



2025 VETDSS STUDY GUIDE

CARNARVON



DISCLAIMER

- Course information and content contained in this document are correct at the time of printing.
- Course information is subject to change without notice.
- Commencement of courses is subject to funding, staffing and overall student interest.

IT ALL STARTS HERE.

Vocational Education and Training (VET) prepares you with the knowledge and skills you need in a rapidly evolving employment environment. At CR TAFE it is our commitment to help you succeed in every way possible.

CONTENTS

Whoever You Want to Be	Page 4
Pathways	Page 5
About VETDSS	Page 6
Entrance Requirements	Page 8
Information for Students, Parents and Guardians	Page 9
VETDSS Qualifications Delivered at CR TAFE Carnarvon	Page 11
PATiS (Pre-Apprenticeship/Traineeship in School)	Page 14
VETDSS Qualifications Delivered Virtually	Page 17
VETDSS Qualifications Delivered Online (All Schools)	Page 19
Contact	Back Page

WHOEVER YOU WANT TO BE.

Ask yourself:

1. What am I passionate about?
2. What are my strengths?
3. What careers will allow me to follow my passion and develop my strengths?
4. How can I get a better understanding of different career opportunities?
5. What job opportunities will there be in the future?
6. What qualification will help me get the job I want?
7. What are my long-term goals?

We help you get to where you want to be in the future, supporting you every step of the way.

Central Regional TAFE's industry-experienced staff are dedicated to your success, helping you find a VETDSS pathway or Pre-Apprenticeship, and Traineeship in School (PATiS) program that best suits you.

Working closely with industry partners and the community, we provide every opportunity for you to achieve your goals. This ensures our training is cutting edge, and our graduates are highly skilled and ready for tomorrow's workforce.

Did you know?

89% of 2023 TAFE graduates in Australia are satisfied with their training.*

The majority of 2023 TAFE graduates were not only satisfied with their training, but gained employment after training as well.†

9/10 jobs predicted to be created between 2022-2026 will require a post-secondary school qualification.‡

*VET Student Outcomes, NCVER, 2023

†VET Student Outcomes, NCVER 2023

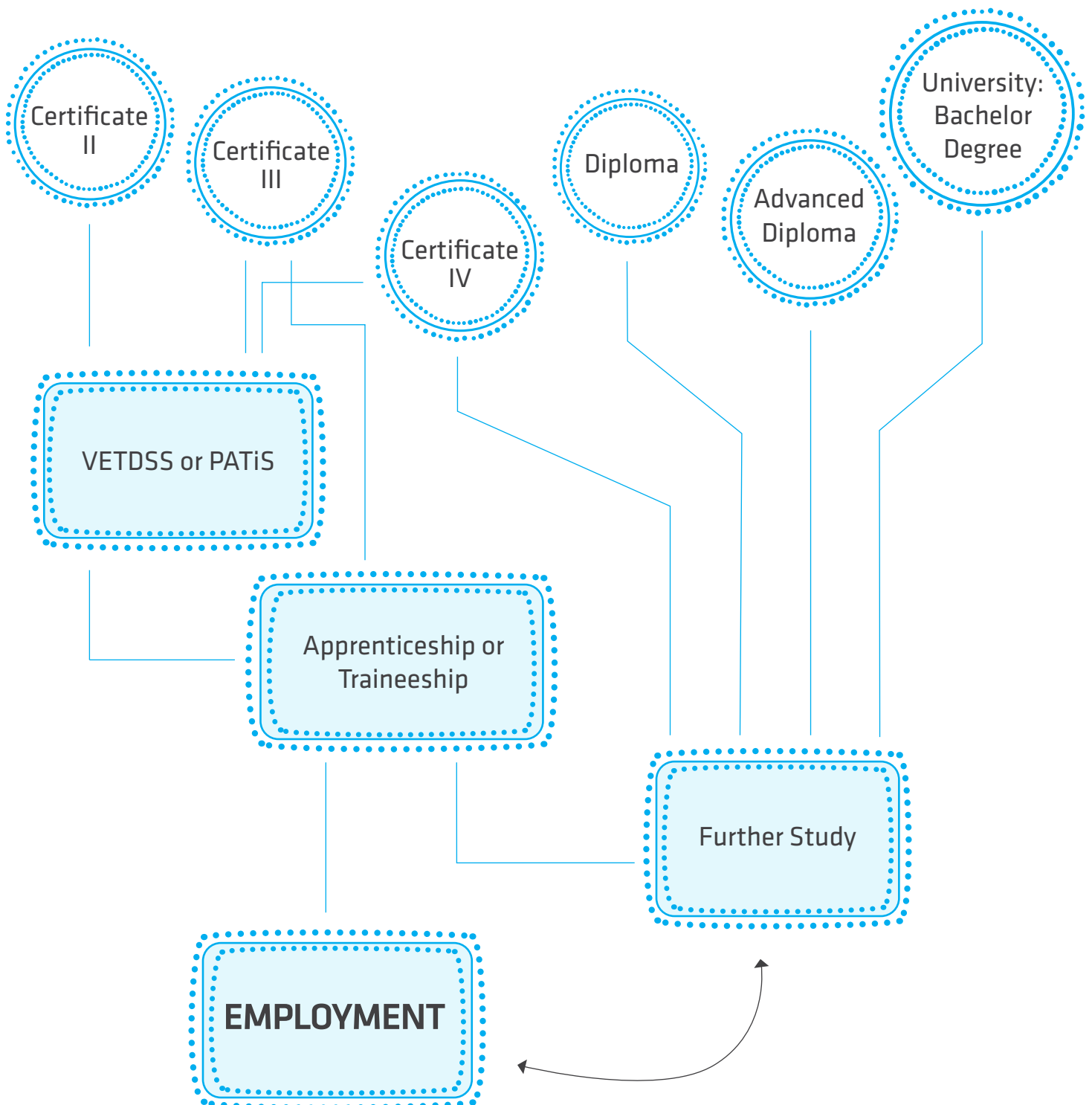
‡Projecting Employment to 2026, NSC 2022

PATHWAYS

Whatever your career goal is, training at CR TAFE will help you get there, whether you are studying a Certificate, a Diploma qualification, or a Degree and beyond.

Perhaps getting an apprenticeship or traineeship is your goal? By studying a VETDSS qualification, you will have an advantage.

Even if you change your mind along the way, rest-assured the time spent completing your vocational education and training was worth it.





ABOUT VETDSS

VETDSS Pathways are the perfect introduction into the world of work.

Learn practical skills in Years 11 and 12 while gaining an insight into what to expect in the workplace.

Success in your program can lead to employment or give you a head start in other nationally recognised qualifications. Some higher-level qualifications even offer pathways into higher education and university studies.

VOCATIONAL EDUCATION AND TRAINING (VET) DELIVERED TO SECONDARY STUDENTS

VETDSS courses are designed for students who are still at high school but would like to start working or studying in a specific field. You can complete full vocational qualifications in addition to your WACE.

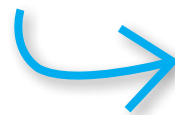
Vocational courses provide training options to progress into the world of work after high school, and offer a different pathway to university, apprenticeships and other higher qualifications.

For more information on how a VET qualification can be a unique and alternative pathway into university, scan the QR code below.

We work closely with regional secondary schools to offer a wide range of programs including Pre-Apprenticeship/Traineeship in School (PATiS) and higher qualifications.



SCAN ME



There is no doubt employers look favourably at the candidate who has a proven track record of study, demonstrated the capacity to apply themselves to a formal TAFE course and understands the practices and terminology associated with the trade in question.



ENTRANCE REQUIREMENTS

HOW TO APPLY

A student may select the course they want to study in conjunction with their parent/guardian and School VET Coordinator, who will issue the required application form.

Applicants are required to attach:

- Copies of most recent school reports;
- Letter of application; and
- Any supporting documentation (for example, work placement reports, references, awards).

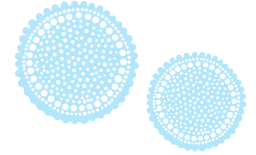
After completing the application form, ensure you and your parent/guardian sign and return the form to your School VET Coordinator.

FEES AND CHARGES

Secondary school students participating in a VETDSS program as part of their secondary education are exempt from course and resource fees, however, depending on the chosen course, students may be required to purchase protective clothing, uniforms, text books, USBs, student cards and equipment at their own cost.

Specific information regarding fees and charges (if required) will be outlined for each qualification.

INFORMATION FOR STUDENTS, PARENTS AND GUARDIANS



INDUCTION AND ATTENDANCE

The student orientation day provides students with further information about scheduled classes, activities and a chance to meet the lecturer and have a tour around campus.

Students are responsible for ensuring their attendance in class and notifying their lecturers if they are unable to attend or running late.

Attendance is recorded and all absences are sent to parents via SMS message and communicated to the student's school on the same day. Repeated absences may result in a school being contacted regarding a student's continuation in the program.

CLASSROOM AND TAFE ENVIRONMENT

CR TAFE is an adult learning environment with a focus on developing skills and knowledge to the standard required in the workplace. This means:

- Students are responsible for their own learning and are expected to manage their workload, and seek assistance from lecturers when needed.
- Learning activities at CR TAFE are not limited to lessons in a classroom environment and may include: lectures, tutorials, online learning, work placements, assessments, research, project work, group work or workshops.
- Course hours include a wide range of delivery and assessment activities and may not always be used for classroom teaching.
- Students under 18 years of age share CR TAFE facilities with adult students.

- Some courses are delivered across more than one campus or involve a workplace. Parents/guardians are responsible for their child's travel arrangements to and from the campus or workplace.
- Students may be required to complete assessment tasks/assignments outside of their scheduled timetable. Some of these assessment tasks/assignments are undertaken in the community.

SUPERVISION

While attending CR TAFE, you are under the supervision of your lecturer taking the class. You will not be supervised during break times. You are expected to remain within the College grounds unless you provide your lecturer with written notification from a parent or the school that you intend to leave the College earlier than the advertised class finish time.

EXCURSIONS

CR TAFE provides parents/guardians with information on excursions prior to the event. Written parental consent will be sought for students under 18 to participate in excursions away from CR TAFE premises. If parental consent is not given, your child will not be able to attend the excursion and CR TAFE will not provide an alternative supervised activity. Students may be required to make their own way to excursions. In these situations parents/guardians will be responsible for organising transport to and from excursions.

HEALTH AND SAFETY

CR TAFE strives to provide an environment that supports the health and well-being of all students by:

- Following the relevant WHS policy, guidelines and practices.
- Providing designated first-aid officers, available to students at all campuses.
- Providing assistance and if necessary, arranging for qualified medical personnel in case of an emergency.
- Promoting a friendly and inclusive environment where bullying or any form of harassment are not accepted. Any student experiencing bullying or harassment of any kind should inform a CR TAFE staff member immediately.
- Ensuring all relevant staff have a Working with Children Check subject to the Working with Children (Criminal Record Checking) Act 2004.
- Implementing the Emergency Response Plan in case of an emergency.
- Providing parents/guardians with a copy of an Accident/Incident report if their child is seriously injured.

INSURANCE

Students are not covered for Personal Accident or any loss or damage to property whilst on a CR TAFE campus.

However, CR TAFE does hold cover with the Insurance Commission of WA (RiskCover) that provides Personal Accident cover for students who are undertaking unpaid work experience that is allocated or arranged by CR TAFE. Personal Accident cover is also extended to those students attending any official College camp, excursion, trip or other off campus activity (excluding sports days other than interstate sporting events, carnivals or national championships) which is approved and organised by CR TAFE.

The responsibility is placed on parents/guardians in relation to whether they arrange their own Personal Accident insurance or private health cover for their child if they believe CR TAFE coverage is not adequate.





ON CAMPUS AT
CR TAFE CARNARVON



BUILDING & CONSTRUCTION

CPC20220 | Certificate II in Construction Pathways [AC61]*

Year 12s not currently enrolled in any alternative VETDSS program will receive priority.

When you complete a Certificate II in Construction Pathways, you can seek an apprenticeship in the building and construction industry in your chosen trade stream and gain credit towards an apprenticeship for completed subjects.

The first stage of the course has units common to several construction trades, providing a great introduction to the industry, its culture, occupations, job roles and workplace expectations.

The elective units of competency are carpentry based, covering Work Health and

Safety requirements, the industrial and work organisation structure, communication skills, work planning, and the basic use of tools and materials. You will gain full industry experience whilst on work placement.

Develop skills in:

- General construction techniques
- Working as part of a team
- Work safely in the construction industry
- Using a variety of construction tools and equipment.

CAREER OPPORTUNITIES

On completion of this course, you may be able to seek an apprenticeship in the construction industry.

COURSE PATHWAYS

Apprenticeship in the construction industry.

Certificate III qualifications in the construction industry.

*Subject to numbers



RURAL OPERATIONS

AHC21216 | Certificate II in **Rural Operations***

This is an 18 month course spanning Year 11 and 12, and therefore applications will only be taken from those students commencing Year 11 in 2024. This qualification is great for students wanting to try their hand at a range of skills useful in the Agriculture and Horticultural industries and beyond, providing you with the basic skills to work across rural and regional Australia.

Up to three streams will be offered to students, depending on the interest of students for each stream. Whilst many of the units in the Rural Operations qualification will be the same across all three streams (including how to operate machinery, how to safely use manual and power tools and how to capture images using drone technology), each stream will be

differentiated by the following course units:

- **Horticulture stream** - Operate tractors; plant horticultural crops; assist with pressurised irrigation operations; and maintain properties and structures.
- **Machinery stream** - Operate tractors; conduct civil construction skid steer loader operations; conduct hydraulic excavator operations; and operate basic machinery and equipment.
- **Balanced stream** - Conduct civil construction skid steer loader operations; assist with pressurised irrigation operations; handle horses safely; and maintain properties and structures.

CAREER OPPORTUNITIES

Successful completion of this qualification can lead you to an exciting path from Stockman/Farmhand to station/Farm manager.

COURSE PATHWAYS

AHC30722 | Certificate III in Horticulture.

AHC30122 | Certificate III in Agriculture.

AHC40422 | Certificate IV in Horticulture.

*Subject to numbers



**PRE-
APPRENTICESHIP/
TRAINEESHIP IN
SCHOOL (PATIS)**



RETAIL

SIR20216 | Certificate II in Retail Services (Traineeship)

Gain a competitive advantage with a Certificate II in Retail Services Traineeship. With this qualification you will learn how to merchandise, market, sell, and control stock. It will equip you with skills in customer service, advising customers, theft minimisation and give you an insight into the global world of sales with online shopping.

This qualification involves online learning and workplace demonstration of practical skills. Students are responsible for their own paid or voluntary workplace arrangements.

CAREER OPPORTUNITIES

Sales Assistant, Shop
Assistant, Customer Service
Assistant, Point-of-Sale
Operator

COURSE PATHWAYS

SIR30216 | Certificate III in
Retail.
SIR40316 | Certificate IV in
Retail Management



VIRTUAL DELIVERY

FOR ALL SCHOOLS, FROM GERALDTON



CHC30121 | Certificate III in
Early Childhood Education and Care
(For Year 11s)

If you are looking to work in the exciting and rewarding children's services industry, then this nationally accredited qualification is for you.

This qualification will give you industry exposure and a strong theoretical and practical foundation, ensuring you achieve the high levels of professionalism needed to excel in the childcare industry.

Gain skills in caring for children, applying health and hygiene principles, understanding legal and ethical requirements, providing nutritional needs for babies and children, developing and

implementing play experiences, understanding child development stages, working with families and working effectively in a team environment.

Upon completion of Certificate III in Early Childhood Education and Care, you will be eligible to enrol into the (CHC50121) Diploma of Early Childhood Education and Care. This program is also an alternative pathway to university.

There is a mandatory 160 hours of work in a regulated children's education and care service for this qualification.

CAREER OPPORTUNITIES

Successful completion of this qualification provides you with the opportunity to become a Childhood Educator, Childcare Assistant, Nanny or Family Day Carer.

COURSE PATHWAYS

CHC50121 | Diploma of Early Childhood Education and Care.



ONLINE DELIVERY

FOR ALL SCHOOLS



52895WA | Certificate IV in
Preparation for Health and Nursing Studies

This course is designed to give students wanting to enter a nursing and health program a competitive edge.

Gain the knowledge and skills to transition into studying at a Diploma level in the future. This course will develop your knowledge in anatomy and physiology, microbiology, medical terminology, applied mathematics, physics and chemistry.

Upon completion, you will be eligible for entry into (HLT54121) Diploma of Nursing and other health programs.

Please note: there are additional requirements for entrance into the (HLT54121) Diploma of Nursing qualification. Refer to the course information for the Diploma of Nursing for more information.

CAREER OPPORTUNITIES

Prepare for a career in health or nursing related occupations (after further study).

COURSE PATHWAYS

HLT54121 | Diploma of Nursing.

HLT52021 | Diploma of Remedial Massage.

Bachelor of Nursing (Registered Nursing).



TOURISM

SIT20122 | Certificate II in **Tourism** (For Year 11s and 12s)

Give people experiences they will never forget. Make a career of giving people the best time of their lives, anywhere in the world.

If you like the idea of working with people from different countries and cultures, this qualification will give you the skills to get your journey started and potentially take you around the world.

You will gain an understanding of the tourism industry and start on your pathway to develop the skills needed to interact with customers, advise on products and services, source and use information and work in a team environment.

CAREER OPPORTUNITIES

Museum Attendant, Visitor Centre Assistant, Receptionist and office Assistant in a travel agency; Retail Sales Assistant in an attraction; Office Assistant for a conference organiser or Event Management business.

Employment opportunities are enhanced with further study.

COURSE PATHWAYS

SIT30122 | Certificate III in Tourism

SIT30322 | Certificate III in Guiding

SIT40122 | Certificate IV in Travel and Tourism



BUSINESS

BSB20120 | Certificate II in **Workplace Skills**

In this qualification you will gain the skills to get started in an entry-level clerical or administrative role for a variety of workplaces.

This qualification is suitable for individuals who have not yet entered the workforce and are wanting to develop the necessary skills in preparation for work.

Gain skills in:

- Carrying out a range of procedural, clerical and administrative tasks
- Workplace health and safety
- Communication skills and more.

CAREER OPPORTUNITIES

Clerical Worker, Administration Assistant, Office Junior, Receptionist, or Data Entry Operator.

COURSE PATHWAYS

BSB30120 | Certificate III in Business

BSB40120 | Certificate IV in Business.

BSB50120 | Diploma in Business.

For more information about Central Regional TAFE's
VETDSS programs, please contact:

Coordinator Education & Training Programs
VETDSS@crtafe.wa.edu.au



RTO 52789 | V.1

1800 672 700 | centralregionaltafe.wa.edu.au | info@crtafe.wa.edu.au