

# Vocational Education and Training

## VET delivered to secondary students

### Program Handbook 2016

**Information on VET programs offered to secondary school students in the Northern Territory**

PLEASE NOTE

*The inclusion of a program in this handbook does not necessarily mean that the program has been approved for funding.*

*If SA hours are not listed, we recommend that you look on the Training.gov.au website <http://training.gov.au>. If you still require assistance, then contact NT Certification at [ntcertification.det@nt.gov.au](mailto:ntcertification.det@nt.gov.au).*

2016

(as at January 2016)

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## Preparing Secondary Students For Work

Supporting vocational learning and vocational education and training (VET) in secondary school is critical to ensuring students are equipped with the skills that meet the needs of our future workforce.

Schools have always prepared students for work, but bringing schools and employers together through quality vocational learning and VET programs can help school graduates meet the higher demands of the workplace and a globally competitive environment.

### **VET delivered to secondary students**

Vocational education and training (VET) provides students with the opportunity to acquire workplace skills and knowledge through nationally recognised qualifications from industry-developed training packages or accredited courses while still at school.

Once a student is assessed as competent against the nationally agreed standards required to perform effectively in the workplace they are awarded a full or partial VET qualification issued by a Registered Training Organisation (RTO).

It's important to note the VET delivered to secondary students is nationally recognised, is the same as VET delivered in non-school settings, and held to same quality standards.

### **Assessment of VET programs**

Students must achieve **all** elements of a competency and **all** parts of the performance criteria of the elements in a module/competency to be deemed 'competent'. If this is not achieved a result of 'not yet competent' is recorded and no Statement of Attainment or Certificate is issued. Only competencies that have a received a result of 'competent' and contribute to a qualification of a minimum of 35 nominal hours will count towards credits within the NTCET. Only two Certificate I qualifications will be recognised towards an NTCET.

### **Structured Work Placements/On-the-Job Training**

Students should be strongly encouraged to participate in Structured Work Placements (SWP). SWP is training that takes place in a structured way, on-the-job, so that students learn practical industry skills and competencies that count towards qualifications. Students complete 'hands on' tasks related to their studies during training in their chosen field. Students should be assessed as 'work ready' by their trainer prior to going on SWP.

### **NTCET Credit**

For every 70 nominal hours of VETiS completed, 10 credits will be recognised towards the NTCET. All competencies/modules are assigned NTCET Stage 1 or Stage 2 and can contribute to some of the compulsory components of the NTCET pattern.

**If you have any questions in regard to VETiS and NTCET credit, contact the Manager 10-12 Curriculum and Assessment [ntcertification.det@nt.gov.au](mailto:ntcertification.det@nt.gov.au)**

*Types of workplace learning*

<b>Type</b>	<b>Description</b>
<b>Work Experience</b>	<p>Usually one or two week block placement                      Not paid                      Support from teachers and career advisors in schools                      Observation of different aspects of work within the industry and may assist with tasks allocated by their supervisor                      Not nationally accredited training</p>
<b>Structured Work Placement</b>	<p>Set by Training Package                      Not paid                      Support from Industry Engagement Officers (IEOs) and/or trainers from the Registered Training Organisations (RTOs)                      Opportunity to practice skills acquired during training in an industry setting                      Enhances nationally accredited courses</p>
<b>School Based apprenticeships and Traineeships (SBATs)</b>	<p>Individually negotiated, although generally one to three days per week with the employer/RTO and the remainder of time at school undertaking other NTCET subjects                      Paid as per National Training Wage or Certified Agreement                      Support from the Australian Apprenticeships Centre, RTOs and Group Training organisations if applicable                      Trained by RTOs of the employer's choice and can be trained to suit the needs of the employer's business                      Nationally accredited training</p>

## The Northern Territory Certificate of Education and Training (NTCET)

Students who successfully complete their senior secondary education are awarded the Northern Territory Certificate of Education and Training (NTCET). The NTCET is a nationally recognised qualification that paves the way for young people to move from school to work or further training and study.

### How do students gain the NTCET?

To gain the NTCET, students usually complete two years of full-time study.

There are two stages:

- Stage 1, which most students do in Year 11, apart from the Personal Learning Plan, which most students complete in Year 10.
- Stage 2, which most students complete in Year 12.

Each subject or course successfully completed earns 'credits' towards the NTCET, with a minimum of 200 credits required for students to gain the certificate.

Students will receive a grade – from A to E – for each Stage 1 subject and from A+ to E- for each Stage 2 subject.

For compulsory subjects, students will need to achieve a C grade or better.

The compulsory subjects are:

- Personal Learning Plan (10 credits at Stage 1)
- Literacy – at least 20 credits from a range of English subjects or courses
- Numeracy – at least 10 credits from a range of mathematics subjects or courses
- Other Stage 2 subjects totalling at least 60 credits or VETiS which is recognised at Stage 2 level.
- The remaining 100 credits can be gained through additional Stage 1 or Stage 2 subjects or Board-recognised courses, which includes VETiS, of which 40 credits must be at a C grade or better.

### Stage 1 and 2

All VETiS qualifications or units of competency that make up a qualification, in the Australian Qualifications Framework (AQF) can contribute to the completion requirements of the NTCET.

The SACE Board determines the stage at which qualifications will be granted recognition in the NTCET. For details of how specific VET qualifications can earn NTCET credits at Stage 1 and/or Stage 2, refer to the <http://www.sace.sa.edu.au/web/vet>

Students can use a maximum of two qualifications at Certificate I level to gain credits towards the completion of the NTCET. There is no limit to the number of qualifications at Certificate II level or higher that students can use to gain credits towards the completion of the NTCET.

## NTCET = 200 credits

- Students must achieve an A, B or C for all the compulsory subjects.
- Students must achieve an A, B or C in 140 credits.

Stage 1 (Compulsory)	Stage 1 or 2 (Electives)			
Personal Learning Plan 10 credits	10	10	10	10
Literacy from a range of English subjects 20 credits	10	10	10	
	Subjects and courses from a wide range of options 100 credits		Subjects and courses from a wide range of options 60 credits	
10	10	10	10	10
Numeracy from a range of Maths subjects 10 credits	10	10	10	10
			Stage 2 (Compulsory)	

## Recognition Arrangements of VET for the NTCET

These are the recognition arrangements for 2016

70 nominal hours of successfully completed VETiS earns 10 credits of NTCET at Stage 1 or Stage 2 level. <http://www.sace.sa.edu.au/web/vet>

The recognition arrangements for VET in the NTCET will enable students to include more vocational education and training (VET) in their NTCET studies. Students can gain recognition for up to 160 NTCET credits at Stage 1 and/or Stage 2 for successfully completed VET.

The SACE Board allows for 190 VET based credits but students must also fulfil the literacy and numeracy requirements of the NTCET. Currently there are no qualifications identified to meet these requirements.

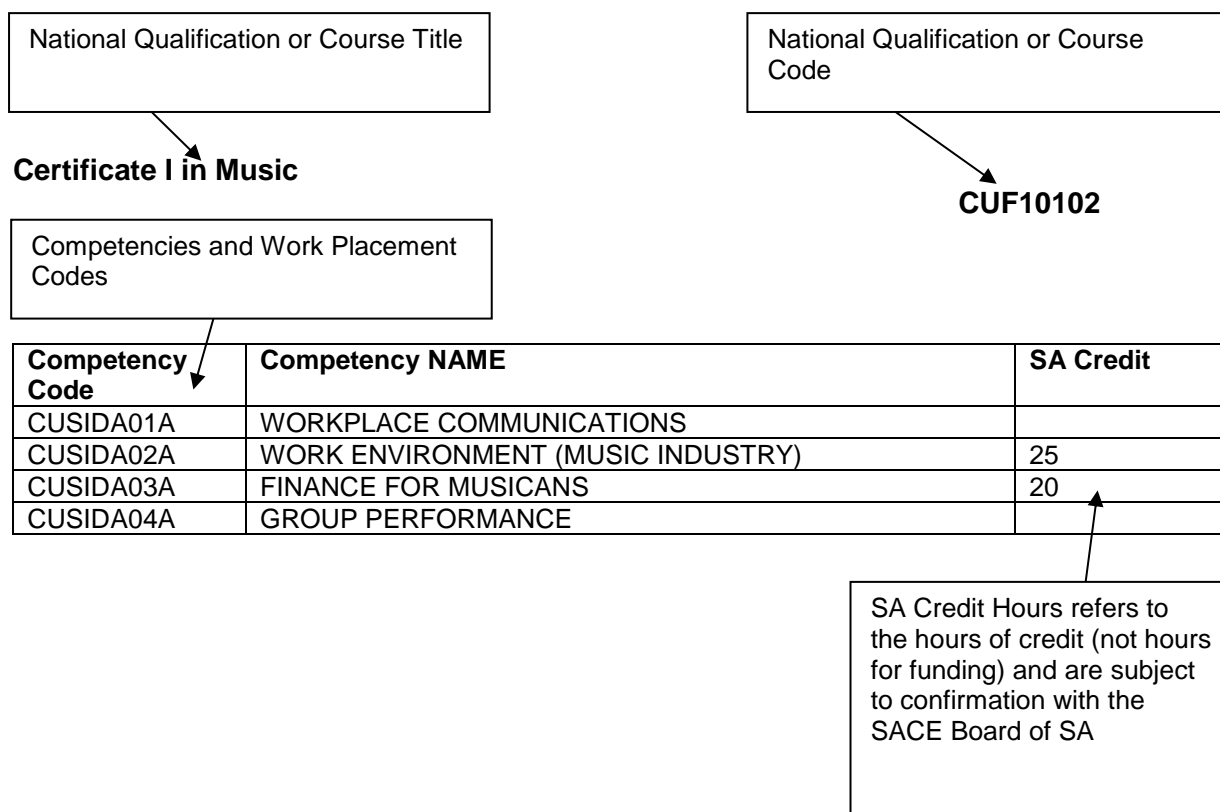
## Purpose of the VET Recognition Register

The VET Recognition Register is a key tool in the recognition arrangements for VET in the NTCET.

The VET Recognition Register is a list posted on the SACE Board website so that schools and the public:

- can identify whether the NTCET credits granted for completed VET will be recognised towards Stage 1 or Stage 2 of the NTCET
- can get an indication of how many NTCET credits may be granted for the completion of a particular VET qualification.

Explanation of the Program Detail Pages



**Please Note: Changes to qualifications on VET Recognition Register effective from 2014**

Qualification	Code	SACE Stage	Credits	
			Min	Max
Certificate III in Retail Operations	WRR30203	1	45	65
Certificate III in Retail Supervision	WRR30102	1 and 2	45	55

## Who to contact?

Subject	Contact	Phone Number/email
VET general enquiries and funding	Project Officer VET in Schools	Ph: 894 49350 Fax: 899 4399 Email: <a href="mailto:wendy.friend@nt.gov.au">wendy.friend@nt.gov.au</a>
VET credits	John Harris Manager 10-12 Curriculum and Assessment	Ph: 894 49261 <a href="mailto:ntcertification.det@nt.gov.au">ntcertification.det@nt.gov.au</a>
<b>SAMS</b>	<b>Helpdesk</b>	<b>1800 446 961</b>
School Based Apprenticeships and Traineeships	Director Training	Ph: 894 49275 Fax: 899 94399 Email: <a href="mailto:tim.nicol@nt.gov.au">tim.nicol@nt.gov.au</a>

## Training Advisory Council Contact Details

<p><b>Human Services Training Advisory Council Inc (HSTAC)</b> Ms Judith McKay, Executive Officer Ph: (08) 8981 2550 Email: <a href="mailto:judith.mckay@hstac.com.au">judith.mckay@hstac.com.au</a></p> <p><b>Major Industries Training Advisory Council Ltd (MITAC)</b> Mr Archie Wright, Executive Officer Ph (08) 8981 0077 Email: <a href="mailto:archie@mitac.org.au">archie@mitac.org.au</a></p> <p><b>Cultural, Hospitality, Arts, Recreation, Tourism, Textiles, Entertainment and Sports Training Advisory Council Inc</b> Ms Yvonne Webb, Executive Officer Ph: (08) 8941 1956 Email: <a href="mailto:eo@charttes.com.au">eo@charttes.com.au</a></p>	<p><b>Transport, Engineering, Automotive Training Advisory Council (NT) Inc (TEATAC)</b> Mr. Terry Lawler, CEO Ph: (08) 8941 8840, mobile 0437418841 Email: <a href="mailto:teatacnt@bigpond.net.au">teatacnt@bigpond.net.au</a></p> <p><b>Primary Industries Training Advisory Council Inc (PITAC)</b> Mrs Vicki Aurich Ph: (08) 8981 0055 Email: <a href="mailto:primaryitacnt@bigpond.com">primaryitacnt@bigpond.com</a></p> <p><b>Service Industry Training Advisory Council (SITAC)</b> Ms Melanie Brenton, Executive Director Ph: (08) 8942 1651 Email: <a href="mailto:admin@sitac.com.au">admin@sitac.com.au</a></p>
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## Part Two – List of Registered Training Organisations

RTO NAME	CONTACT NAME	EMAIL	PHONE
Australian Maritime and Fisheries Academy	Bob Miller	<a href="mailto:bmiller@afe.edu.au">bmiller@afe.edu.au</a>	08 8303 2779
Batchelor Institute of Indigenous Tertiary Education (BIITE)	Stephen Comeagain	<a href="mailto:stephen.comeagain@batchelor.edu.au">stephen.comeagain@batchelor.edu.au</a>	08 8939 7100
Charles Darwin University	Lyle Mellors	<a href="mailto:lyle.mellors@cdu.edu.au">lyle.mellors@cdu.edu.au</a>	08 8959 5291
CARDHS	Raelene Beale	<a href="mailto:gm@cardhs.org.au">gm@cardhs.org.au</a>	08 8893 5500
Department of Education	Tim Nicol	<a href="mailto:tim.nicol@nt.gov.au">tim.nicol@nt.gov.au</a>	08 8944 9275
Fox Education and Consultancy	Ms Jo Fox	<a href="mailto:jo@foxedu.com.au">jo@foxedu.com.au</a>	08 8927 5995
Housing Industry Association Ltd	Kim Hawkins	<a href="mailto:k.hawkins@hia.com.au">k.hawkins@hia.com.au</a>	08 9492 9200
Industries Services Training	Anna Karaolias	<a href="mailto:anna.karaolias@isaaustralia.com.au">anna.karaolias@isaaustralia.com.au</a>	08 8942 9309
Karen Sheldon Catering	Karen Sheldon	<a href="mailto:karenseldon@bigpond.com.au">karenseldon@bigpond.com.au</a>	08 8945 6048
Nhulunbuy High School	Marlene Organ	<a href="mailto:marlene.organ@nt.schools.net">marlene.organ@nt.schools.net</a>	08 8987 0844
Taminmin College	Robyn Morrison	<a href="mailto:robyn.morrison@ntschoos.net">robyn.morrison@ntschoos.net</a>	08 8988 074
Transforming Training	Cos Russo	<a href="mailto:cos.russo@ntcsa.nt.edu.au">cos.russo@ntcsa.nt.edu.au</a>	08 8920 4355

### VET Programs Currently Available

The following pages outline the VET Programs available in the Northern Territory. Some of these programs are offered through cluster arrangements. Clusters are formed when a number of schools work together for the purpose of sharing the services of a Registered Training Organisation (RTO), Industry Engagement Officer (IEO) and/or training resources. This enables students to access a greater variety of VET programs.

Other programs featured in this booklet are offered only within certain schools. Should you be interested in finding out more information about any VET program please contact the RTO associated with the program.

## **Part Three – List of qualification deliveries by Registered Training Organisations**

### **Batchelor Institute of Indigenous Tertiary Education**

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For information regarding courses for 2016 please contact Batchelor Institute of Indigenous Tertiary Education (BIITE) on (08) 8939 7111 or email [enquiries@batchelor.edu.au](mailto:enquiries@batchelor.edu.au)

## Department of Education RTO

<b>BSB30115 - Certificate III in Business</b>			
Full Certificate	Yes	Total nominal hours	365
Program Delivery	80 weeks / 2 years	Is a second program to be offered in Semester 2	No
Training Delivery	Theory / Practical		
School or Cluster	Cluster		
Location	Palmerston Senior College, NTPFES (Peter McAulay Centre)		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBWHS302	Apply knowledge of WHS legislation in the workplace	20
BSBITU302	Create electronic presentations	20
BSBFLM312	Contribute to team effectiveness	40
BSBCUS301	Deliver and monitor a service to customers	35
BSBWRT301	Write simple documents	30
BSBFLM303	Contribute to effective workplace relationships	40
BSBWOR301	Organise personal work priorities and development	30
BSBINN301	Remote innovation in a team environment	40
BSBADM405	Organise meetings	20
BSBCMM402	Implement effective communication strategies	40
BSBWOR202	Organise and complete daily work activities	20
	<b>TOTAL</b>	<b>335</b>

<b>SIH20111 - Certificate II in Hairdressing</b>			
<b>Funding Source 11H students 10 x 355 = 5325</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Program Name	Certificate II in Hairdressing		
Full Certificate	Yes	Total nominal hours	355
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 - 12		
Location	CDU Alice Springs		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBSUS201A	Participate in environmentally sustainable work practices	20
SIHHBAS201A	Perform shampoo and basin services	40
SIHHCCS201A	Greet and prepare clients for salon services	10
SIHHHDS201A	Dry hair to shape	40
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHOHS201A	Apply salon safety procedures	20
SIRXCOM001A	Communicate in the workplace	40
SIRXIND001A	Work effectively in a retail environment	45
SIHHBAS202A	Perform head, neck and shoulder massage	20
SIHHCLS201A	Apply hair colour products	30
SIHHIND202A	Develop hairdressing industry knowledge	15
SIHHHDS202A	Apply hair braiding techniques	30
SIRXRPK002A	Recommend hair, beauty and cosmetic products and services	25
	<b>TOTAL HOURS</b>	<b>355</b>

<b>SIB20210 - Certificate II in Nail Technology (Part 1)</b>			
<b>Funding Source 11H Students 10 x 190 = 1900</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	No (2 years)	Total nominal hours	190 (part 1)
Program Duration	Year (part 1)	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
SIBBNLS201A	Work in a nail services framework	15
SIBBNLS202A	Provide manicure and pedicure services	30
SIBBNLS204A	Apply acrylic nail enhancement	35
SIBBNLS205A	Apply nail art	15
SIBXCCS201A	Conduct financial transactions	10
SIBXCCS202A	Provide service to clients	15
SIRXCCLM001A	Organise and maintain work areas	20
SIRXCOM001A	Communicate in the workplace	40
SIRXOHS001A	Apply safe working practices	20
	<b>TOTAL HOURS</b>	<b>190</b>

Please note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 - still waiting final approvals

<b>MTM10211 - Certificate I in Meat Processing (Meat Retailing) (Part 1 and 2)</b>			
<b>Funding Source 11H students 10 x 355 = 3550</b>			
CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Full Certificate	No (2 parts)	Total nominal hours	355 (parts 1 and 2)
Program Duration	2 Years	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 - 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
MTMCOR202A	Apply hygiene and sanitation practices	40
MTMCOR204A	Follow safe work policies and procedures	40
MTMCOR201A	Maintain personal equipment	20
MTMPSR203A	Sharpen knives	40
MTMR102C	Trim meat for further processing	10
MTMR104C	Prep minced meat and minced meat products	15
CPPCLO3038A	Clean food-handling areas	20
	<b>TOTAL HOURS (PART 1)</b>	<b>185</b>

**(Part 2)**

MTMCOR205A	Communicate in the workplace	40
MTMCOR206A	Overview the meat industry	20
FDPOP2061A	Use numerical applications in the workplace	30
MTMR101C	Identify species and meat cuts	15
MTMR103C	Store meat product	10
MTMR106C	Provide service to customers	15
MTMR210B	Make and sell sausages	20

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MTMR109B	Monitor meat temperature from receipt and sale	10
MTMR203C	Select, weigh and package meat for sale	10
	<b>TOTAL HOURS (PART 2)</b>	<b>170</b>

### SIT10213 - Certificate I in Hospitality (Cooking Units)

**Funding Source 11H students 10 x 112 = 1120**

CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Full Certificate	Yes	Total nominal hours	112
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXFSA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in safe work practices	12
SITHCCC101	Use food preparation equipment	25
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

### SIT 20312 - Certificate II in Kitchen Operations (Part 1 and 2)

**Funding Source 11H students 20 x 395 = 7900**

CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Full Certificate	No (part 1 and 2)	Total nominal hours	395
Program Duration	2 Years	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITHCCC101	Use food preparation equipment	25
SITHCCC201	Produce dishes using basic methods of cookery	45
SITHCCC207	Use cookery skills effectively	50
SITHKOP101	Clean kitchen premises and equipment	13
SITXFSA101	Use hygienic practices for food safety	15

**Continued on next page**

SITXINV202	Maintain the quality of perishable items	10
SITXWHS101	Participate in safe work practices	12
	<b>TOTAL HOURS for Part 1</b>	<b>185</b>

**(Part 2)**

SITHCCC202	Produce appetisers and salads	25
SITHCCC102	Prepare simple dishes	25
SITHCCC203	Produce stocks, sauces and soups	35
SITHCCC301	Produce poultry dishes (unnamed)	25
SITHPAT306	Produce desserts	100
	<b>TOTAL HOURS for Part 2</b>	<b>210</b>

### SIT20213 - Certificate II in Hospitality

**Funding Source 11H students 65 x 267 = 17355**

CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Full Certificate	Yes	Total nominal hours	267
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 - 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITHIND201	Source and use information on the hospitality industry	25
SITHIND202	Use hospitality skills effectively	0
SITXCCS202	Interact with customers	20
SITXCOM201	Show social and cultural sensitivity	20
SITXWHS101	Participate in safe work practices	12
	<b>TOTAL NOMINAL HOURS FOR CORE UNITS</b>	<b>92</b>

#### ELECTIVE UNITS OF COMPETENCY

SITXFSA101	Use hygienic practices for food safety ( <i>Group A compulsory</i> )	15
SITHFAB101	Clean and tidy bar areas	15
SITHFAB201	Provide responsible service of alcohol	10
SITHFAB202	Operate a bar*	35
SITHFAB206	Serve food and beverages*	80
SITHFAB303	Prepare and serve cocktails ( <i>unnamed</i> )	20
	<b>TOTAL HOURS FOR ELECTIVE UNITS</b>	<b>175</b>
	<b>TOTAL NOMINAL HOURS FOR THE QUALIFICATION</b>	<b>267</b>

\* Prerequisite SITXFSA101 Use hygienic practices for food safety

\* Prerequisite SITHFAB201 Provide responsible service of alcohol

### SIT30713 - Certificate III in Hospitality

Funding Source 11H students 10 X 307 = 3070

Prerequisite = students must have completed Certificate II

CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Program Name	Certificate III in Hospitality		
Full Certificate	Yes	Total nominal hours	307
Program Duration	Year	Is a second program to be offered in semester 2	No
School or Cluster	Alice Springs Schools – years 10 – 12		
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITHIND201	Source and use information on the hospitality industry	25
SITHIND301	Work effectively in hospitality service	0
SITXCCS303	Provide service to customer	25
SITXCOM201	Show social and cultural sensitivity	20
SITXHRM301	Coach others in job skills	20
SITXWHS101	Participate in safe work practices	12
	<b>TOTAL HOURS</b>	<b>117</b>

#### ELECTIVE UNITS OF COMPETENCY (8 electives)

SITXFSA101	Use hygienic practices for food safety ( <i>Group A compulsory</i> )	15
SITHFAB201	Provide responsible service of alcohol	10
SITHFAB101	Clean and tidy bar areas	15
SITHFAB202	Operate a bar	35
SITHFAB303	Prepare and serve cocktails	20
SITHCCC102#	Prepare simple dishes	25
SITHCCC201#	Produce dishes using basic methods of cookery	45
SITHCCC202#	Produce appetisers and salads	25
	Total nominal hours for elective units	<b>190</b>
	<b>TOTAL HOURS</b>	<b>307</b>

### SKILL SETS from SIT30713 and SIT20213 Café Attendant

CDU VET Delivery Team	Tourism and Hospitality (Central) #327		
Program Name	Skill Set		
Full Certificate	No	Total nominal hours	92
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities.		
School or Cluster	Centralian Middle School, Yirara College, OLSH, St Philips and Araluen		



Location	CDU Alice Springs
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CODE	UNIT NAME	Nominal Hours
SITXWHS101	Participate in safe work practices	12
SITXFSA101	Use hygienic practices for food safety	15
SITHFAB204	Prepare and serve espresso coffee	30
SITHCCC102	Prepare simple dishes	25
SITHCCC103	Prepare sandwiches	10
	<b>TOTAL HOURS</b>	<b>92</b>

### SIR10112 - Certificate I in Retail Services

**Funding Source 11H students 10 x 145 = 1450**

**Prerequisite = Nil -This program is aimed at Students who do not yet have a part time job**

CDU VET Delivery Team	Business (Central) #324		
Full Certificate	Yes	Total nominal hours	145
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through simulated workplace in block release mode and will incorporate hands on practical activities		
School or Cluster	Alice Springs Schools – years 10 - 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
SIRXCLM101	Organise and maintain work areas	20
SIRXCOM101	Communicate in the workplace to support team and customers	40
SIRXICT101A	Operate retail technology	20
SIRXIND101	Work effectively in a customer service environment	45
SIRXWHS101	Apply safe work practices	20
	<b>TOTAL HOURS</b>	<b>145</b>

### SIR20212 – Certificate II in Retail Operations

**Funding Source 11H students 10 x 385 = 3850**

**Prerequisite = This program is aimed at Students who have a part time job**

CDU VET Delivery Team	Business (Central) #324		
Full Certificate	Yes	Total nominal hours	385
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in either day release or block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
SIRXICT001A	Operate retail technology	20
SIRCOM101	Communicate in the workplace to support team and customer	40
SIRXCCS201	Apply point of sale handling procedures	20
SIRXCCS202	Interact with customers	30
SIRXIND101	Work effectively in a customer service environment	45
SIRXINV001A	Perform stock control procedures	35
SIRXCLM101	Organise and Maintain Work Areas	20
SIRXWHS101	Apply safe work practices	20
SIRXRSK201	Minimise loss	20
SIRXSL201	Sell products and services	20
SIRXSL002A	Advise on products and services	30
SIRXMER201	Merchandise products	30
SIRXIND102	Plan a career in the Retail Industry	20
SIRXMER202	Plan, create and maintain displays	35
	<b>TOTAL HOURS</b>	<b>385</b>

### SIR30212 - Certificate III in Retail Operations

**Funding Source 11H students 10 x 220 = 2200**

**Prerequisite = Students must have completed Certificate II and have a part time job**

CDU VET Delivery Team	Business (Central) #324		
Full Certificate	Yes (with Cert II)	Total nominal hours	220
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through flexi-mode or Simulated Workplace in either day release or block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools years 11 - 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
SIRXSL303	Build relationships with customers	35
SIRXWHS302	Maintain store safety	35
SIRRRPK214	Recommend specialised products and services	35
SIRXINV002A	Maintain and order stock	35
SIRSMER303	Coordinate merchandise presentation	35
SIRXMER304	Present products	45
	<b>TOTAL HOURS</b>	<b>220</b>

**BSB20115 - Certificate II in Business****Funding Source 11H students 10 x 325 = 3250**

Full Certificate	Yes	Total nominal hours	325
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 2 day per week release mode supplemented with additional attendance requirements and will incorporate hands on practical activities.		
School or Cluster	Centralian Senior College + - years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBIND201	Work effectively in a business environment	30
BSBCMM201	Communicate in the workplace	40
BSBITU201	Produce simple word processed documents	60
BSBITU202	Create and use spreadsheets	30
BSBITU203	Communicate electronically	20
BSBSUS201	Participate in environmentally sustainable work practices	20
BSBWOR202	Organise and complete daily work activities	20
BSBWOR203	Work effectively with others	15
BSBWOR204	Use business technology	20
BSBITU303	Create electronic presentations	20
BSBWRT301	Write simple documents	30
	<b>TOTAL HOURS</b>	<b>325</b>

**Middle School – Skill Sets****SKILL SET from SIR10112 – Customer Service Attendant**

Full Certificate	No Skill Set	Total nominal hours	45
Program Duration	1 Term	1 program to be offered in each of the 4 terms	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities.		
School or Cluster	Centralian Middle School, Yirara College, OLSH, St Philip's and Araluen		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
SIRXIND101	Work Effectively in a customer service environment	45
	<b>TOTAL HOURS</b>	<b>45</b>

### SKILL SET from BSB10115 - Business Assistant

Full Certificate	No Skill Set	Total nominal hours	50
Program Duration	1 Term	1 program to be offered in each of the 4 terms	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities.		
School or Cluster	Centralian Middle School, Yirara College, OLSH, St Philip's and Araluen		
Location	CDU Alice Springs		
<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>	
BSBWOR204	Use business technology	20	
BSBIND201	Work effectively in a business environment	30	
	<b>TOTAL HOURS</b>	<b>50</b>	

### ICA20111 - Certificate II in Information, Digital Media and Technology (Parts 1 and 2)

**Funding Source 11H students 10 x 440 = 4400**

Full Certificate	Yes	Total nominal hours	440
Program Duration	Year(2 year whole certificate)	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 2 day per week release mode supplemented with additional attendance requirements and will incorporate hands on practical activities. <b>OR</b> This program can be offered as a separate (1) year program delivered after hours, one night a week for whole of year		
School or Cluster	Alice Springs Schools years 10 – 12		
Location	CDU Alice Springs		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBOHS201A	Participate in OHS	20
BSBSUS201A	Participate in environmentally sustainable work practices	20
ICAICT201A	Use computer operating systems and hardware	60
ICAICT202A	Work and communicate effectively in an IT environment	40
ICAICT203A	Operate application software packages	60
ICAICT204A	Operate a digital media technology package	40
ICAWEB201A	Use social media tools for collaboration and engagement	20
CUFDIG303A	Produce and prepare photo images	20
ICAICT205A	Design basic organisational documents using computing packages	40
ICAICT206A	Install software applications	20
ICASAS206A	Detect and protect from spam and destructive software	10
ICASAS203A	Connect hardware peripherals	20
ICPMM321C	Capture a digital image	40
ICASAS209A	Connect and use a home based local wireless network	30
	<b>TOTAL HOURS</b>	<b>440</b>

Please note: Changes may occur to these units and hours due to the scheidung implementation of a new National Training Package in 2016 still waiting final approval

<b>ICA30111 – Certificate III in Information, Digital, Media and Technology</b>			
<b>Funding Source 11H students 10 x 550 = 5500</b>			
<b>This program is not open to year 9 and 10 students</b>			
CDU VET Delivery Team	IT and Library Services #322		
Full Certificate	Yes	Total nominal hours	550
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program cannot be delivered in block mode. Program can only be offered in one (1) year format, two nights a week (attendance required both nights) for whole year.		
School or Cluster	Alice Springs Schools years 11 – 12		
Location	CDU Alice Springs Campus		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBWHS304A	Participate effectively in WHS communication and consultative processes	30
BSBSUS301A	Implement and monitor environmentally sustainable practices	40
ICAICT202A	Work and communicate effectively in an IT environment	40
ICAICT301A	Create user documentation	20
ICAICT302A	Install and optimise operating system software	20
ICASAS301A	Run standard diagnostic tests	20
ICANWK302A	Determine and action network problems	40
ICANWK305A	Install and manage network protocols	60
ICASAS307A	Install, configure and secure a small office/home office network	50
ICAICT303A	Connect internal hardware components	20
ICASAS303A	Care for computer hardware	20
ICASAS304A	Provide basic system administration	20
ICASAS305A	Provide IT advice to clients	40
ICASAS306A	Maintain equipment and software	20
ICAWEB302A	Build simple websites using commercial programs	40
ICAWEB303A	Produce digital images for the web	30
ICAPRG301A	Apply introductory programming techniques	40
	<b>TOTAL HOURS</b>	<b>550</b>

Please note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approvals

### FDF10111 Certificate I in Food Processing (Retail Bakery)

**Funding Source 11H students 10 x 250 = 2500**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326 – Owen Springs Juvenile Detention Centre School		
Full Certificate	Yes	Total nominal hours	250
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Centralian Senior College Owen Springs Juvenile Detention Centre School		
Location	Owen Springs		

CODE	UNIT NAME	Nominal Hours
FDFFS1001A	Follow work procedures to maintain food safety	20
FDFOHS1001A	Work safely	30
FDFOP1009A	Follow work procedures to maintain quality	20
FDFOP1010A	Communicate workplace information	20
MSAENV272B	Participate in environmentally sustainable work practices	30
FDFOP1004A	Prepare basic mixes	20
FDFOP1005A	Operate basic equipment	30
FDFRB1001A	Finish products	20
FDFRB2004A	Provide production assistance for bread products	60
	<b>TOTAL HOURS</b>	<b>250</b>

### SIS20313 – Certificate II in Sports and Recreation

**Funding Source 11H students 15 x 226 = 3390**

CDU VET Delivery Team	Tourism, Hospitality and Recreation #325		
Full Certificate	Yes	Total nominal hours	226
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	All Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
BSBWOR202A	Organise and complete daily work activities	20
HLTAID003	Provide first aid	18
SISXEMR201A	Respond to emergency situations	18
SISXIND211	Develop and update sport, fitness and recreation industry knowledge	30
SISXWHS101	Follow work health and safety policies	10
	<b>Total nominal hours for core units</b>	<b>96</b>

<b>ELECTIVE UNITS OF COMPETENCY (Select 6)</b>		
ICAICT203A	Operate application software packages	60
SISXCAI101A	Provide equipment for activities	10
SISXCAI102A	Assist in preparing and conducting sport and recreation sessions	15
SISXCCS201A	Provide customer service	15
SISXFAC207	Maintain sport, fitness and recreation equipment for activities	05
SISXIND101A	Work effectively in sport and recreation environments	25
	<b>Total nominal hours for elective units</b>	<b>130</b>
	<b>Total nominal hours for qualification</b>	<b>226</b>

<b>CUF20107 – Certificate II in Creative Industries (Media)</b>			
<b>Funding Source 11H students 10 x 225 = 2550</b>			
CDU VET Delivery Team	Creative Arts and Humanities – Alice Springs #001		
Full Certificate	Yes	Total nominal hours	255
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBCRT101A	Apply critical thinking techniques	20
CUFIND201A	Develop and apply creative arts industry knowledge	20
CISOHS301A	Follow occupational health and safety procedures	10
BSBWOR203A	Work effectively with others	15
CUFCAM201A	Assist with a basic camera shoot	30
CUFPOS201A	Perform basic vision and sound editing	40
BSBDES201A	Follow a design process	40
ICAU2006B	Operate computing packages	60
ICPMM296A	Create and test a CD-Rom/DVD	20
	<b>TOTAL HOURS</b>	<b>255</b>

*Please note: Changes may occur to these units due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*

<b>CUF30107 – Certificate III in Media</b>			
<b>Funding Source 11H students 10 x 360 = 3600</b>			
CDU VET Delivery Team	School of Creative Arts and Humanities (Central)		
Full Certificate	Yes	Total nominal hours	360
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		

School or Cluster	Alice Springs Schools years 10 - 12
Location	CDU Alice Springs

CODE	UNIT NAME	Nominal Hours
BSBCRT301A	Develop and extend critical and creative thinking skills	40
CUFIND301B	Work effectively in the screen and media industries	20
CUSOHS301A	Follow occupational health and safety procedures	20
CUSSOU201A	Assist with sound recordings	35
CUFCAM301A	Shoot material for screen productions	60
CUFDIG301A	Prepare video assets	30
<b>Continued on next page</b>		

CUFSOU301A	Prepare audio assets	30
CUFPOS201A	Perform basic vision and sound editing	40
CUFANM301A	Create 2D digital animations	35
CUFDIG303A	Produce and prepare photo images	20
CUFDIG302A	Author interactive sequences	40
	<b>TOTAL HOURS</b>	<b>370</b>

*Please note: Changes may occur to these units due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*

<b>AUR10112 - Certificate I in Automotive Vocational Preparation</b>			
<b>Funding Source 11H students 10 x 120 = 1200</b>			
CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	Yes	Total nominal hours	120
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Schools – years 10 – 12		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
AURAEA1001	Identify environmental requirements in an automotive workplace	25
AURASA1001	Apply automotive workplace safety fundamental	10
AURETR1003	Apply automotive electrical system fundamentals	10
AURLTA1001	Apply automotive mechanical system fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTA1002	Carry out workshop practice activities	10
AURTTA1003	Use and maintain basic measuring devices	15
AURTTE1003	Remove and tag engine system components	15
	<b>TOTAL HOURS</b>	<b>120</b>

*Please note: Changes may occur to these units due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*



## MEM20413 – Certificate II in Engineering Pathways (Parts 1 and 2)

**Funding Source 11H students 10 x 410 = 4100**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	Yes	Total nominal hours	410
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered in a Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEMPE005A	Develop a career plan for the engineering and manufacturing industry	20
MEMPE006A	Undertake a basic engineering project	80
MSAENV272B	Participate in environmentally sustainable work practices	30
	<b>Total nominal hours for core units</b>	<b>140</b>

<b>ELECTIVE UNITS OF COMPETENCE – Group A Electives</b>		
MEM16008A	Interact with computing technology	20
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operations	20
MEMPE001A	Use engineering workshop machines	60
MEMPE002A	Use electric welding machines	40
MEMPE003A	Use oxy-acetylene and soldering equipment	40
MEMPE004A	Use fabrication equipment	40
MSAPMSUP106A	Work in a team	30
	<b>Total nominal hours for elective units</b>	<b>270</b>
	<b>Total nominal hours for qualification</b>	<b>410</b>

## CPC20211 – Certificate II in Construction (Pathways)

**Funding Source 11H students 10 x 310 = 3100**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	Yes	Total nominal hours	310
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	All Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
CPCOHS1001A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communication	20
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM1015A	Carry out measurements and calculations	20
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble Components	32
<b>Continued on next page</b>		

CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>326</b>

## AUR20712 – Certificate II in Automotive Vocational Preparation delivered as 4 Skill Sets

**Funding Source 11H students 5 x 225 = 1125**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	Yes	Total nominal hours	225
Program Duration	Year	Is a second program to be offered in Semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in 4 x1 term Skill Set block release mode and will incorporate hands on practical activities		
School or Cluster	Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
<b>Skill Set 1</b>		

AURASA2002	Apply safe working practices in an automotive workplace	20
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTE1003	Remove and tag engine system components	15
<b>Skill Set 2</b>		
AURAF2003	Communicate effectively in an automotive workplace	20
AURETR1003	Apply automotive electrical system fundamentals	10
AURETR1001	Remove and tag automotive electrical system components	10
AURETR2015	Inspect and service batteries	10
<b>Skill Set 3</b>		
AURAF2004	Solve routine problems in an automotive workplace	20
AURTTE1003	Remove and tag engine system components	15
AURTTA1001	Remove and tag steering, suspension and brake system components	15
<b>Skill Set 4</b>		
AURAEA2002	Apply environmental and sustainability best practice in an automotive workplace	25
AURLTA1001	Apply automotive mechanical system fundamentals	15
AURTTA2004	Carry out servicing operations	20
	<b>TOTAL HOURS</b>	<b>215</b>

*Please note: Changes may occur to these units due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*

## CPC20211 – Certificate II in Construction (Pathways) (Part I) delivered as 4 Skill Sets

**Funding Source 11H students 5 x 192 = 960**

CDU VET Delivery Team	Trades Central #109		
Full Certificate	No (2 halves)	Total nominal hours	Part 1 (192)
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 4 x 1 term Skill Set block release mode and will incorporate hands on practical activities		
School or Cluster	Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
<b>Skill Set 1</b>		
CPCCOHS1001A	Work safely in the construction industry	06
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCCJN2001A	Assemble components	32
<b>Skill Set 2</b>		
CPCCCA2002A	Use carpentry tools and equipment (part 1)	48 (half)
<b>Skill Set 3</b>		
CPCCA2002A	Use carpentry tools and equipment (part 1)	48 (2 <sup>nd</sup> half)
<b>Skill Set 4</b>		
CPCCCM1015A	Carry out measurements and calculations	20
CPCCCM1014A	Conduct workplace communications	20
	<b>TOTAL HOURS FOR FIRST YEAR</b>	<b>194</b>
<b>PART 2 (SECOND YEAR)</b>		
<b>Skill Set 5</b>		
CPCCCM2006A	Apply basic levelling procedures	08
CPCCCM2001A	Read and interpret plans and specifications	36
<b>Skill Set 6</b>		
CPCCCM1013A	Plan and organise work	20
CPCCCA2011A	Handle carpentry materials	16
<b>Skill Set 7</b>		
CPCCCM1012A	Work effectively and sustainably in the construction industry	32
CPCCCJN2002B	Prepare for off-site manufacturing process	32
	<b>TOTAL HOURS FOR SECOND YEAR</b>	<b>112</b>

## MEM20413 CERTIFICATE II in Engineering Pathways (Part 1) delivered as 4 Skill Sets

**Funding Source 11H students 5 x 192 = 960**

CDU VET Delivery Team	Trades Central #109		
Full Certificate	No (2 halves)	Total nominal hours	Part 1 (190)
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 4 x 1 term Skill Set block release mode and will incorporate hands on practical activities		
School or Cluster	Alice Springs Senior Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
<b>Skill Set 1</b>		
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operations	20
<b>Skill Set 2</b>		
MEMPE002A	Use electric welding machines	40
<b>Skill Set 3</b>		
MEMPE004A	Use fabrication equipment	40
<b>Skill Set 4</b>		
MEMPE001A	Use engineering workshop machines	60
	<b>TOTAL HOURS FOR FIRST YEAR</b>	<b>190</b>
<b>PART 2 (SECOND YEAR)</b>		
<b>Skill Set 5</b>		
MEMPE003A	Use oxy-acetylene and soldering equipment	40
<b>Skill Set 6 and 7 combined</b>		
MEMPE006A	Undertake a basic engineering project	80
MSAENV272B	Participate in environmentally sustainable work practices	30
<b>Skill Set 8</b>		
MEMPE005A	Develop a career plan for the engineering and manufacturing industry	20
MEM16008A	Interact with computing technology	20
MSAPMSUP106A	Work in a team	30
	<b>TOTAL HOURS FOR SECOND YEAR</b>	<b>220</b>

## All School – Skill Sets

### Trades Entry White Card - Skill Set from CPC20211

**Funding Source 11H students 40 x 6 = 240**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No Skill Set	Total nominal hours	06
Program Duration	1 day workshop	Is a second program to be offered in Semester 2	Possible
Training Delivery Strategy	This program will be offered through a workshop intensive and will incorporate hands on practical activities.		
School or Cluster	All Alice Springs schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
CPCCOHS1001A	Work safely in the construction industry	06
	<b>TOTAL HOURS</b>	<b>06</b>

### Working at Heights – Skill Set from RII20113

**Funding Source 11H students 50 x 20 = 1000**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No Skill Set	Total nominal hours	20
Program Duration	Workshop	Is a second program to be offered in Semester 2	Possible
Training Delivery Strategy	This program will be offered through a workshop intensive and will incorporate hands on practical activities.		
School or Cluster	All Alice Springs schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
RIIWHS204D	Work safely at heights	20
	<b>TOTAL HOURS</b>	<b>20</b>

### Light Vehicle Tyre Repairs – Skill Set from AUR21913

**Funding Source 11H students 40 x 60 = 2400**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No Skill Set	Total nominal hours	60
Program Duration	1 Term x 4	Is a second program to be offered in Semester 2 1 per term = 4	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Middle Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
AURASA1001	Apply automotive workplace safety fundamentals	10
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (light vehicle)	40
AURTTJ2001	Balance wheels and tyres	10
	<b>TOTAL HOURS</b>	<b>60</b>

*Please note: Changes may occur to these units and hours due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*

### Cabinet Maker Assistant – Skill Set from CPC20211

**Funding Source 11H students 40 x 52 = 2080**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No - Skill Set	Total nominal hours	52
Program Duration	1 Term x 4	Is a second program to be offered in Semester 2 – 1 per term = 4	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Middle Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2001A	Assemble components	32
	<b>TOTAL HOURS</b>	<b>52</b>

### Metal Fabrication Plumbing Assistant – Skill Set from MEM20413

**Funding Source 11H students 40 x 50 = 2000**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No - Skill Set	Total nominal hours	50
Program Duration	1 Term x 4	Is a second program to be offered in Semester 2 – 1 per term = 4	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Middle Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
MEM13014A	Apply principles of occupation health and safety in the work environment	10
MEMPE004A	Use fabrication equipment	40
	<b>TOTAL HOURS</b>	<b>50</b>

### Electronics Assistant – Skill Set from MEM10105

**Funding Source 11H students 40 x 50 = 2000**

CDU VET Delivery Team	Trades Central – A/S #109		
Full Certificate	No - Skill Set	Total nominal hours	50
Program Duration	1 Term x 4	Is a second program to be offered in Semester 2 – 1 per term = 4	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Middle Schools		
Location	CDU Alice Springs		

CODE	UNIT NAME	Nominal Hours
MEM05001B	Perform manual soldering/desoldering - electrical/electronic components	40
MEM13014A	Apply principles of occupational health and safety in the work environment	10
	<b>TOTAL HOURS</b>	<b>50</b>



## Charles Darwin University - Katherine

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<b>SIT10213 – Certificate I in Hospitality (Cooking Units)</b>			
<b>Funding Source 11H students 10 x 112 = 1120</b>			
CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	112
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Katherine Schools – years 9 – 12		
Location	St Joseph's Catholic College		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXFSA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in safe work practices	12
SITHCCC101	Use food preparation equipment	25
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

## FDF10111 – Certificate I in Food Processing (Retail Baking)

**Funding Source 11H students 10 x 250 = 2500**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	250
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Katherine Schools – years 9 – 12		
Location	ST Joseph's Catholic College		

CODE	UNIT NAME	Nominal Hours
FDFFS1001A	Follow work procedures to maintain food safety	20
FSFOHS1001A	Work safely	30
FDFOP1009A	Follow work procedures to maintain quality	20
FDFOP1010A	Communicate workplace information	20
MSAENV272B	Participate in environmentally sustainable work practices	30
FDFOP1004A	Prepare basic mixes	20
FDFOP1005A	Operate basic equipment	30
FDFRB1001A	Finish products	20
FDFRB2004A	Provide production assistance for bread products	60
	<b>TOTAL HOURS</b>	<b>250</b>

## Nail Technology Assistant – Skill Set from SIB20210

**Funding Source 11H students 10 x 70 = 700**

CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	No – Skill Sets	Total nominal hours	70
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	All Katherine High Schools		
Location	CDU Katherine Rural		

CODE	UNIT NAME	Nominal Hours
SIRXOHS001A	Apply safe working practices	20
SIBBNLS204A	Apply acrylic nail enhancement	35
SIBBNLS205A	Apply nail art	15
	<b>TOTAL HOURS</b>	<b>70</b>

*Please note: Changes may occur to these units and hours due to the schedule implementation of a new National Training Package in 2016 still waiting final approval*

**Barista – Skill Set from SIT10213****Funding Source 11H students 10 x 77 = 770**

CDU VET Delivery Team	Tourism, Hospitality and Recreation (top End) #325		
Full Certificate	No – Skill Sets	Total nominal hours	77
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	All Katherine High Schools		
Location	Katherine High School		

CODE	UNIT NAME	Nominal Hours
SITXWHS101	Participate in safe work practices	12
SITXFA101	Use hygienic practices for food safety	15
SITHFAB204	Prepare and serve espresso coffee	30
SITHFAB203	Prepare and serve no alcoholic beverages	20
	<b>TOTAL HOURS</b>	<b>77</b>

**BSB20115 – Certificate II in Business****Funding Source 11H students 10 x 360 = 3600**

CDU VET Delivery Team	School of Business		
Full Certificate	Yes	Total nominal hours	360
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 1 day per week release mode and will incorporate hands on practical activities.		
School or Cluster	Katherine Schools – years 10, 11 and 12		
Location	CDU Katherine Town Centre		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBITU201	Produce simple word processed documents	60
BSBITU202	Create and use spreadsheets	30
BSBITU203	Communicate electronically	20
BSBWRT301	Write simple documents	30
BSBCUS201	Deliver a service to customers	40
BSBCMM201	Communicate in the workplace	40
BSBIND201	Work effectively in a business environment	30
BSBWOR202	Organise and complete daily work activities	20
BSBINM201	Process and maintain workplace information	30
BSBSUS201	Participate in environmentally sustainable work practices	20
BSBIND201	Use business technology	20
	<b>TOTAL HOURS</b>	<b>240</b>

## CPC20211 – Certificate II in Construction (Pathways) [Part 1 and 2]

**Funding Source 11H students 10 x 310 = 3100**

CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	2 halves	Total nominal hours	310
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Katherine Schools – years 9 (part 1) years 10, 11 and 12		
Location	St Joseph's Catholic College		

CODE	UNIT NAME	Nominal Hours
CPCCIHS1001A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCM1014A	Conduct workplace communications	20
CPCCCM1012A	Work effectively and sustainably in the Construction Industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCM1015A	Carry out measurements and calculations	20
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble components	32

### (Part 2)

CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>306</b>

## AHC21210 – Certificate II in Rural Operations (Part 2)

**Funding Source 11H students 10 x 240 = 2400**

CDU VET Delivery Team	Agriculture and Rural Operations (Top End) #212		
Full Certificate	2 halves	Total nominal hours	240 (458)
Program Duration	2 years	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Katherine Schools – years 10, 11 and 12		
Location	CDU Katherine Rural Campus		

CODE	UNIT NAME	Nominal Hours
AHCWRK209A	Participate in environmentally sustainable work practices	20
AHCLSK209A	Monitor water supplies	20
AHCMOM211A	Operate side by side vehicles	30
AHCWRK204A	Work effectively in the industry	20
AHCWRK205A	Participate in workplace communications	30
AHCMOM203A	Operate basic machinery and equipment	20
AHCARB205A	Operate and maintain chainsaws	40
AHCINF204A	Fabricate and repair metal or plastic structure	60
	<b>TOTAL HOURS</b>	<b>240</b>

Please note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialist units. Some units have age restrictions.

Small Motors for Rural Operations – Skill Sets from AHC10210			
<b>Funding Source 11N students 10 x 60 = 600</b>			
CDU VET Delivery Team	Agriculture and Rural Operations (Top End) #212		
Full Certificate	No – Skill Sets	Total nominal hours	60
Program Duration	1 Term block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities		
School or Cluster	Katherine Schools years 9 – 12		
Location	CDU Katherine Rural Campus		

CODE	UNIT NAME	Nominal Hours
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCMOM101A	Assist with routine maintenance of machinery and equipment	20
AHCMOM203A	Operate basic machinery and equipment	20
	<b>TOTAL HOURS</b>	<b>60</b>

Fencing for Rural Operations – Skill Sets from AHC21210			
<b>Funding Source 11N students 10 x 70 = 700</b>			
CDU VET Delivery Team	Agriculture and Rural Operations (Top End) #212		
Full Certificate	No – Skill Sets	Total nominal hours	70
Program Duration	1 Term block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities		
School or Cluster	Katherine Schools years 9 – 12		
Location	CDU Katherine Rural Campus		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
AHCINF202A	Install, maintain and repair fencing	30
AHCMOM202A	Operate tractors	40
	<b>TOTAL HOURS</b>	<b>70</b>

<b>Welding for Rural Operations – Skill Sets from AHC21210</b>			
<b>Funding Source 11N students 10 x 60 = 600</b>			
CDU VET Delivery Team	Agriculture and Rural Operations (Top End) #212		
Full Certificate	No – Skill Sets	Total nominal hours	60
Program Duration	1 Term block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities		
School or Cluster	Katherine Schools years 9 – 12		
Location	CDU Katherine Rural Campus		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
AHCINF204A	Fabricate and repair metal or plastic structures	60
	<b>TOTAL HOURS</b>	<b>60</b>

## Charles Darwin University - Darwin

### FDF10111 - Certificate I in Food Processing (Retail Baking)

**Funding Source 11H students 30 x 250 = 7500**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	250
Program Duration	Block	Is a second program to be offered in semester 2 – 3 programs	3 programs
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 9 -12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
<b>Core Units Of Competency</b>		
FDFFS1001A	Follow work procedures to maintain food safety	20
FDFOHS1001A	Work safely	30
FDFOP1009A	Follow work procedures to maintain quality	20
FDFOP1010A	Communicate workplace information	20
<b>Continued on next page</b>		

MSAENV272B	Participate in environmentally sustainable work practices	30
FDFOP1004A	Prepare basic mixes	20
FDFOP1005A	Operate basic equipment	30
FDFRB1001A	Finish products	20
FDFRB2004A	Provide production assistance for bread products	60
	<b>TOTAL HOURS</b>	<b>250</b>

### SIT10213 – Certificate I in Hospitality (Cooking Units)

**Funding Source 11H students 30 x 112 = 3360**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	112
Program Duration	Block x 3	Is a second program to be offered in semester 2 – 3 programs	3 programs
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 9 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXFSA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in safe work practices	12
SITHCC101	Use food preparation equipment	25
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

<b>ICA20111 – Certificate II in Information, Digital Media and Technology</b>			
<b>Funding Source 11H students 20 x 440 = 8800</b>			
<b>New Students TUESDAY'S ONLY</b>			
CDU VET Delivery Team	IT and Library Services (Top End) #322		
Full Certificate	Yes	Total nominal hours	440
Program Duration	Semester	Is a second program to be offered in semester 2	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 – 12		
Location	CDU Palmerston Campus		
CODE	UNIT NAME	Nominal Hours	
BSBOHS201A	Participate in OHS	20	
BSBSUS201A	Participate in environmentally sustainable work practices	20	
ICAICT201A	Use computer operating systems and hardware	60	
ICAICT202A	Work and communicate effectively in an IT environment	40	
ICAICT203A	Operate application software packages	60	
ICAICT204A	Operate a digital media technology package	40	
ICAWEB201A	Use social media tools for collaboration and engagement	20	
CUFDIG303A	Produce and prepare photo images	20	
ICAICT205A	Design basic organisational documents using computing packages	40	
ICAICT206A	Install software applications	20	
ICASAS206A	Detect and protect from spam and destructive software	10	
ICASAS203A	Connect hardware peripherals	20	
ICPMM321C	Capture a digital image	40	
ICASAS209A	Connect and use a home based local wireless network	30	
	<b>TOTAL HOURS</b>	<b>440</b>	

*Please note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approval.*



## ICA30111 - Certificate III in Information, Digital Media and Technology

**Funding Source 11H students 10 x 550 = 5500**

**Tuesdays and Wednesdays each week (attendance required both days)**

**This program is not open to year 9 and 10 students**

CDU VET Delivery Team	IT and Library Services (Top end) #322		
Full Certificate	Yes	Total nominal hours	440
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 11 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBWHS304A	Participate effectively in WHS communication and consultative processes	30
BSBSUS301A	Implement and monitor environmentally sustainable practices	40
ICAICT202A	Work and communicate effectively in an IT environment	40
ICAICT301A	Create user documentation	20
ICAICT302A	Install and optimise operating system software	20
ICASAS301A	Run standard diagnostic tests	20
ICANWK302A	Determine and action network problems	40
ICANWK305A	Install and manage network protocols	60
<b>Continued on next page</b>		

ICASAS307A	Install, configure and secure a small office/home office network	50
ICAICT303A	Connect internal hardware components	20
ICASAS303A	Care for computer hardware	20
ICASAS304A	Provide basic system administration	20
ICASAS305A	Provide IT advice to clients	40
ICASAS306A	Maintain equipment and software	20
ICAWEB302A	Build simple websites using commercial programs	40
ICAWEB303A	Produce digital images for the web	30
ICAPRG301A	Apply introductory programming techniques	40
	<b>TOTAL HOURS</b>	<b>550</b>

*Please note: Changes may occur to these units and hours due to the schedule implementation of a new National Training Package in 2016 still waiting final approval.*

**SIT20213 – Certificate II in Hospitality****Funding Source 11H students 20 x 282 = 5640**

CDU VET Delivery Team	Tourism, Hospitality and Recreation (Top End) #325		
Full Certificate	Yes	Total nominal hours	282
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes Term 2
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXFSA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in safe work practices	12
SITHFAB206	Serve food and beverage	80
SITHFAB201	Provide responsible service of alcohol	10
SITHIND201	Source and use information on the hospitality industry	25
SITHIND202	Use hospitality skills effectively	0
SITXCCS202	Interact with customers	20
SITXCOM201	Show social and cultural sensitivity	20
SITHFAB202	Operate a bar	35
SITHFAB203	Prepare and serve non-alcoholic beverages	20
SITHFAB204	Prepare and service espresso coffee	30
	<b>TOTAL HOURS</b>	<b>282</b>

**SIT30112 - Certificate III in Tourism****Funding Source 11H students 15 x 508 = 5588**

CDU VET Delivery Team	Tourism, Hospitality and recreation (Top End) #325		
Full Certificate	Yes	Total nominal hours	508
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 11 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBITU306A	Design and produce business documents	80
SITXCCS303	Provide service to customers	25
SITXCOM201	Show social and cultural sensitivity	20
SITXWHS101	Participate in safe work practices	12

**Continued on next page**

SITTIND201	Source and use information on the tourism and travel industry	25
SITTTSL302	Provide advice on Australian destinations	40
SITTTSL202	Access and interpret product information	65
SITTTSL304	Prepare quotations	30
SITTTSL306	Book supplier services	20
SITXFIN201	Process financial transactions	25
SITXCCS201	Provide visitor information	35
SITTTSL201	Operate an online information system	40
SITTTSL303	Sell tourism products and services	35
SITTTSL305	Process reservations	30
SITTTSL307	Process travel related documentation	26
	<b>TOTAL HOURS</b>	<b>508</b>

### Barista – Skill Set from SIT10213 and SIT20213

Funding Source 11H students 20 x 77 = 1540

CDU VET Delivery Team	Tourism, Hospitality and Recreation (Top End) #325		
Full Certificate	No – Skill Sets	Total nominal hours	77
Program Duration	Block	Is a second program to be offered in semester 2	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities		
School or Cluster	All Darwin and Palmerston Region High Schools		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
SITXWHS101	Participate in safe work practices	12
SITXFSA101	Use hygienic practices for food safety	15
SITHFAB204	Prepare and serve espresso coffee	30
SITHFAB203	Prepare and service not alcoholic beverages	20
	<b>TOTAL HOURS</b>	<b>77</b>

### SIS20310 Certificate II in Sport and Recreation

Funding Source 11H students 50 x 241 = 12050 **AUSPICE TO SEDA**

CDU VET Delivery Team	Tourism, Hospitality and Recreation (Top End) #325		
Full Certificate	Yes	Total nominal hours	226
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities.		
School or Cluster	SEDA Casuarina		
Location	Casuarina Senior College		

CODE	UNIT NAME	Nominal Hours
BSBWOR202A	Organise and complete daily work activities	20
HLTAID003	Provide first aid	18
SISXEMR201A	Respond to emergency situations	18
SISXIND211	Develop and update sport, fitness and recreation industry knowledge	30
SISXWHS101	Follow work health and safety policies	10
	<b>Total nominal hours for core units</b>	<b>96</b>
<b>Continued on next page</b>		

<b>ELECTIVE UITS OF COMPETENCY (Select 6)</b>		
ICAICT203A	Operate application software packages	60
SISXCAI101A	Provide equipment for activities	10
SISXCAI102A	Assist in preparing and conducting sport and recreation sessions	15
SISXCCS201A	Provide customer service	15
SISXFAC207	Maintain sport, fitness and recreation equipment for activities	05
SISXIND101A	Work effectively in sport and recreation environments	25
	<b>Total nominal hours for elective units</b>	<b>130</b>
	<b>Total nominal hours for the qualification</b>	<b>226</b>

<b>SIH20111 Certificate II in Hairdressing</b>			
<b>Funding Source 11H students 15 x 355 = 5325</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	Yes	Total nominal hours	355
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBSUS201A	Participate in environmentally sustainable work practices	20
SIHHBAS201A	Perform shampoo and basic services	40
SIHHCCS201A	Greet and prepare clients for salon services	10
SIHHHDS201A	Dry hair to shape	40
SIHHIND201A	Maintain and organise tools, equipment and work areas	20
SIHHOHS201A	Apply salon safety procedures	20
SIRXCOM001A	Communicate in the workplace	40
SIRXIND001A	Work effectively in a retail environment	45
SIHHBAS202A	Perform head, neck and shoulder massage	20
<b>Continued on next page</b>		

SIHHCLS201A	Apply hair colour products	30
SIHHIND202A	Develop hairdressing industry knowledge	15
SIHHHDS202A	Apply hair braiding techniques	30
SIRXRPK002A	Recommend hair, beauty and cosmetic products and services	25
	<b>TOTAL HOURS</b>	<b>365</b>

<b>SIB20210 – Certificate II in Nail Technology</b>			
<b>Funding Source 11H students 10 x 355 = 3550</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	Yes	Total nominal hours	355
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 – 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
SIBBNLS201A	Work in a nail service framework	15
SIBBNLS202A	Provide manicure and pedicure services	30
SIBBNLS203A	Apply ultraviolet gel nail enhancement	30
<b>Continued on next page</b>		

SIBXCCS201A	Conduct financial transactions	10
SIBXCCS202A	Provide service to clients	15
SIRXCCLM001A	Organise and maintain work areas	10
SIRXCOM001A	Communicate in the workplace	40
SIRXOHS001A	Apply safe working practices	20
SIBBNLS204A	Apply acrylic nail enhancement	15
SIRXIND001A	Work effectively in a retail environment	45
SIBBRES201A	Research and apply beauty industry information	20
SIBBNLS205A	Apply nail art	15
SIRXINV001A	Perform stock control	35
SIRXMER005A	Create a display	35
BSBSU201A	Participate in environmentally sustainable work practices	20
	<b>TOTAL HOURS</b>	<b>355</b>

*Please note: Changes may occur to these units and hours due to the schedule implementation of a new National Training Package in 2016 still waiting final approval.*

<b>SIR10112 – Certificate I in Retail Services</b>			
<b>Funding Source 11H students 10 x 145 = 1450</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	Yes	Total nominal hours	145
Program Duration	Year	Is a second program to be offered in	No

		semester 2
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.	
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 9 - 12	
Location	CDU Palmerston Campus	

CODE	UNIT NAME	Nominal Hours
SIRXCLM101	Organise and maintain work areas	20
SIRXCOM101	Communicate in the workplace to support team and Customer	40
SIRXICT001A	Operate retail technology	20
SIRXIND101	Work effectively in a customer service environment	45
SIRXWHS101	Apply safe work practices	20
	<b>TOTAL HOURS</b>	<b>145</b>

<b>SIR20212 – Certificate II in Retail Operations</b>			
<b>Funding Source 11H students 15 x 385 = 5775</b>			
CDU VET Delivery Team	Sales and Personal Services #320		
Full Certificate	Yes	Total nominal hours	385
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in either day release or block release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 - 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
SIRXICT001A	Operate retail technology	20
SIRCOM101	Communicate in the workplace to support team and customer	40
SIRXCCS201	Apply point of sale handling procedures	20
SIRXCCS202	Interact with customers	30
SIRXIND101	Work effectively in a customer service environment	45
SIRXINV001A	Perform stock control procedures	35
SIRXCLM101	Organise and maintain work areas	20
SIRXWHS101	Apply safe work practices	20
SIRXRSK201	Minimise loss	20
SIRXSLS201	Sell products and services	20
SIRXSLS002A	Advise on products and services	30
SIRXMER201	Merchandise products	30
SIRXIND102	Plan a career in the retail industry	20
SIRXMER202	Plan, create and maintain displays	35
	<b>TOTAL HOURS</b>	<b>385</b>

**BSB20115 – Certificate II in Business****Funding Source 11H students 10 x 335 =3350**

CDU VET Delivery Team	Business General (Top End) #321		
Full Certificate	Yes	Total nominal hours	335
Program Duration	Year	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace activities in a day per week release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 - 12		
Location	CDU Palmerston Campus		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBIND201	Work effectively in a business environment	30
BSBCMM201	Communicate in the workplace	40
BSBITU201	Produce simple word processed documents	60
BSBITU202	Create and use spreadsheets	30
BSBITU203	Communicate electronically	20
BSBSUS201	Participate in environmentally sustainable work practices	20
BSBWOR202	Organise and complete daily work activities	20
BSBWOR203	Work effectively with others	15
BSBWOR204	Use business technology	20
<b>Continued on next page</b>		

BSBITU303	Create electronic presentations	20
BSBCUS201	Deliver a service to customers	40
	<b>TOTAL HOURS</b>	<b>335</b>

**BSB30115 – Certificate III in Business****Funding Source 11H students 10 x 420 = 4200**

CDU VET Delivery Team	Business General (Top End) #321		
Full Certificate	Yes	Total nominal hours	420
Program Duration	Year	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 11 - 12		
Location	CDU Waterfront Campus		

CODE	UNIT NAME	Nominal Hours
BSBWHS302	Apply knowledge of WHS legislation in the workplace	20
	<b>Total nominal hours for core units</b>	<b>20</b>
<b>ELECTIVE UNITS OF COMPETENCY (Select 11)</b>		
BSBCUS301	Deliver and monitor a service to customers	35
BSBDIV301	Work effectively with diversity	30
BSBSU201	Participate in environmentally sustainable work practices	20
BSBINN301	Promote innovation in a team environment	40
BSBITU302	Create electronic presentations	20
BSBITU303	Design and produce text documents	90
BSBITU304	Produce spreadsheets	35
BSBITU307	Develop keyboarding speed and accuracy	50
BSBPRO301	Recommend products and services	20
BSBWOR301	Organise personal work priorities and development	30
BSBWRT301	Write simple documents	30
	<b>Total nominal hours for elective units</b>	<b>400</b>
	<b>Total nominal hours for the qualification</b>	<b>420</b>

<b>SKILL SETS from AHC10210 Certificate I in Agrifood</b>			
<b>Funding Source 11H students 10 x 4 x 70 = 2800</b>			
CDU VET Delivery Team	Horticulture and Aquaculture (top End) #213		
Full Certificate	4 skill sets	Total nominal hours	
Program Duration	4 x 1 Term	Is a second program to be offered in semester 2 4 x 1 term programs	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in 2 x 4 day block release mode each term and will incorporate hands on practical activities		
School or Cluster	Darwin and Palmerston Region High Schools		
Location	CDU Casuarina Campus		

CODE	UNIT NAME	Nominal Hours
<b>Horticulture Workplace Machinery – Skill Set 1</b>		
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCMOM203A	Operate basic machinery and equipment	20
AHCMOM101A	Assist with routine maintenance of machinery and Equipment	20
MEM18001C	Use hand tools	20
<b>Healthy Habits – Growing Chemical Free Gardens – Skill Set 2</b>		
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCWRK101A	Support organic production	20
AHCPHT101A	Support horticulture production	15
AHCIRG101A	Support irrigation work	10



<b>Nursery Work – Skill Set 3</b>		
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCNSY201A	Pot up plants	20
AHCNSY101A	Support nursery work	15
AHCCHM101A	Follow basic chemical safety rules	10
<b>Soft Landscaping – Greening your Space – Skill Set 4</b>		
AHCOHA101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCPG101A	Support gardening work	10
AHCPGD201A	Plant trees and shrubs	20
MEM18001C	Use hand tools	20
	<b>TOTAL HOURS</b>	<b>280</b>

<b>SFI20111 – Certificate II in Aquaculture</b>			
<b>Funding Source 11H students 10 x 355 = 3550</b>			
<b>Tuesdays and Wednesdays each week (attendance required both days)</b>			
CDU VET Delivery Team	Horticulture and Aquaculture (Top End) #213		
Full Certificate	Yes	Total nominal hours	355
Program Duration	Year	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in a day release mode of 2 days per week and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Senior Schools		
Location	CDU Casuarina Campus		
<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>	
SFICORE101C	Apply basic food handling and safety practices	20	
SFICORE103C	Communicate in the seafood industry	30	
SFICORE105B	Work effectively in the seafood industry	30	
SFICORE106B	Meet workplace OHS requirements	20	
	<b>Total nominal hours for core units</b>	<b>100</b>	
<b>ELECTIVE UNITS OF COMPETENCY</b>			
SFIAQUA201C	Collect brood stock and seed stock	25	
SFIAQUA205C	Feed stock	20	
SFIAQUA206C	Handle stock	15	
SFIAQUA209C	Manipulate stock culture environment	20	
SFIAQUA213C	Monitor stock and environmental conditions	30	
SFIAQUA214B	Produce algal or live feed cultures	30	
SFIAQUA215B	Carry out on farm post harvest operations	25	
SFIAQUA216B	Harvest cultured or held stock	15	
SFIAQUA217B	Maintain stock culture, and other farm structures	25	
SFIAQUA221A	Control predators and pests	20	
SFISTOR204A	Prepare, pack and dispatch stock for live transport	30	
	<b>Total nominal hours for elective units</b>	<b>255</b>	
	<b>Total nominal hours for the qualification</b>	<b>355</b>	

## AHC10110 – Certificate I in Conservation Land Management

**Funding Source 11H students 10 x 105 = 1050**

CDU VET Delivery Team	Conservation Land Management (Top End) #211		
Full Certificate	Yes	Total nominal hours	105
Program Duration	Block	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace activities in a block release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 9- 12		
Location	CDU Casuarina Campus		

CODE	UNIT NAME	Nominal Hours
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCCHM101A	Follow basic chemical safety rules	10
AHCMOM101A	Assist with routine maintenance of machinery and equipment	20
AHCMOM202A	Operate tractors	40
AHCNAR101A	Support natural area conservation	15
	<b>TOTAL HOURS</b>	<b>105</b>

*Please Note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialists units. Some units have age restrictions.*

## AUR10112 – Certificate I in Automotive Vocational Preparation

**Funding Source 11H students 30 x 120 = 3600**

CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	Yes	Total nominal hours	120
Program Duration	Semester	Is a second program to be offered in semester 2 -3 programs	
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 1 day per week release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 9 – 12		
Location	CDU Casuarina Campus		

CODE	UNIT NAME	Nominal Hours
AURAEA1001	Identify environmental requirements in an automotive workplace	25
AURASA1001	Apply automotive workplace safety fundamentals	10
AURETR1003	Apply automotive electrical system fundamentals	10
AURLTA1001	Apply automotive mechanical system fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTA1002	Carry out workshop practice activities	10
AURTTA1003	Use and maintain basic measuring devices	15
AURTTE1003	Remove and tag engine system components	15
	<b>TOTAL HOURS</b>	<b>120</b>

**Please Note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approval**

### **AUR20712 – Certificate II in Automotive Vocational Preparation**

**Funding Source 11H students 20 x 225 = 4500**

CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	Yes	Total nominal hours	225
Program Duration	Semester	Is a second program to be offered in semester 2 - - 2 programs	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in a 1 day per week release mode and will incorporate hands on practical activities.		
School or Cluster	Darwin, Palmerston and Rural Area Schools – years 10 – 12		
Location	CDU Casuarina Campus		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
AURFA2003	Apply environmental and sustainability best practice in an automotive workplace	25
AURFA2003	Communicate effectively in an automotive workplace	20
AURFA2004	Solve routine problems in an automotive workplace	20
AURASA2002	Apply safe working practices in an automotive workplace	20
AURETR1003	Apply automotive electrical system fundamentals	10
AURLTA1001	Apply automotive mechanical system fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURETR1001	Remove and tag automotive electrical system components	10
AURETR2015	Inspect and service batteries	10
AURTTA1001	Remove and tag steering, suspension and brake system components	15
AURTTA2004	Carry out servicing operations	20
AURTTE1003	Remove and tag engine system components	15
	<b>TOTAL HOURS</b>	<b>200</b>

### **Light Vehicle Tyre Repairs – Skill Sets from AUR21913**

**Funding Source 11H students 20 x 60 = 1200**

CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	No – Skill Sets	Total nominal hours	60
Program Duration	1 term x 2	Is a second program to be offered in semester 2 1 per semester = 2	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Darwin and Palmerston and Rural Area Schools years 9 – 12		
Location	To be advised		

CODE	UNIT NAME	Nominal Hours
AURASA1001	Apply automotive workplace safety fundamentals	10
AURLTJ2002	Remove, inspect, repair and fit tyres and tubes (Light Vehicles)	40
AURTTJ2001	Balance wheels and tyres	10
	<b>TOTAL HOURS</b>	<b>60</b>

*Please note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approval.*

<b>Welding for the Automotive Industry – Skill Sets from AUR30612</b>			
<b>Funding Source 11H students 20 x 100 = 2000</b>			
CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	No – Skill Sets	Total nominal hours	100
Program Duration	1 term x 2	Is a second program to be offered in semester 2 1 per semester = 2	Yes
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities		
School or Cluster	All Darwin and Palmerston and Rural Area Schools years 9 – 12		
Location	To be advised		

CODE	UNIT NAME	Nominal Hours
AURASA1001	Apply automotive workplace safety fundamentals	10
AURVTW2008	Carry out oxy acetylene welding, thermal cutting and thermal heating procedures	30
AURVTW2001	Carry out manual metal arc welding procedures	30
AURVTW2003	Carry out gas metal arc welding procedures	30
	<b>TOTAL HOURS</b>	<b>100</b>

*Please note: Changes may occur to these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approval.*

<b>Skill Sets from CPC20211 Certificate II in Construction (Pathways)</b>			
<b>Funding Source 11H students 20 x 310 = 6200</b>			
<b>1 program at St John's – 1 program at CDU Casuarina Tuesdays and Wednesdays</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	Yes	Total nominal hours	310
Program Duration	Year	Is a second program to be offered in semester 2	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block mode and will incorporate hands on practical activities.		
School or Cluster	St John's and all Darwin, Palmerston and Rural Area Schools years 10 - 12		
Location	St John's Catholic College and CDU Campus		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
CPCCOHS10011A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communication	20
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM1015A	Carry out measurements and calculations	20
<b>Part 2</b>		
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble components	32
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>326</b>

## Charles Darwin University - Remote

### Jabiru Area School

<b>CPC20211 – Certificate II in Construction (Pathways)</b>			
<b>Funding Source 11H students 9 x 200 = 1800</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	No 2 halves	Total nominal hours	200
Program Duration	Year Block	Is a second program to be offered in semester 2 – Block	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode and will incorporate hands on practical activities		
School or Cluster	Jabiru Area School years 9 – 12		
Location	Jabiru Area School		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
CPCCOHS1001A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communications	20
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM1015A	Carry out measurements and calculations	20
<b>Part 2</b>		
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble components	32
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>326</b>

Jabiru Area School Contacts:

Learne Dunne (Principal) [learne.dunne@ntsctools.net](mailto:learne.dunne@ntsctools.net) Phone: 08 893 83333

~~Jo Skelton (VET Coordinator) [jo.skelton@ntschoools.net](mailto:jo.skelton@ntschoools.net) Phone: 08 893 83333~~

CDU Contacts:

Brad Shepherd (Construction Lecturer) [brdaley.shepherd@cdu.edu.au](mailto:brdaley.shepherd@cdu.edu.au) Phone: 08 894 67643

<b>Small Motors for Rural Operations – Skill Set from AHC10210</b>			
<b>Funding Source 11N students 10 x 60 = 600</b>			
CDU VET Delivery Team	Agriculture and Rural Operations (Top End) #212		
Full Certificate	No – Skill Sets	Total nominal hours	60
Program Duration	Block	Is a second program to be offered in	No

	semester 2 1 per semester = 2
Training Delivery Strategy	This program will be offered through Simulated Workplace in day release mode and will incorporate hands on practical activities
School or Cluster	Jabiru Area School years 9 - 12
Location	Jabiru

CODE	UNIT NAME	Nominal Hours
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCMOM101A	Assist with Routine Maintenance of Machinery and Equipment	20
AHCMOM203A	Operate basic machinery and equipment	20
	<b>TOTAL HOURS</b>	<b>60</b>

## Gapuwiyak School

FDF10111 - Certificate I in Food Processing (Retail Baking)			
Funding Source 11H students 10 x 250 = 2500			
CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	250
Program Duration	Block	Is a second program to be offered in semester 2 – Block	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Gapuwiyak School years 9 – 12		
Location	Gapuwiyak School		

CODE	UNIT NAME	Nominal Hours
FDFFS1001A	Follow work procedures to maintain food safety	20
FDFOHS1001A	Work safely	30
FDFOP1009A	Follow work procedures to maintain quality	20
FDFOP1010A	Communicate workplace information	20
MSAENV272B	Participate in environmentally sustainable work practices	30
FDFOP1004A	Prepare basic mixes	20
FDFOP1005A	Operate basic equipment	30
FDFRB1001A	Finish products	20
FDFRB2004A	Provide production assistance for bread products	60
	<b>TOTAL HOURS</b>	<b>250</b>

### Gapuwiyak School Contact

Clarice O’Leary (Principal) [clarice.oleary@ntschoools.net](mailto:clarice.oleary@ntschoools.net)

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### CDU Contact

David Barker (Bakery Lecturer) [david.barker@cdu.edu.au](mailto:david.barker@cdu.edu.au)

Phone: 08 894 67971

## Tiwi College

<b>CPC20211 Certificate II in Construction (Pathways)</b>			
<b>Funding Source 11H students 9 x 152 = 1368</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	No 2 halves	Total nominal hours	152
Program Duration	Year Block	Is a second program to be offered in semester 2 – Block	No
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Tiwi College years 9 -12		
Location	Tiwi College		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
CPCCPHS1001A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communications	20
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and equipment	36
CPCCCM1015A	Carry out measurements and calculations	20
<b>Part 2</b>		
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble components	32
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>326</b>

Tiwi College Contacts:

Ina Smith (Principal) [ian.smith1@ntschoools.net](mailto:ian.smith1@ntschoools.net) Phone: 08 897 09024

Neil Chippendale (VET Coordinator) [neil.chippendale@ntschoools.net](mailto:neil.chippendale@ntschoools.net)

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## Xavier Catholic College

<b>CPC20211 - Certificate II in Construction (Pathways)</b>			
<b>Funding Source 11H students 9 x 152 = 1368</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	No 2 halves	Total nominal hours	152
Program Duration	Year Block	Is a second program to be offered in semester 2	No
School or Cluster	Xavier Catholic College years 9 - 12		
Training Delivery Strategy	This program will be offered through Simulated Workplace in block intensive mode and will incorporate hands on practical activities.		
Location	Xavier Catholic College		



CODE	UNIT NAME	Nominal Hours
CPCCPHS1001A	Work safely in the construction industry	06
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communications	20
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCA2002A	Use carpentry tools and equipment	96
CPCCCM2001A	Read and interpret plans and equipment	36
CPCCCM1015A	Carry out measurements and calculations	20
<b>Part 2</b>		
CPCCCM2006A	Apply basic levelling procedures	08
CPCCJN2001A	Assemble components	32
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCJN2002B	Prepare for off-site manufacturing process	32
CPCCCA2011A	Handle carpentry materials	16
	<b>TOTAL HOURS</b>	<b>326</b>

<b>fdf10111 – Certificate I in Food Processing (Baking)</b>			
<b>Funding Source 11H students 10 x 250 = 2500</b>			
CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	250
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block intensive mode and will incorporate hands on practical activities.		
School or Cluster	Xavier Catholic College 9 - 12		
Location	Xavier Catholic College		

CODE	UNIT NAME	Nominal Hours
FDFS1001A	Follow work procedures to maintain food safety	20
FDFOHS1001A	Work safely	30
FDFOP1009A	Follow work procedures to maintain quality	20
FDFOP1010A	Communicate workplace information	20
MSAENV272B	Participate in environmentally sustainable work practices	30
FDFOP1004A	Prepare basic mixes	20
FDFOP1005A	Operate basic equipment	30
FDFRB1001A	Finish products	20
FDFRB2004A	Provide production assistance for bread products	60
	<b>TOTAL HOURS</b>	<b>250</b>

## SKILL SETS from AHC10210 Certificate I in Agrifood

**Funding Source 11N students 10 x 2 x 62.5 = 1250**

CDU VET Delivery Team	Horticulture and Aquaculture (top End) #213		
Full Certificate	2 skill sets	Total nominal hours	
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in a block release mode each term and will incorporate hands on practical activities		
School or Cluster	Xavier Catholic College		
Location	Xavier Catholic College		

CODE	UNIT NAME	Nominal Hours
<b>Horticulture Workplace Machinery – Skill Set 1</b>		
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCMOM203A	Operate basic machinery and equipment	20
AHCMOM101A	Assist with routine maintenance of machinery and Equipment	20
MEM18001C	Use hand tools	20
<b>Healthy Habits – Growing Chemical Free Gardens – Skill Set 2</b>		
AHCORG101A	Support organic production	20
AHCPHT101A	Support horticulture production	15
AHCIRG101A	Support irrigation work	10
	<b>TOTAL HOURS</b>	<b>125</b>

Xavier Catholic College Contacts

Tess Fong (Principal) [tess.fong@nt.catholic.edu.au](mailto:tess.fong@nt.catholic.edu.au) Phone: 08 897 83970

Jonathan Joseph (VET Coordinator) [jonathan.joseph@nt.catholic.edu.au](mailto:jonathan.joseph@nt.catholic.edu.au)

CDU Contact

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## Alyangula

GROOTE SCHOOLS (Combined)

## SIT0213 – Certificate I in Hospitality (Cooking Units)

**Funding Source 11H students 10 x 112 = 1120**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	112
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block intensive mode and will incorporate hands on practical activities.		
School or Cluster	Groote Schools Combined years 9 - 12		
Location	Alyangula		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXFA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in a safe work practice	12
SITHCCC101	Use food preparation equipment	25
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

#### Groote School Contacts

Joanne Jefferson (Principal) [joanne.jefferson@ntschoools.net](mailto:joanne.jefferson@ntschoools.net)

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Paul Riches (VET Coordinator) [paul.riches@ntschoools.net](mailto:paul.riches@ntschoools.net)

#### CDU Contact

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Phone: 894 67846

### AHC10110 – Certificate I in Conservation Land Management

**Funding Source 11H students 10 x 105 = 1050**

CDU VET Delivery Team	Conservation Land Management (Top End)		
Full Certificate	Yes	Total nominal hours	105
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block intensive mode and will incorporate hands on practical activities.		
School or Cluster	Groote Schools Combined years 9 - 12		
Location	Alyangula		

CODE	UNIT NAME	Nominal Hours
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCCHM101A	Follow basic chemical safety rules	10
AHCMOM101A	Assist with routine maintenance of machinery and equipment	20
AHCMOM202A	Operate tractors	40
AHCNAR101A	Support natural area conservation	15
	<b>TOTAL HOURS</b>	<b>105</b>

*Please note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialist units. Some units have age restrictions*

### Gunbalanya School

### SIT10112 – Certificate I in Tourism ( Australian Indigenous Culture)

**Funding Source 11H students 10 x 197 = 1970**

CDU VET Delivery Team	Tourism, Hospitality and Recreation #325		
Full Certificate	Yes	Total nominal hours	197
Program Duration	Block	Is a second program to be offered in semester 2	N/A

Training Delivery Strategy	This program will be offered through Simulated Workplace in block intensive mode and will incorporate hands on practical activities.
School or Cluster	Gunbalanya School years 9 - 12
Location	Gunbalanya

CODE	UNIT NAME	Nominal Hours
SITTGDE101	Interpret aspects of local Australian Indigenous Culture	100
SITXWHS101	Participate in safe work practices	12
	<b>Total nominal hours for core units</b>	<b>112</b>
BSBCMM201A	Communicate in the workplace	40
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXCOM101	Source and present information	10
	<b>Total nominal hours for elective units</b>	<b>85</b>
	<b>Total nominal hours for the qualification</b>	<b>197</b>

Gunbalanya School Contact  
Hira Morgan (VET Coordinator) [hira.morgan@ntschoools.net](mailto:hira.morgan@ntschoools.net) Phone: 08 897 90181

CDU Contact  
Tim Francis (Team Leader) [tim.francis@cdu.edu.au](mailto:tim.francis@cdu.edu.au) Phone 894 67946

## Maningrida School

<b>AHC20110 Certificate I in Conservation Land Management</b>			
<b>Funding Source 11V students 10 x 105 = 1050</b>			
CDU VET Delivery Team	Conservation Land Management (Top End) #211		
Full Certificate	Yes	Total nominal hours	105
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Maningrida School – years 9 – 12		
Location	Maningrida		

CODE	UNIT NAME	Nominal Hours
AHCOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCCHM101A	Follow basic chemical safety rules	10
AHCMOM101A	Assist with routine maintenance of machinery and equipment	20
AHCMOM202A	Operate tractors	40
AHCNAR101A	Support natural area conservation	15
	<b>TOTAL HOURS</b>	<b>105</b>

*Please note: Some units may be subject to change as advice flows from the DoE regarding reliability of school students to undertake some specialists units. Some units have age restrictions.*

## AHC20110 Certificate II in Conservation Land Management

**Funding Source 11V students 10 x 190 = 1900**

CDU VET Delivery Team	Conservation Land Management (Top End) #211		
Full Certificate	Yes	Total nominal hours	190
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Maningrida School – years 10 – 12		
Location	Maningrida		

CODE	UNIT NAME	Nominal Hours
AHCOHS201A	Participate in OHS processes	20
AHCWRK209A	Participate in environmentally sustainable work practices	20
AHCFAU201A	Recognise fauna	40
AHCCHM201A	Apply chemicals under supervision	30
AHCPGD206A	Conduct visual inspection of park facilities	20
AHCPMG201A	Treat weeds	40
AHCPGD201A	Plant trees and shrubs	20
	<b>TOTAL HOURS</b>	<b>190</b>

*Please note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialist units. Some units have age restrictions.*

## AHC31410 – Certificate III in Conservation Land Management

**Funding Source 11H students 5 x 460 = 2300**

CDU VET Delivery Team	Conservation Land Management (Top End) #211		
Full Certificate	No (half)	Total nominal hours	460
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block mode and will incorporate hands on practical activities.		
School or Cluster	Maningrida School years 10 – 12		
Location	Maningrida		

CODE	UNIT NAME	Nominal Hours
AHCOHS301A	Contribute to OHS processes	50
AHCWRK313A	Implement and monitor environmentally sustainable work practices	50
	<b>Total nominal hours – core units</b>	<b>100</b>
<b>ELECTIVE UNITS OF COMPETENCY Group A</b>		
ACHLPW301A	Supervise park visitor activities	60
AHCNAR301A	Maintain natural areas	80
AHCPMG301A	Control weeds	70

**Continued on next page**

AHCVPT302A	Implement vertebrate pest control program	40
AHCVPT303A	Survey pest animals	70
AHCVPT306A	Apply animal trapping techniques	40
	<b>TOTAL HOURS</b>	<b>360</b>

*Please note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialist units. Some units have age restrictions.*

Maningrida School Contact  
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CDU Contact  
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<b>AUR10112 – Certificate I in Automotive Vocational Preparation</b>			
<b>Funding Source 11H students 10 x 120 = 1200</b>			
CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	Yes	Total nominal hours	120
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Maningrida School years 9 – 12		
Location	Maningrida		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
AURAEA1001	Identify environmental requirements in an automotive workplace	25
AURASA1001	Apply automotive workplace safety fundamentals	10
AURETR1003	Apply automotive electrical system fundamentals	10
AURKLTA1001	Apply automotive mechanical system fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTA1002	Carry out workshop practice activities	10
AURTTA1003	Use and maintain basic measuring devices	15
AURTTE1003	Remove and tag engine system components	15
	<b>TOTAL HOURS</b>	<b>120</b>

*Please note: Changes may occur to these units and hours due to the schedule implementation of a new National Training Package in 2016 still waiting final approval.*

Maningrida School Contact  
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CDU Contact  
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## SIT10213 – Certificate I in Hospitality (Cooking Units)

**Funding Source 11H students 10 x 112 = 1120**

CDU VET Delivery Team	Commercial Cookery and Bakery (Top End) #326		
Full Certificate	Yes	Total nominal hours	112
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	Maningrida School years 9 – 12		
Location	Maningrida		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXFSA101	Use hygienic practices for food safety	15
SITXWHS101	Participate in safe work practices	12
SITHCCC101	Use food preparation equipment	25
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

Maningrida School Contact

Stuart Dwyer (Principal) [stuart.dwyer@ntschoools.net](mailto:stuart.dwyer@ntschoools.net) Phone: 08 897 95950

CDU Contact

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## Elcho Island

Shepherdson College

## AHC21010 - Certificate II in Conservation Land Management

**Funding Source 11H students 8 x 470 = 3760**

CDU VET Delivery Team	Conservation Land Management (Top End) #211		
Full Certificate	Yes	Total nominal hours	470
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in intensive mode and will incorporate hands on practical activities.		
School or Cluster	Shepherdson College Years 10 – 12		
Location	Elcho Island		

CODE	UNIT NAME	Nominal Hours
AHCOHS201A	Participate in OHS processes	20
AHCWRK209A	Participate in environmentally sustainable work practices	20
	<b>Total Nominal hours – core units</b>	<b>40</b>
<b>ELECTIVE UNITS OF COMPETENCY (Select 13 units from the following)</b>		
AHCARD205A	Operate and maintain chainsaws	40
AHCCHM201A	Apply chemicals under supervision	40
AHCFAU201A	Recognise fauna	60
AHCILM203A	Record information about country	40
AHCMOM203A	Operate basic machinery and equipment	20
AHCMOM202A	Operate tractors	40
AHCNAR201A	Carry out natural area restoration works	40
AHCPCM201A	Recognise plants	40
AHCPGD201A	Plant trees and shrubs	20
AHCPGD206A	Conduct visual inspections of park facilities	20
AHCPMG201A	Treat weeds	40
AHCILM203A	Record information about country	40
AHCMOM204A	Undertake operational maintenance of machinery	30
	<b>TOTAL HOURS</b>	<b>470</b>

*Please note: Some units may be subject to change as advice flows from the DoE regarding eligibility of school students to undertake some specialist units. Some units have age restrictions.*

Shepherdson Contacts  
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CDU Contacts  
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## Wadeye OLSH Thamarrur Catholic College

<b>AUR10112 – Certificate I in Automotive Vocational Preparation</b>			
<b>Funding Source 11H students 10 x 120 = 1200</b>			
CDU VET Delivery Team	Automotive and Civil (Top End) #106		
Full Certificate	Yes	Total nominal hours	120
Program Duration	Block	Is a second program to be offered in semester 2	N/A
Training Delivery Strategy	This program will be offered through Simulated Workplace in block release mode and will incorporate hands on practical activities.		
School or Cluster	OLSH Thamarrur years 9 - 12		
Location	Wadeye		

CODE	UNIT NAME	Nominal Hours
AURAEA1001	Identify environmental requirements in an automotive workplace	25
AURASA1001	Apply automotive workplace safety fundamentals	10
<b>Continued on next page</b>		



AURETR1003	Apply automotive electrical system fundamentals	10
AURKLA1001	Apply automotive mechanical system fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTA1002	Carry out workshop practice activities	10
AURTTA1003	Use and maintain basic measuring devices	15
AURTTE1003	Remove and tag engine system components	15
	<b>TOTAL HOURS</b>	<b>120</b>

*Please note: Changes may occur these units and hours due to the scheduled implementation of a new National Training Package in 2016 still waiting final approval.*

OLSH Thumarrur Catholic College Contacts

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## Ngukurr

<b>Trades Entry White Card – Skill Set from CPC20211</b>			
<b>Funding Source 11N students 10 x 6 = 60</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	No Skill Sets	Total nominal hours	6
Program Duration	Block	Is a second program to be offered in semester 2	Possible
Training Delivery Strategy	This program will be offered through a workshop intensive and will incorporate hands on practical activities.		
School or Cluster	Ngukurr Schools years 9 – 12		
Location	Ngukurr		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
CPCCOHS1001A	Work safely in the construction industry	6
	<b>TOTAL HOURS</b>	<b>6</b>

<b>Working at Heights – Skill Set from RII20113</b>			
<b>Funding Source 11N students 10 x 10= 200</b>			
CDU VET Delivery Team	Construction, Drafting and Industry Skills Training (Top End) #108		
Full Certificate	No Skill Sets	Total nominal hours	20
Program Duration	Block	Is a second program to be offered in semester 2	Possible
Training Delivery Strategy	This program will be offered through a workshop intensive and will incorporate hands on practical activities.		
School or Cluster	Ngukurr Schools years 9 – 12		
Location	Ngukurr		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
RIIWHS204D	Work safely at heights	20
	<b>TOTAL HOURS</b>	<b>20</b>

Ngukurr Contacts

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## Fox Education and Consultancy

<b>HLT32512 - Certificate III in Health Services Assistance</b>			
Full Certificate	Yes	Total nominal hours	468 (whole course)
Program Duration	12 week term – full year course	Is a second program to be offered in semester 2	12 week term – full year course
Training Delivery	Face to Face with 2 week work placement		
School or Cluster	TBA		
Location	Nakara Campus + work allocation		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
	<b>Core Units</b>	
BSBFLM303C	Contribute to effective workplace relationships	40
BSBMED301B	Interpret and apply medical terminology appropriately	60
HLTAP301B	Recognise healthy body systems in a health care context	70
HLTHIR301C	Communicate and work effectively in health	20
HLTIN301C	Comply with infection control policies and procedures	20
HLTWHS200A	Participate in WHS processes	20
	<b>Elective Units</b>	
BSBWOR301B	Organise personal work priorities and development	25
HLTCSD305D	Assist with client movement	20
HLTCSD208D	Transport clients	20
HLTCSD306D	Respond effectively to behaviours of concern	20
HLTHIR404D	Work effectively with Aboriginal and/or Torres Strait Islander people	20
HLTCSD304D	Support the care of clients	20
CHCICS301A	Provide support to meet personal care needs	65
HLTCSD201D	Maintain high standard of client service	30
HLTFA311A	Apply First Aid	18
	<b>TOTAL HOURS</b>	<b>468</b>

## Nhulunbuy High School

### MEM10105 - Certificate I in Engineering

Full Certificate	Part	Total nominal hours	280
Program Duration	40 weeks	Is a second program to be offered in semester 2	12 week term – full year course
Training Delivery	One day per week		
School or Cluster			
Location	Nhulunbuy		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEM14004A	Plan to undertake a routine task	10
MEM15024A	Apply quality procedures	10
MEM16007A	Work with others in a manufacturing, engineering or related environment	10
	<b>Elective Units</b>	
MEM05005B	Carry out mechanical cutting	20
MEM05013C	Perform routine manual arc welding	20
MEM07032B	Use workshop machines for basic operation	20
MEM11011B	Undertake manual handling	20
MEM14005A	Plan a complete activity	40
MEM16006A	Organise and communicate information	20
MEM16008A	Interact with computing technology	20
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operation	20
MEM50002B	Work safely on marine craft	10
MEM50003B	Follow work procedures to maintain the marine environment	10
MEM5009B	Safely operate a mechanical powered recreational boat	20
	<b>TOTAL HOURS</b>	<b>280</b>

### MEM20413 – Certificate II in Engineering Pathways

Full Certificate	Part	Total nominal hours	430
Program Duration	40 weeks	Is a second program to be offered in semester 2	No
Training Delivery	One day per week		
School or Cluster			
Location	Nhulunbuy		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEMPE005A	Develop a career plan for the engineering and manufacturing industry	20
MEMPE006A	Undertake a basic engineering project	80
MSAENV272B	Participate in environmental sustainable work practices	30
	<b>Elective Units</b>	
MEM18002B	Use power tools/hand held operations	20
MEMPE001A	Use engineering workshop machines	60
MEMPE002A	Use electric welding machines	40
MEMPE003A	Use oxy-acetylene and soldering equipment	40
MEMPE004A	Use fabrication equipment	40
MEMPE007A	Pull apart and re assemble engineering mechanics	30
MSAPCI101A	Adapt to work in industry	30
MSAPMSUP106A	Work in a team	30
	<b>TOTAL HOURS</b>	<b>430</b>

### SIT20312 – Certificate II in Kitchen Operations

Full Certificate	Part	Total nominal hours	325
Program Duration	40 weeks	Is a second program to be offered in semester 2	No
Training Delivery	One day per week		
School or Cluster			
Location	Nhulunbuy		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
BSBWOR203B	Work effectively with others	15
SITHCCC101	Use food preparation equipment	25
SITHCCC201	Produce dishes using basic methods of cookery	45
SITHCCC207	Use cookery skills effectively	50
SITHKOP101	Clean kitchen premises and equipment	13
SITXFSA101	Use hygiene practices for food safety	15
SITXINV202	Maintain the quality of perishable items	10
SITXWHS101	Participate in safe work practices	12
	<b>Electives</b>	
SITHCCC203	Produce stocks, sauces and soups	35
SITHCCC102	Prepare simple dishes	25
SITHCCC103	Prepare sandwiches	10
SITHCCC202	Produce appetisers and salads	25
SITHCCC204	Produce vegetables, fruit, egg and farinaceous dishes	45
	<b>TOTAL HOURS</b>	<b>325</b>

## SIT20213 – Certificate II in Hospitality

Full Certificate	Part	Total nominal hours	300
Program Duration	40 weeks	Is a second program to be offered in semester 2	No
Training Delivery	One day per week		
School or Cluster			
Location	Nhulunbuy		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
BSBWOR203B	Work effectively with others	15
SITHIND201	Source and use information on the hospitality industry	20
SITHIND202	Use hospitality skills effectively	0
SITXCOM201	Show social and cultural sensitivity	20
SITXCCS202	Interact with customers	20
SITXWHS101	Participate in safe work practices	10
	<b>Electives</b>	
BSBITU201A	Produce simple word processed documents	30
BSBITU202A	Create and use spreadsheets	30
SITHFAB206	Serve food and beverages	80
SITHFAB204	Prepare and serve espresso coffee	30
SITHFAB203	Prepare and serve non-alcoholic beverages	20
SITXFIN201	Process financial transactions	25
	<b>TOTAL HOURS</b>	<b>300</b>

## AHC10210 Certificate I in AgriFood Operations

Full Certificate	Yes	Total nominal hours	75
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
AHVOHS101A	Work safely	10
AHCWRK101A	Maintain the workplace	10
AHCIRG101A	Support irrigation work	15
AHCNSY101A	Support nursery work	15
AHCPGD101A	Support gardening work	10
AHCPHT101A	Support horticultural production	15
	<b>TOTAL HOURS</b>	<b>75</b>

## AHC21210 – Certificate II in Rural Operations

Full Certificate	Yes	Total nominal hours	415
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
AHCOHS201A	Participate in OHS processes	20
AHCWRK209A	Participate in environmentally sustainable work practices	20
AHCCHM201A	Apply chemicals under supervision	30
AHCPMG201A	Treat weeds	40
AHCHBR203A	Provide daily care for horses	40
AHCINF202A	Install, maintain and repair fencing	30
AHCLSK202A	Care for health and welfare of livestock	40
AHCLSK205A	Handle livestock using basic techniques	30
AHCLSK206A	Identify and mark livestock	20
AHCLSK207A	Load and unload livestock	20
AHCLSK209A	Monitor water supplies	20
AHCLSK210A	Muster and move livestock	25
AHCLSK211A	Provide feed for livestock	30
AHCMOM203A	Operate basic machinery and equipment	20
AHCWRK207A	Collect and record production data	30
	<b>TOTAL HOURS</b>	<b>415</b>

**AHC30110 – Certificate III in Agriculture**

Full Certificate	Yes	Total nominal hours	1010
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
AHCOHS301A	Contribute to OHS processes	50
AHCWRK313A	Implement and monitor environmentally sustainable work practices	50
AHCBR302A	Carry out basic hoof care procedures	50
AHCHBR304A	Educate, ride and care for horses and equipment	100
AHCHBR307A	Assess suitability of horse for stock work	60
AHCINF303A	Plan and construct conventional fencing	60
AHCLSK301A	Administer medication to livestock	80
AHCLSK305A	Maintain livestock water supplies	30
AHCLSK308A	Identify and draft livestock	40
AHCLSK309A	Implement animal health control programs	50
AHCLSK311A	Implement feeding plans for livestock	140
AHCLSK316A	Prepare livestock for completion	90
AHCLSK318A	Rear newborn and young livestock	50
AHCLSK320A	Coordinate and monitor livestock transport	60
AHCLSK323A	Maintain and monitor feed stock	60
AHCMOM304A	Operate machinery and equipment	40
	<b>TOTAL HOURS</b>	<b>1010</b>

**AUR10112 – Certificate I in Automotive Preparation**

Full Certificate	Yes	Total nominal hours	120
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	Cluster		
Location	Taminmin College and Casuarina Senior College		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
AURAEA1001	Identify requirements in an automotive workplace	25
AURASA1001	Apply automotive workplace safety fundamentals	10
AURETR1001	Apply automotive electrical system fundamentals	10
AURLTA1001	Apply automotive mechanical safety fundamentals	15
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTA1002	Carry out workshop practice activities	10

Continued on next page



AURTTE1003	Remove and tag engine system components	15
AURTTA1001	Remove and tag steering, suspension and brake system components	15
	<b>TOTAL HOURS</b>	<b>120</b>

### AUR20512 – Certificate II in Automotive Servicing Technology

Full Certificate	Yes	Total nominal hours	330
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College and Casuarina Senior College		

CODE	UNIT NAME	Nominal Hours
AURAEA2002	Apply environmental and sustainable best practice in an automotive workplace	25
AURASA2002	Apply safe working practices in an automotive workplace	20
AURAATA2001	Identify basic automotive faults using troubleshooting processes	20
AURETR2015	Inspect and service batteries	10
AURTTA2004	Carry out servicing operations	20
AURTTB2001	Inspect and service braking systems	20
AURTTTC2001	Inspect and service cooling systems	10
AURTTD2002	Inspect and service steering systems	10
AURTTD2004	Inspect and service suspension systems	10
AURTTE2004	Inspect and service engines	20
AURTTK2002	Use and maintain workplace tools and equipment	20
AURTTQ2001	Service final drive assemblies	05
AURTTQ2003	Service final drive (driveline)	05
AURETR2012	Test and repair basic electrical circuits	40
AURTTA2009	Carry out pre-repair operations (mechanical)	20
AURTTTF2001	Service petrol fuel systems	25
AURTTTF2002	Service diesel fuel injection systems	20
AURTTX2002	Inspect and service transmissions (manual)	10
AURTTX2003	Inspect and service transmissions (automatic)	10
AURTTX2005	Inspect and service clutch systems	10
	<b>TOTAL HOURS</b>	<b>330</b>

**BSB10115 – Certificate I in Business**

Full Certificate	Yes	Total nominal hours	155
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBADM101	Use business equipment and resources	15
BSBCMM101	Apply basic communication skills	40
BSBITU101	Operate a personal computer	20
BSBITU102	Develop keyboard skills	40
BSBWOR202	Organise and complete daily work activities	20
	<b>TOTAL HOURS</b>	<b>155</b>

**BSB20115 – Certificate II in Business**

Full Certificate	Yes	Total nominal hours	395
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	School Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
BSBITU307	Develop keyboarding speed and accuracy	50
BSBWOR202	Organise and complete daily work activities	20
BSBWOR204	Use business technology	20
BSBITU203	Communicate electronically	20
BSBITU202	Create and use spreadsheets	30
BSBINM202	Handle mail	15
FNSACC301	Process financial transactions and extract interim reports	60
BSBITU201	Produce simple word processed documents	60
BSBCUS201	Deliver a service to customers	40
BSBINM201	Process and maintain workplace information	30
BSBIND201	Work effectively in a business environment	30
	<b>TOTAL HOURS</b>	<b>395</b>

**BSB30415 – Certificate III in Business Administration**

Full Certificate	Yes	Total nominal hours	515
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	Cluster		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
BSBWHS201	Contribute to health and safety of self and others	20
<b>Continued on next page</b>		

BSBITU307	Develop keyboarding speed and accuracy	50
BSBADM307	Organise schedules	15
BSBITU302	Create electronic presentation	20
BSBITU303	Design and produce text	90
BSBITU304	Produce spreadsheets	35
BSBITU306	Design and produce business documents	80
BSBITU309	Produce desktop published documents	50
BSBWRT301	Write simple documents	30
BSBCMM301	Process customer complaints	30
BSBCUS301	Deliver and monitor a service to customers	35
BSBINM301	Organise workplace information	30
BSBWOR301	Organise personal priorities and development	30
	<b>TOTAL HOURS</b>	<b>515</b>

**CPC10111 – Certificate I in Construction**

Full Certificate	Yes	Total nominal hours	310
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	Cluster – Taminmin College and Casuarina College (Semester 2 only)		
Location	Taminmin College and Casuarina Senior College (Semester 2 only)		

CODE	UNIT NAME	Nominal Hours
CPCCCM1011A	Undertake basic estimation and costing	16
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communication	20
CPCCCM1015A	Carry out measurements and calculations	20
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM2004A	Handle construction materials	16
CPCCCM2005B	Use construction tools and equipment	96
<b>Continued on next page</b>		

CPCCOHS1001A	Work safely in the construction industry	06
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCVE1011A	Undertake a basic construction project	40
	<b>TOTAL HOURS</b>	<b>310</b>

### CPC20112 – Certificate II in Construction

Full Certificate	Yes	Total nominal hours	440
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communication	20
CPCCCM1015A	Carry out measurements and calculations	20
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM2005B	Use construction tools and equipment	96
CPCCCM2006B	Apply basic levelling procedures	08
CPCCCM2010B	Work safely at heights	08
CPCCC02013A	Carry out concreting to simple forms	20
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCCM2002A	Carry out excavation	16
CPCCCM2007B	Use explosive power tools	16
CPCCCM2008B	Erect and dismantle restricted height scaffolding	40
CPCCSF2004A	Place and fix reinforcement materials	80
MEM05050B	Perform routine gas metal arc welding	20
	<b>TOTAL HOURS</b>	<b>440</b>

### MEM10105 Certificate I in Engineering

Full Certificate	Yes	Total nominal hours	250
Program Duration	1 Semester	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEM14004A	Plan to undertake a routine task	10
MEM15024A	Apply quality procedures	10
MEM16007A	Work with others in a manufacturing, engineering or related environment	10
MEM05050B	Perform routine metal gas welding (2)	20
MEM05004C	Perform routine oxy acetylene welding (2)	20
MEM05007C	Perform manual heating and thermal cutting (2)	20
MEM05012C	Perform routine manual metal arc welding (2)	20
MEM06007B	Perform basic incidental heat/quenching, tempering and annealing (2)	20
MEM11011B	Undertake manual handling (2)	20
MEM12023A	Perform engineering measurements (2)	30
MEM14005A	Perform a complete activity (4)	20
<b>Continued on next page</b>		

MEM18001C	Use hand tools (2)	20
MEM18002B	Use power tools/hand operations (2)	20
	<b>TOTAL HOURS</b>	<b>250</b>

<b>MEM20413 Certificate II in Engineering Pathways</b>			
Full Certificate	Yes	Total nominal hours	410
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEMPE005A	Develop a career plan for the engineering and manufacturing industry	20
MEMPE006A	Undertake a basic engineering project	80
MSAENV272B	Participate in environmentally sustainable work practices	30
MEM16006A	Organise and communicate information	20
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operations	20
MEMPE001A	Use engineering workshop machines	60
MEMPE002A	Use electric welding machines	40
MEMPE003A	Use oxy-acetylene and soldering equipment	40
MEMPE004A	Use fabrication equipment	40
MSAPMDUP106A	Work in a team	30
	<b>TOTAL HOURS</b>	<b>410</b>

**MSA10107 \_ Certificate I in Manufacturing (Pathways) *subject to registration with ASQA***

Full Certificate	Yes	Total nominal hours	180/210
Program Duration	1 Semester	Is a second program to be offered in semester 2	Yes
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
MSAPCI101A	Adapt to work in industry	30
MSAPCI102A	Apply effective work practices	40
MSAPCI103A	Demonstrate care and apply safe practices at work	30
MSAPCII298A	Make an object from metal	0
PMBPROD240C	Cut materials	30
<b>Continued on next page</b>		

MEM05012C	Perform routine manual arc welding	20
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operations	20
MEM05050B	Perform routine gas metal arc welding	20
	<b>TOTAL HOURS</b>	<b>180</b>
<b>The following unit of competency will replace the elective MEM18001C – Use hand tools for students wanting to pursue Artistic Welding</b>		
CUVJWL201	Develop jewellery making skills	50
	<b>TOTAL HOURS</b>	<b>210</b>

**RGR10108 – Certificate I in Racing (Stablehand)**

Full Certificate	Yes	Total nominal hours	250
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
RGRCMN201A	Follow OHS procedures and observe environmental work practices	40
RGRPSH101A	Catch and handle quiet horses under supervision	70
RGRPSH102A	Perform basic stable duties	80
RGRCMN002A	Investigate job opportunities in racing and related industries	10
RGRPSH205A	Perform basic riding tasks	50
	<b>TOTAL HOURS</b>	<b>250</b>

**RGR20108 – Certificate II in Racing (Stablehand)**

Full Certificate	Yes	Total nominal hours	428
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
HLTFA301B	Apply first aid	18
PUACOM001C	Communicate in the workplace	30
RGRCMN001A	Comply with the rules of racing and related protocols	40
RGRCMN002A	Investigate job opportunities in racing and related industries	10
RGRCMN201A	Follow OHS procedures and observe environmental work practices	40
RGRCMN202A	Achieve requirements for industry induction	30
RGRPSH201A	Handle horses	70
RGRPSH202A	Assist with transportation of horses	20
RGRPSH207A	Perform stable duties	40
RGRPSH208A	Attend horses at trackwork	30
RGRPSH209A	Attend horses at race meetings and trials	30
RGRCMN003A	Manage personal health and fitness	20
RGRPSH205A	Perform basic riding tasks	50
	<b>TOTAL HOURS</b>	<b>428</b>

**SIR1012 – Certificate I in Retail**

Full Certificate	Yes	Total nominal hours	190
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
SIRXCOM101	Communicate in the workplace to support team and customer outcomes	40
SIRXIND101	Work effectively in a customer service environment	45
SIRXWHS101	Apply safe work practices	20
SIRXCLM101	Organise and maintain work areas	20
SIRXIND102	Plan a career in the retail industry	20
SITHFAB204	Prepare and serve espresso coffee	30
SITXFSA101	Use hygienic practices for food safety	15
	<b>TOTAL HOURS</b>	<b>190</b>

**SIR10212 – Certificate I in Hospitality**

Full Certificate	Yes	Total nominal hours	112
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITXCCS101	Provide information and assistance	20
SITXWHS101	Participate in safe work practices	12
SITHCCC101	Use food preparation equipment	25
SITXFSA101	Use hygienic practices for food safety	15
SITHCCC102	Prepare simple dishes	25
	<b>TOTAL HOURS</b>	<b>112</b>

**SIT20312 – Certificate II in Kitchen Operations**

Full Certificate	Yes	Total nominal hours	355
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Face to face, simulated work environment		
School or Cluster	School – Taminmin College		
Location	Taminmin College		

CODE	UNIT NAME	Nominal Hours
BSBWOR203B	Work effectively with others	15
SITHCCC101	Use food preparation equipment	25
SITHCCC201	Produce dishes using basic methods of cookery	45
SITHCCC207	Use cookery skills effectively	50
SITHKOP101	Clean kitchen premises and equipment	13
SITXFSA101	Use hygienic practises for food safety	15
SITXINV202	Maintain the quality of perishable items	10
SITXWHS101	Participate in safe work practices	12
SITHCCC102	Prepare simple dishes	25
SITHCCC202	Produce appetisers and salads	25
SITHCCC203	Produce stocks, sauces and soups	35
SITHCCC204	Produce vegetable, fruit, egg and farinaceous dishes	45
SITXFSA201	Participate in safe handling practices	40
	<b>TOTAL HOURS</b>	<b>355</b>



## Transforming Training

<b>CPC10111 – Certificate I in Construction</b>			
Full Certificate	Yes	Total nominal hours	322
Costs	Cost of safety gear from \$375 (and \$75 extra per uniform). Enrolment in this course automatically includes enrolment in Cert I Engineering MEM10105 and Cert I Resources and Infrastructure Operations RII10113		
Program Duration	1 Year	Is a second program to be offered in semester 2?	No
Training Delivery	<ul style="list-style-type: none"> <li>This course is delivered on Wednesdays.</li> <li>Cert I in Construction is clustered with common units in Cert I in Resources and Infrastructure Operations (RII101130 for delivery and assessment</li> <li>Students will be training on-the-job OR in a simulated workplace setting where necessary.</li> <li>Off the job training will be done in the Trade Training Centre under the supervision of a trainer. Work simulation projects are typical construction of fabrication jobs which provide skills and expertise. Projects may include volunteer jobs to assist with local community needs.</li> </ul>		
School or Cluster	All senior schools in the greater Darwin area		
Assessment Strategy	Assessment will be through a mixture of practical observations, practical tests, theory tests and SWP assessment.		
Location	Trade Training Centre, Marrara Christian College		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
	<b>Core Units</b>	
CPCCCM1012A	Work effectively and sustainably in the construction industry	20
CPCCCM1013A	Plan and organise work	20
CPCCCM1014A	Conduct workplace communication	20
CPCCCM2001A	Read and interpret plans and specifications	36
CPCCCM2005A	Use construction tools and equipment	96
CPCCOHS1001A	Work safely in the construction industry	6
CPCCOHS2001A	Apply OHS requirements, policies and procedures in the construction industry	20
CPCCVE1011A	Undertake a basic construction project	40
	<b>Elective Units</b>	
CPCCCM1015A	Carry out measurements and calculations	20
CPCCCM2004A	Handle construction materials	16
CPCCCM2006B	Apply basic levelling procedures	8
MEM05007C	Perform manual heating and thermal cutting	20
	<b>TOTAL HOURS</b>	<b>322</b>

## MEM10105 - Certificate I in Engineering

Full Certificate	Yes	Total nominal hours	290
Program Duration	1 Year	Is a second program to be offered in semester 2?	Mid-year intake based on need and availability
Costs	Cost of safety gear from \$375 (and \$75 extra per uniform). Enrolment in this course automatically includes enrolment in Cert I Construction CPC10111 and Cert I Resources and Infrastructure Operations RII10113.		
Training Delivery	<ul style="list-style-type: none"> <li>This course is delivered on Wednesdays</li> <li>Cert I in Engineering is clustered with common units in Cert I in Resources and Infrastructure Operation (RII10113) for delivery and assessment.</li> <li>Students will be training off the job and in a simulated workplace setting where necessary.</li> </ul> <p>Off the job training will be done in the Trade Training Centre under the supervision of a trainer. Work simulation projects are typical construction or fabrication jobs which provide skills and expertise. Projects may include volunteer jobs to assist with a community need.</p>		
School or Cluster	Cluster		
Assessment Strategy	Assessment will be through a mixture of practical observation, practical tests, theory tests and SWP assessment		
Location	Trade Training Centre, Marrara Christian College		

CODE	UNIT NAME	Nominal Hours
MEM13014A	Apply principles of occupational health and safety in the work environment	10
MEM14004A	Plan to undertake a routine task	10
MEM15024A	Apply quality procedures	20
MEM16007A	Work with others in a manufacturing, engineering or related environment	20
<b>Elective Units</b>	<i>Electives to be completed must total a minimum of 24 points</i>	
MEM03001B	Perform manual production assembly	40
MEM14005A	Plan to complete an activity	20
MEM05007C	Perform manual heating and thermal cutting	20
MEM05012C	Perform routine manual metal arc welding	20
MEM15002A	Apply quality systems	20
MEM11010B	Undertake manual handling	20
MEM12023A	Perform engineering measurements	30
MEM12024A	Perform computations	30
MEM16006A	Organise and communicate information	20
MEM18001C	Use hand tools	20
MEM18002B	Use power tools/hand held operations	20
	<b>Total</b>	<b>290</b>

<b>RII10113 - Certificate I in Resources and Infrastructure Operations</b>			
Full Certificate	Yes	Total nominal hours	238
Program Duration	1 Year	Is a second program to be offered in semester 2	Mid-year intake based on need and availability
Training Delivery	<ul style="list-style-type: none"> <li>• This course is delivered on Wednesdays</li> <li>• Cert I Resources and Infrastructure Operation is clustered with common units in EITHER Cert I in Engineering (MEM10105) OR Cert I in Construction (CPC10111) for delivery and assessment.</li> <li>• Students will be training on-the-job and in a simulated workplace setting where necessary.</li> <li>• Off the job training will be done in the Trade Training Centre under the supervision of a trainer. Work simulation projects are typical construction or fabrication jobs which provide skills and expertise. Projects may include volunteer jobs to assist with a community need.</li> </ul>		
School or Cluster	Cluster		
Assessment Strategy	Assessment will be through a mixture of practical observation, practical tests, theory tests and SWP assessment		
Location	Trade Training Centre, Marrara Christian College		

<b>CODE</b>	<b>UNIT NAME</b>	<b>Nominal Hours</b>
RIICOM201D	Communicate in the workplace	20
RIIWHS201D	Work safely and follow OHS policies and procedures	20
	<b>Elective Units</b>	
RIICCM201D	Carry out measurements and calculations	20
HLTAID003	Provide First Aid	18
RIICCM203D	Read and interpret plans and specifications	40
RIISAM203D	Use hand and power tools	80
MEM05007C	Perform manual heating and thermal cutting	20
	<b>TOTAL HOURS</b>	<b>238</b>

**NOTE:**

Cert II in Construction and Cert II in Engineering are ONLY offered to students enrolled in the TTC at MCC

<b>CHC22015 - Certificate II in Community Services</b>			
<b>Option 1 (Education and Early Childhood pathways)</b>			
Full Certificate	Yes	Total nominal hours	400
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	This course is delivered on Tuesdays throughout the year. It includes industry exposure across early childhood and school support area via work placement [a minimum one week for 2 terms (10 full days) School based apprenticeships are available.		
Assessment Strategy	Assessment throughout the course and is based on collaborative and consolidative projects to enhance the learning experience of the student/trainees		
School or Cluster	Cluster		
Location	Transforming Training office Marrara		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
CHCCOM001	Provide first point of contact	NYA
CHCCOM005	Communicate and work in health or community services	NYA
CHCDIV001	Work with diverse people	NTA
HLTWHS001	Participate in workplace health and safety	NYA
BSBWOR202	Organise and complete daily work activities	NYA
	<b>Elective Units</b>	
CHCDIV002	Promote Aboriginal and /or Torres Strait Islander cultural safety	NYA
CHCECE002	Ensure the health and safety of children	63
CHCPRT001	Identify and respond to children and young people at risk	40
HLTAID004	Provide an emergency first aid response in an education and care setting	20
BSBWOR201	Manage personal stress in the workplace	
<b>Foundation Skills units from the list below selected depending on LLN outcomes of class</b>		
FSKDIG03	Use digital technology for routine workplace tasks	15
FSKLRG09	Use strategies to respond to routine workplace problems	15
FSKLRG11	Use routine strategies for work related learning	10
FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work	10
FSKOCM07	Interact effectively with others at work	10
FSKRDG10	Read and respond to routine workplace information	15
FSKWTG09	Write routine workplace texts	15
	<b>TOTAL HOURS</b>	<b>398</b>

## CHC22015 - Certificate II in Community Services

### Option 2 (Healthcare, Disabilities, Nursing and other Health pathways)

Full Certificate	Yes	Total nominal hours	400
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	This course is delivered on Mondays throughout the year. It includes industry exposure across early childhood and school support area via work placement [a minimum one week for 2 terms (10 full days) School based apprenticeships are available.		
Assessment Strategy	Assessment throughout the course and is based on collaborative and consolidative projects to enhance the learning experience of the student/trainees		
School or Cluster	Cluster		
Location	Transforming Training office Marrara		

CODE	UNIT NAME	Nominal Hours
	<b>Core Units</b>	
CHCCOM001	Provide first point of contact	NYA
CHCCOM005	Communicate and work in health or community services	NYA
<b>Continued on next page</b>		

CHCDIV001	Work with diverse people	NTA
HLTWHS001	Participate in workplace health and safety	NYA
BSBWOR202	Organise and complete daily work activities	NYA
<b>Elective Units</b>		
CHCDIV002	Promote Aboriginal and /or Torres Strait Islander cultural safety	NYA
CHCECE002	Ensure the health and safety of children	63
CHCPRT001	Identify and respond to children and young people at risk	40
HLTAID004	Provide an emergency first aid response in an education and care setting	20
BSBWOR201	Manage personal stress in the workplace	
<b>Foundation Skills units from the list below selected depending on LLN outcomes of class</b>		
FSKDIG03	Use digital technology for routine workplace tasks	15
FSKLRG09	Use strategies to respond to routine workplace problems	15
FSKLRG11	Use routine strategies for work related learning	10
FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work	10
FSKOCM07	Interact effectively with others at work	10
FSKRDG10	Read and respond to routine workplace information	15
FSKWTG09	Write routine workplace texts	15
	<b>TOTAL HOURS</b>	<b>398</b>

### CHC30113 – Certificate III in Early Childhood Education and Care

(For year 12 students only who have completed the Cert II in Community Services or other suitable qualification)

Full Certificate	Yes	Total nominal hours	850 Approx
Program Duration	1 Year	Is a second program to be offered in semester 2	No
Training Delivery	Depending on enrolments, the course could be delivered on a full day, Wednesdays. Students must spend 2 days /week in a workplace. School based apprenticeships are available.		
Assessment Strategy	All competencies require completion of the following assessment tools: <ul style="list-style-type: none"> <li>• Questions and answers</li> <li>• Project / case study / scenario</li> <li>• Third party evidence</li> <li>• Workplace observation</li> </ul>		
School or Cluster	Cluster		
Location	Transforming Training office, Marrara		

CODE	UNIT NAME	Nominal Hours
<b>Core Units</b>		
CHCDIV002	Promote Aboriginal and or Torres Strait Islander cultural safety	NYA
CHCECE001	Develop cultural competence	70
CHCECE002	Ensure the health and safety of children	63
CHCECE003	Provide care for children	70

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CHCECE004	Promote and provide healthy food and drinks	35
CHCECE005	Provide care for babies and toddlers	60
CHCECE007	Develop positive and respectful relationships with children	70
CHCECE009	Use an approved learning framework to guide practice	70
CHCECE010	Support the holistic development of children in early childhood	70
CHCECE011	Provide experience to support children's play and learning	40
CHCECE013	Use information about children to inform practice	40
CHCLEG001	Work legally and ethically	NYA
CHCPRT001	Identify and respond to children and young people at risk	40
HLTAID004	Provide an emergency first aid response in an education and care setting	20
HLTWHS001	Participate in work health and safety	20
	<b>Elective Units</b>	
CHCECE006	Support behaviour of children and young people	30
CHCORG303A	Participate effectively in the work environment	20
CHCPRT003	Work collaboratively to maintain an environment safe for children and young people	50
	<b>Total</b>	<b>NYA</b>