400	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Biology • Chemistry 	
	Pathways:	<ul style="list-style-type: none"> • Certificate III in Hairdressing • Certificate IV in Beauty Therapy • 	<ul style="list-style-type: none"> • Diploma of Beauty Therapy • Bachelor of Health Science (Dermal Therapies)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Hairdresser • Beauty Operator • Beauty Therapist 	<ul style="list-style-type: none"> • Beauty Therapist (Spa) • Dermal Therapist • Dermal Clinician



service

retail cosmetics

Course Code & Name:		SHB20116 Certificate II in Retail Cosmetics NB: Delivered over 1 year
Course Aims:		This qualification reflects the role of retail sales personnel involved in a defined range of tasks to sell and demonstrate beauty or cosmetic products. They follow known routines and procedures and work under direct supervision. This qualification provides a pathway to work as a retail sales consultant in any business that sells beauty or cosmetic products or services. This can include beauty and hairdressing salons, retail outlets and department stores.
Course Delivery	Location and Times:	Year 1: Inspiring Beauty and Massage and Training Academy 1/1 James Street, Bayswater Wednesday 1:30pm-4.30pm
	Mode of Delivery:	Classroom based
	Duration:	1 year

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	VCE: Students will be eligible for two units of credit at the 1&2 level.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A recognised qualification: SHB20116 Certificate II in Retail Cosmetics

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Accend Education Group RTO: 21851
	RTO Student Information:	Please refer to http://www.accend.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Accend uniform to be worn to all classes, industry compulsory enclosed footwear. Long hair must be tied back. Uniform information is given on Orientation day.
	Excursions:	Excursions may be included as part of the course or as optional extensions outside the normal hours (to be confirmed at a later date). Course also includes professional presentations by industry experts.
	Work Placement:	90 hours of work placement required.
	Other:	NA

Units of Competency:

Year 1 : Competencies covered:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBBCCS001	Advise on beauty products and services	30	C
SHBBMUP002	Design and apply make-up	45	C
SHBXCCS004	Recommend products and services	20	C
SHBXIND002	Communicate as part of a salon team	30	C
SIRRMER001	Produce visual merchandise displays	35	C
SIRXIND003	Organise personal work requirements	30	C
SHBXCCS001	Conduct Financial services	25	C
SIRXSLS001	Sell to the retail customer	20	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBBMUP003	Design and apply Make-up for photography	30	E
SHHBHAS002	Provide Head Neck & Shoulder Massage	20	E
SIRRINV001	Receive and handle retail stock	35	E
SHBBRES001	Research and apply beauty industry information	20	E
SHBBMUP001	Apply eyelash extensions	30	E
Total nominal hours		435	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Biology • Chemistry 	
	Pathways:	<ul style="list-style-type: none"> • Certificate III in Hairdressing • Certificate IV in Beauty Therapy • 	<ul style="list-style-type: none"> • Diploma of Beauty Therapy • Bachelor of Health Science (Dermal Therapies)
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Hairdresser • Beauty Operator • Beauty Therapist 	<ul style="list-style-type: none"> • Beauty Therapist (Spa) • Dermal Therapist • Dermal Clinician



serVice

retail services

Course Code & Name:		SIR20216 Certificate II in Retail Services Current for 2022
Course Aims:		The Certificate II in Retail Services aims to provide students with the skills, knowledge and attitude to work in a retail workplace setting. During the course, students will acquire the confidence and skills that are highly sought after by employers. They will also develop the core workplace skills that are transferable across industries.
Course Delivery	Location and Times:	Year 1: Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 9:00am-3:00pm Year 2: Swinburne University of Technology, 12-50 Norton Road, Croydon Wednesday 9:00am-3:00pm
	Mode of Delivery:	Classroom/Simulated retail store/Online
	Duration:	2 years part time

On successful completion of this program students will:

Credit towards VCE/VCAL	VCE:	Be eligible for four units of credit towards their VCE at Units 1 and 2 level.
	VCAL:	Meet the requirements for the Industry Specific Skills Strand and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Be eligible for the award of SIR20216 Certificate II in Retail Services .

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Swinburne University of Technology (TOID 3059)
	RTO Student Information:	Please refer to http://www.swinburne.edu.au/policies-regulations/ and www.mullumcluster.com for student rights and responsibilities while on campus.
	Clothing and Equipment:	<ul style="list-style-type: none"> • Smart casual dress • Pen • Exercise book
	Excursions:	Local excursions to retail stores may be required.
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency:

All units of competency to be completed over 2 years to be eligible for the qualification.

Units to be delivered in 2022:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SIRXIND001	Work effectively in a service environment	45	C
SIRXRSK001	Identify and respond to security risks	30	C
SIRXIND002	Organise and maintain the store environment	20	E
SIRXIND004	Plan a career in the retail industry	20	E
SIRRINV001	Receive and handle retail stock	35	E
BSBWOR204	Use business technology	20	E
FSKLRG09	Use strategies to respond to routine workplace problems	15	E
Total nominal hours		185	

Units to be delivered in 2023:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SIRXSLS002	Follow point-of-sale procedures	20	E
SIRXCEG001	Engage the customer	30	C
SIRXCOM001	Communicate in the workplace to support team and customer outcomes	40	C
SIRXIND003	Organise personal work requirements	20	C
SIRXWHS002	Contribute to workplace health & safety	20	C
SIRXPKD001	Advise on products and services	30	C
SIRRMER001	Produce visual merchandise displays	35	E
Total nominal hours		195	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Accounting Business Management 	<ul style="list-style-type: none"> English Further Mathematics
	Pathways:	<ul style="list-style-type: none"> Certificate III in Retail Certificate IV in Retail Management 	<ul style="list-style-type: none"> Diploma of Retail Leadership Diploma of Retail Merchandise Management
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Buyer Customer Service Officer Merchandiser Retail/Store Manager 	<ul style="list-style-type: none"> Sales Assistant Sales Representative Team Leader



serVice

salon assistant

Course Code & Name:		SHB20216 Certificate II in Salon Assistant NB: Delivered over 1 year
Course Aims:		If you want a career in hairdressing, this introductory course will give you the skills to begin work in the industry. You will learn how to maintain a clean and efficient work environment and how to communicate effectively with those around you. You will also learn how to interact with clients, preparing clients for salon services, shampooing and other basin services, performing head, neck and shoulder massage, and applying single, double and triple strand braiding. Basic business skills are also covered in this certificate, along with how to sell products and services.
Course Delivery	Location and Times:	FAST TRACK One Year Program: Box Hill Institute, Elgar Campus – 465 Elgar Road, Box Hill Friday 10:00am-2:30pm
	Mode of Delivery:	Face to face – classroom.
	Duration:	1 year program - FRIDAYs

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for: <ul style="list-style-type: none"> Recognition of up to four units at Units 1 and 2 level The VCE VET Hair and Beauty program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Nationally recognised qualifications: SHB20216 - Certificate II in Salon Assistant.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Box Hill Institute RTO: 4687
	RTO Student Information:	Please refer to http://www.bboxhill.edu.au/about-us/policies-and-procedures/ and www.mullumcluster.com for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students are required to provide black flat closed toe shoes and long black pants (no leggings) and black t-shirt or long sleeved shirt.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	40 hours is mandated (SWC)
	Other:	NA

Units of Competency:

Competencies covered:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBHBAS001	Provide shampoo and basin services	40	C
SHBHDES001	Dry hair to shape	40	C
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBXCCS003	Greet and prepare clients for salon services	10	C
SHBHBAS002	Provide head, neck and shoulder massages for relaxation	20	E
SHBXCCS001	Conduct salon financial transactions	25	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBHCLS001	Apply hair colour products	30	E
SHBHDES002	Braid hair	30	E
SIRXSLS001	Sell to the retail customer	20	E
Total nominal hours		330	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Creative industries
	Pathways:	<ul style="list-style-type: none"> Certificate III in Hairdressing
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Salon Assistant Salon Manager Hairdresser Retail Sales



service

salon assistant

Course Code & Name:		SHB20216 Certificate II in Salon Assistant NB: Delivered over 1 year
Course Aims:		This qualification reflects the role of a salon assistant within the hairdressing industry. You will gain the skills of how to maintain an efficient work environment whilst incorporating the highest of hygiene standards. You will learn how to interact with clients in a professional manner being able to assist your work team in preparing clients, shampooing and basic basin services. You will be able to perform head neck and shoulder massage, braiding and blow waving techniques No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.
Course Delivery	Location and Times:	Year 1: Accend (Inspiring Beauty Salon) 1/1 James Street, Bayswater Wednesday 1:30pm-4:30pm
	Mode of Delivery:	Classroom based
	Duration:	1 year

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	On successful completion of this program, you will be eligible for: <ul style="list-style-type: none"> ▪ Recognition of up to four units at Units 1 and 2 ▪ The VCE VET Hair and Beauty program does not offer scored assessment.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Nationally recognised qualification: SHB20216 - Certificate II in Salon Assistant

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Accend Education Group RTO: 21851
	RTO Student Information:	Please refer to http://www.accend.edu.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students must wear enclosed footwear. Long hair must be tied back. Other uniform policy applies – Refer to your trainer on first day of training.
	Excursions:	Excursions may be included as a part of the course or as optional extensions outside the normal hours (to be confirmed at a later date). Course also includes professional presentations by industry experts.
	Work Placement:	Hours of work placement highly recommended. Cert II = 90 hours
	Other:	NA

Units of Competency:

Year 1:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBXCCS001	Conduct financial transactions	25	C
SHBXCCS004	Recommend products and services	20	E
SHBHBAS001	Provide shampoo and basin services	40	C
SHBXIND001	Comply with organisational requirements within a personal environment	45	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBHDES001	Dry hair to shape	40	E
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBXCCS003	Greet and prepare clients for salon services	10	C
SHBHBAS002	Provide head, neck and shoulder massages for relaxation	20	C
SHBHDES002	Braid hair	30	E
SIRXSLS001	Sell to the retail customer	20	E
Total nominal hours		330	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Chemistry • Art • Business studies
	Pathways:	<ul style="list-style-type: none"> • Certificate III in Hairdressing • Certificate IV in Hairdressing • Diploma of Salon Management
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Salon Assistant • Retail Sales • Salon Manager • Hairdresser



serVice

salon assistant

Course Code & Name:		SHB20216 Certificate II in Salon Assistant NB: Delivered over 1 year
Course Aims:		The overall aim of this program is to provide young people with the opportunity to gain comprehensive entry-level training in the Hairdressing Industry. The program covers broad based and core skills and knowledge to assist with client services in the hair and beauty industry and provides a pathway into a hairdressing apprenticeship.
Course Delivery	Location and Times:	Year 1: Headmasters Academy, Level 2, 185 Spring Street, Melbourne Wednesday 9:00am-4:00pm
	Mode of Delivery:	Classroom based
	Duration:	1 year part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	SHB20216 Certificate II in Salon Assistant: recognition of up to four units at Units 1 and 2 level.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	Nationally recognised qualifications: SHB20216 - Certificate II in Salon Assistant.

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	Headmasters Academy Pty Ltd T/A The Masters Institute of Creative Education RTO: 4639
	RTO Student Information:	Please refer to www.themasters.institute and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Cost includes tuition, kit and uniform
	Excursions:	N/A
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBHBAS001	Provide shampoo and basin services	40	C
SHBHDES001	Dry hair to shape	40	C
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBXCCS003	Greet and prepare clients for salon services	10	C
SHBXCCS004	Provide head, neck and shoulder massages for relaxation	20	E
SIRRINV001	Recommend products and services	20	C
SHBXCCS001	Conduct salon financial transactions	25	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBHCL001	Apply hair colour products	30	E
SHBHDES002	Braid hair	30	E
Total nominal hours		330	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> • Art • Psychology 	<ul style="list-style-type: none"> • Business Management • Studio Arts
	Pathways:	<ul style="list-style-type: none"> • Certificate III in Hairdressing • Certificate IV in Hairdressing • Diploma of Salon Management 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> • Salon Assistant • Salon Manager 	<ul style="list-style-type: none"> • Retail Sales • Hairdresser



serVice

sport and recreation

(outdoor recreation)

Course Code & Name:		Certificate III in Sport and Recreation (Outdoor Recreation Focus) SIS30115 NB: Delivered over 2 years.
Course Aims:		This qualification aims to provide students with the opportunity to acquire and develop the skills, knowledge and confidence to work in sport and outdoor recreation related industries.
Course Delivery	Location and Times:	Year 1: Norwood Secondary College, Byron Street, Ringwood North Wednesday 1:30pm – 5:00pm Places in this course are limited. Year 2: Norwood Secondary College, Byron Street, Ringwood North Wednesday 1:30pm – 5:00pm
	Mode of Delivery:	Classroom based and excursions.
	Duration:	2 years part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	<ul style="list-style-type: none"> Recognition of two VCE VET units at a Units 1 and 2 level Recognition of two VCE VET units at a Units 3 and 4 level A scored Assessment for this course is available which contributes to the ATAR. Students wishing to receive an ATAR contribution for the Units 3 and 4 sequence must undertake scored assessment to achieve a study score. This study score can contribute directly to the ATAR, either as one of the student's primary four or as a % of a fifth or sixth study. <p>A student who opts out of scored assessment in the VCE VET Sport and Recreation Program will not be eligible for a study score.</p>
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIS30115 – Certificate III in Sport and Recreation

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	iVET RTO: 40548 Training delivered by Norwood Secondary College
	RTO Student Information:	Please refer to the Mullum VET Cluster website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students need to wear their college's PE uniform to participate in practical sessions
	Excursions:	Students will be required to complete and return Excursion permission slips in line with Education department policy. Excursions are covered in course fees.
	Work Placement:	NA
	Other:	Students will participate in excursions and in Units 3 & 4, some overnight camps.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
SISXCAI003	Conduct non instructional sport, fitness or recreation sessions	20	C
BSBWOR301	Organise personal work priorities and development	30	C
HLTWHS001	Participate in workplace health and safety	20	C
HLTAID003	Provide First Aid	18	C
SISXCCS001	Provide quality service	25	C
SISXEMR001	Respond to emergency situations	18	C
ICTWEB201	Use social media tools for collaboration and engagement	20	C
SISXIND006	Conduct sport, fitness or recreation events	55	E
SISOCNE201A	Demonstrate simple canoeing skills	20	E

Year 2: Competencies covered in the second year.

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory /Elective
SISSSCO001	Conduct sport coaching sessions with foundation level participants	Work Performance 01	50	C
SISXRES002	Educate user groups	Portfolio 07	25	E
SISXCA1006	Facilitate groups	Product 05	25	E
BSBWHS303	Participate in WHS hazard identification, risk assessment and risk control	Portfolio 07	50	C
SISXCAI004	Plan and conduct programs	Product 05	35	C
SISOSRF201A	Demonstrate surf survival and self-rescue skills		15	E
SISOSRF202A	Demonstrate basic surfing manoeuvres in controlled conditions		15	E
SISOSKB201A	Demonstrate snowboarding skills on beginner terrain (OR)		30	E
SISOSKI201A	Demonstrate alpine skiing skills downhill on beginner terrain		30	E

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Sport and Recreation Diploma of Sport and Recreation Management Diploma of Outdoor Recreation 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Sports and Recreation Officer Fitness Instructor 	<ul style="list-style-type: none"> Recreation Officer Sporting Coach



service

sport and recreation

Course Code & Name:		SIS30115 Certificate III in Sport and Recreation NB: Delivered over 2 years
Course Aims:		The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the sport and recreation or related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.
Course Delivery	Location and Times:	Year 1: NA in 2022 Year 2: Aquinas College, Great Ryrie Street, Ringwood Wednesday 1:30pm-5:30pm
	Mode of Delivery:	Classroom & Gym based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Sport and Recreation must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Sport and Recreation, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIS30115 Certificate III in Sport and Recreation Units 1-4

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	IVET RTO: 40548
	RTO Student Information:	Please refer to www.aiet.edu.au and www.mullumvetcluster.com.au for your rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students need to bring their college's PE uniform to participate in practical sessions. Excursions to Recreation Facilities are covered in course fees.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	200 hours of work placement over 2 years (approx. 1 hour a week at club level) will be part of the program, this will be achieved in partnership with clinics run at the local Primary schools. (Cert II recommends 80 hours) Not required but is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Core / Elective
NA in 2022			

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Core / Elective
BSBWHS303	Participate in WHS hazard identification, risk assessment and risk control		50	C
SISSSCO001	Conduct sport coaching sessions with foundation level participants		50	C
SISXCAIO04	Plan and conduct programs		35	C
SISXCAIO06	Facilitate groups		25	C
SISXRESO02	Educate user groups		25	C
Year 2 Subtotal			185	
Total over 2 Years			431	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Sport and Recreation Certificate IV in Sport and Recreation Diploma in Sport and Recreation 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Exercise Science Human Movement Nutrition 	<ul style="list-style-type: none"> Physical Education Teaching Physiotherapy Sports Medicine



sport and recreation

(personal fitness industry focus)

Course Code & Name:		SIS30115 Certificate III in Sport and Recreation (Personal fitness Industry focus)
Course Aims:		NB: Delivered over 2 years The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the Sport, Recreation, Fitness and Personal Training related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.
Course Delivery	Location and Times:	Year 1: Scoresby Secondary College, Cavell Street, Scoresby Wednesday 1:30pm-5:00pm Year 2: Scoresby Secondary College, Cavell Street, Scoresby Wednesday 1:30pm-5:00pm
	Mode of Delivery:	Classroom face to face delivery.
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	Student will be eligible for up to 4 units of credit, 2 units at the 1&2 level and a Units 3 + 4 sequence. ATAR: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Sport and Recreation must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Sport and Recreation, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIS30115 - Certificate III in Sport and Recreation

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	iVET RTO: 40548
	RTO Student Information:	Please refer to the Mullum Cluster Website www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	Students need to bring their college's PE uniform to participate in practical sessions. Excursions to Recreation Facilities are covered in course fees.
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	NA

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
HLTWHS001	Participate in workplace health and safety	20	C
BSBWOR301	Organize personal work priorities and development	30	C
HLTAID003	Provide first aid	18	C
ICTWEB201	Use social media tools for collaboration and engagement	20	C
SISXCCS001	Provide quality service	25	C
SISXEM001	Respond to emergency situations	18	C
SISXCA1003	Conduct non-instructional sport, fitness or recreation sessions	20	C
SISXIND006	Conduct sport, fitness or recreation events	10	C
BSBWOR204	Use business technology	20	E
BSBINM301	Organise workplace information	30	C
Total nominal hours		212	

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
SISSSCO001	Conduct sport coaching sessions with foundation level participants	TBA	50	C
BSBWHS303	Participate in WHS hazard identification, risk assessment and risk control	TBA	50	C
SISXCA1006	Facilitate Groups	TBA	25	C
SISXCA1004	Plan and Conduct Programs	TBA	35	C
SISXRES002	Educate User Groups	TBA	25	C
Total nominal hours			195	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
	Pathways:	<ul style="list-style-type: none"> Certificate IV in Sport and Recreation Diploma in Sport and Recreation Diploma in Sport/ Leadership and Management 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Exercise Science Human Movement Nutrition 	<ul style="list-style-type: none"> Physical Education Teaching Physiotherapy Sports Medicine



sport and recreation

Course Code & Name:		SIS30115 Certificate III in Sport and Recreation NB: Delivered over 2 years
Course Aims:		The VCE VET Sport and Recreation program aims to provide participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the sport and recreation or related industries. It also aims to enable participants to gain a recognised credential and to make a more informed choice of vocation or career path.
Course Delivery	Location and Times:	Year 1: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras Wednesday 9:00am-2:00pm (including 40-minute lunch break) Year 2: Sherbrooke Community School, 311 Mount Dandenong Tourist Road, Sassafras Wednesday 9:00am-2:00pm (including 40-minute lunch break)
	Mode of Delivery:	Classroom based
	Duration:	2 years' part time

On successful completion of this program the student will achieve:

Credit towards VCE/VCAL	VCE:	VCE: Students will be eligible for up to four units, two units at the 1&2 level and two at Units 3&4. ATAR Contribution: Students wishing to receive an ATAR contribution for the Units 3&4 sequence of Program 2: Certificate III in Sport and Recreation must undertake scored assessment for the purpose of achieving a study score. This study score can contribute directly to the ATAR, either as one of the student's best four studies (the primary four) or as a fifth or sixth study. Note: Where a student elects not to receive a study score for VCE VET Sport and Recreation, no contribution to the ATAR will be available.
	VCAL:	This program contributes to the Industry Specific Skills Strand of VCAL and may also contribute to the Work Related Skills Strand of VCAL.
	Qualification:	A nationally recognised qualification: SIS30115 - Certificate III in Sport and Recreation

Additional Requirements/ Information:	Name of RTO & Provider of Qualification:	IVET RTO No. 40548
	RTO Student Information:	Please refer to http://www.ivetinstitute.com.au and www.mullumvetcluster.com.au for student rights and responsibilities whilst on campus.
	OHS / Personal Protective Equipment:	N/A
	Excursions:	Students may be required to attend a planned Excursion.
	Work Placement:	Not required but is recommended.
	Other:	Please note this course is subject to change.

Units of Competency:

Year 1: Competencies covered in the first year:

Unit Code	Unit Name	Nominal Hours	Compulsory / Elective
BSBWOR301	Organise personal work priorities and development	30	C
HLTAID003	Provide first aid	18	C
ICAWEB201A	Use social media tools for collaboration and management	20	C
SISXCCS001	Provide quality service	25	C
SISXEMR201	Respond to emergency situations	18	C
HLTWHS001	Participate in workplace health and safety	20	C
SISXCAI003	Conduct non-instructional sport, fitness and recreation sessions	20	C
SISXIND006	Conduct sport fitness or recreation events	55	C
SISSSO101	Develop and update officiating knowledge	15	C

Year 2: Competencies covered in the second year:

Unit Code	Unit Name	Assessment Plan	Nominal Hours	Compulsory / Elective
SISSSCO001	Conduct sport coaching sessions with foundation level participants	TBA	50	C
BSBWHS303	Participate in WHS hazard identification, risk assessment and risk control	TBA	50	C
SISXCA1006	Facilitate Groups	TBA	25	C
SISXCA1004	Plan and Conduct Programs	TBA	35	C
SISXRES002	Educate User Groups	TBA	25	C
SISSSCO001	Conduct sport coaching sessions with foundation level participants	TBA	50	C
Total Hours			195	

FUTURE PATHWAYS & OPPORTUNITIES	Complementary studies:	<ul style="list-style-type: none"> Physical Education 	
	Pathways:	<ul style="list-style-type: none"> Certificate III in Sport and Recreation Certificate IV in Sport and Recreation Diploma in Sport and Recreation 	
	Possible Future Career Opportunities:	<ul style="list-style-type: none"> Exercise Science Human Movement Nutrition 	<ul style="list-style-type: none"> Physical Education Teaching Physiotherapy Sports Medicine



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