



Central  
Regional



Course

# Pre-Enrolment Guide

Training Area:

**Engineering**

Training Product:



# Your Future. Your Choice. Your TAFE.

Central Regional TAFE spans four regions and around 57% of Western Australia, with nine campuses delivering training that reflects the industries driving our state's economy. From the Midwest and Wheatbelt to the Gascoyne and Goldfields, our footprint is vast – and so are the opportunities.

Studying regionally connects you directly with the jobs that matter. With most agricultural, health, and construction roles based in regional WA, training close to home ensures you build skills where the demand is.

Each campus is shaped by its community and industries. Whether it's aquaculture on the coast, mining in the Goldfields, or agriculture in the Wheatbelt, we work hand-in-hand with employers to make sure your training is current, practical, and linked to real apprenticeships and work placements.

Wherever you live, your local campus is ready to help you succeed – while keeping skills, jobs, and opportunities right here in regional WA.





# Your Campus. Your Training. Your Career.

At Central Regional TAFE, it's all about you. We're here to help you shape the future you want, with the right support every step of the way.

Learn from industry experts who bring real-world knowledge into the classroom and gain the confidence and skills employers are looking for. With over 300 nationally recognised courses – from Certificate I through to Advanced Diploma – plus a wide range of short courses, there's a pathway for every ambition.

We know life is busy, so our flexible and online study options help you balance training with work, family, and everything else you've got going on. Add to that payment plans and tailored support, and achieving your goals has never been easier.

Whether you're leaving school, changing careers, or upskilling, you'll find a place at TAFE – and a pathway to a future that works for you.

Train where you live. Build real skills. Shape a future that works – with Central Regional TAFE.



# Course Information

## MEM30219 Certificate III in Engineering – Mechanical (Fitting)

<b>Release number</b>	4
<b>Required number of units for course completion</b>	29
<b>Duration</b>	4 Years total (3 years TAFE, 1 year On-the-job)
<b>Location</b>	Kalgoorlie
<b>Delivery mode</b>	Apprenticeship, face to face

### IS THIS COURSE RIGHT FOR ME?

Before you choose this course, it's a good idea to think about the skills and knowledge you might need. The information below will help you decide if the course is a good fit for you, or if there are areas where you might need some extra support.

This qualification is specifically designed for individuals undertaking an apprenticeship in the engineering mechanical trade, with a focus on mechanical fitting.

This course is ideal for you if you are:

- Currently employed as an apprentice in the mechanical fitting industry.
- Interested in developing practical, hands-on skills to build, assemble, repair and maintain mechanical equipment and products.
- Keen to work in a dynamic trade that supports construction, mining, manufacturing, and engineering industries.
- Looking to gain a nationally recognised qualification that combines structured learning with real-world experience.

You'll develop a strong foundation in both theory and practical skills through a combination of classroom-based training and on-the-job experience.

Typical work and learning activities include:

- Handling heavy materials and equipment
- Working in noisy, industrial environments
- Operating in indoor and outdoor worksites, often in variable conditions

You will learn how to:

- Perform mechanical tasks such as dismantling, repair, and rebuilding
- Work with pumps, gearboxes and laser alignment
- Apply mechanical repair and fitting techniques
- Follow industry-standard safety and quality procedures

This course involves physical activity and requires a reasonable level of fitness and coordination. If you're enthusiastic about building things with your hands, solving problems, and working as part of a team, this apprenticeship is a great step towards a rewarding trade career.

## Information you need to know about the course

Before enrolling in MEM30219 Certificate III in Engineering – Mechanical Trade, it's important to understand the typical physical, environmental and behavioural demands you'll encounter during both your training and in the workplace.

### Physical Requirements:

As an apprentice boilermaker/welder, you'll need to be comfortable with:

- Standing or working in the same position for extended periods.
- Performing repetitive manual tasks using a variety of hand and power tools.
- Working in confined spaces, at heights, or near mobile plant and machinery.
- Lifting, carrying and positioning materials and equipment.

### Environmental Conditions:

Apprentices may train and work in diverse environments, including:

- Outdoor worksites or partially sheltered areas.
- Noisy, dusty, hot or cold conditions depending on the task and location.
- Fast-paced, team-oriented workshop or site settings.

### Behaviour and Workplace Expectations:

As an apprentice, you'll be expected to demonstrate:

- Punctuality and a commitment to attendance across both training and work placements.
- Consistent use and maintenance of personal protective equipment (PPE).
- A strong focus on safety procedures to protect yourself and others.
- Professional behaviour including teamwork, respect, and communication skills.

This course suits individuals who are physically capable, enjoy working with their hands, and are committed to following safe and responsible practices in a trade environment.

## Course Pathways

This course aims to help you develop skills and knowledge that may support entry into a range of job roles or further study

This qualification defines the skills and knowledge required of an Engineering Tradesperson – Mechanical within metal, engineering, manufacturing and associated industries. The qualification has been specifically developed to meet the needs of apprentices in the above trade.

This qualification must be undertaken through a Training Contract or through formal trade recognition assessment processes.

The skills associated with this qualification are intended to apply to a wide range of mechanical trade work, including undertaking fitting, assembly, manufacture, installation, modification, testing, fault finding, maintenance and service of mechanical equipment, machinery and the use of machine tools.

This qualification is designed to provide an industry recognised skills profile related to trade work as an Engineering Tradesperson - Mechanical.

Assessment of some units of competency must, where indicated, include evidence of the candidate's performance in a functioning workplace where there is a sufficient range of appropriate tasks and materials to cover the scope of application of those units. All outcomes must reflect the standard of performance inherent in the job.

Further details can be found on our website [here](#).

## National Course Entry Requirements

Entry requirements apply to this course. Nil

## Central Regional TAFE (CR TAFE) Entry Requirements

You must have a Unique Student Identifier (USI) to enrol in and complete any nationally recognised training in Australia. If you do not have a USI or need help getting one, we can assist you with the process.

**Before you enrol**, CR TAFE is required to review your language, literacy, numeracy and digital (LLND) skills to help you decide if the course is right for you, identify any support you might need, or whether other learning options may be better suited to you at this time.

For this course, your Language, Literacy, Numeracy and Digital (LLND) skills will be reviewed through an online quiz as part of your sign-up process.

## Fees and Payments

Whether you are enrolling in individual units and/or full qualifications at CR TAFE, you are responsible for paying the enrolment fee for each unit you enrol in.

You will find detailed information about your course costs and how they are calculated on our website [here](#).

You can also check the drop-down box for FEES on your course page on the website which has details about the course fees.

Further information on:

- key payment terms and conditions
- availability of any relevant government training entitlements and subsidies
- our withdrawal and refund requirements

is available under the Fees and Payment Options section in the Student Handbook on our website [here](#).

Our Student Business Systems team can help if you are unsure about any fee information. Please refer to the Contacts section, on how to contact us.

## Learning Resources

You will need the following learning resources for your course:

- Stationary - pens, pencils and a notebook.

## Textbooks

- Ron Culley Fitting and Machining Textbook,
- Cengage Precision Machining Textbook.

## Resources and equipment you need to bring

You are required to provide (at your own expense) the following list of resources/equipment:

- Steel cap boots
- Long shirt & pants (cotton drill).

## CR TAFE online library resources

Our online library has a wide range of electronic resources useful to your course. You can find our online library on the CR TAFE website [here](#). Library staff are available to assist you as required.

## Travel and Accommodation

Apprentices may be eligible for travel and accommodation allowance (TAA) if you are a Western Australian resident attending TAFE for off the job training and you must travel more than 70 kms (round trip) from your residential address to attend TAFE. Applications must be completed online.

You can access the forms here: [TAA Apprentices](https://www.wa.gov.au/service/education-and-training/vocational-education/travel-and-accommodation-allowance-apprentices-and-trainees). (<https://www.wa.gov.au/service/education-and-training/vocational-education/travel-and-accommodation-allowance-apprentices-and-trainees>)

## Delivery options

**Apprenticeship** – onsite at Central Regional TAFE

## My Portal

There is a variety of information available to students on our website under [Current Students myPortal](#). Once you are enrolled, the Student Portal will allow you to view the following:

- My application - view the status of your application to study
- My payments - view your payment history and instalment plan details (if relevant)
- My study - view your course details, units and academic records
- My details - view and update your personal information
- My tasks - view any notices from Central Regional TAFE
- Blackboard - links directly to the Blackboard e-learning platform

## Recognition of Prior Learning

Recognition of prior learning (RPL) means an assessment process that involves assessment of an individual's relevant prior learning and experience (including skills and knowledge obtained through formal and informal learning) to determine the extent to which the individual meets requirements specified in the training product. If you think you have existing knowledge and skills in one or more of your units of study, you may apply for RPL. Should you apply for RPL, you will be supported through the process by a lecturer. For further information visit our website [here](#).

## Credit

Credit can be given if you have successfully completed a unit or module that has the same code or is deemed equivalent to one in your current course. You may have completed this unit/module at a Registered Training Organisation or at an alternate authorised organisation such as a university.

You will have to provide some evidence you have successfully completed the unit or module. This might include authenticated VET transcripts or other AQF certification documents like Statements of Attainment, Records of Results etc.

You won't be charged for credit. If you think this might apply to you, contact your lecturer to discuss eligibility, the application process and the evidence you need to provide.

**Note:** CR TAFE will not issue an Award or Statement of Attainment that is achieved wholly through crediting units completed at another RTO.

## Appeals and Feedback

CR TAFE values student feedback and recognises that opportunities to improve products and services arise from the effective handling of student complaints. Complaints are processed in a way that balances the interests of students and CR TAFE while making sure the process is fair for everyone.

Students are supported to [provide feedback and make complaints](#). Students have the right to appeal decisions made by the lecturer/assessor and CR TAFE. For example, if you have concerns about your assessment results, please approach your lecturer to discuss the issue and/or refer to our website for details [here](#).

## Student Support Services

CR TAFE aims to provide a supportive learning environment for all students. If you have any support needs, either before you enrol or during your course, we encourage you to speak with your lecturer or the Student Support Services team. CR TAFE will provide, or help you access, the support that can assist you in your studies.

### Training Support:

You are encouraged to identify any training support that you may need before you enrol and at any point during your learning journey. This may include but not limited to:

- Study Skills
- Accessing and using technology
- Assessments
- Disability support
- Aboriginal and Torres Strait Islander support

### Wellbeing Support:

CR TAFE is dedicated to supporting students and to providing a safe and inclusive learning environment for all students including a culturally safe learning environment for Aboriginal people. CR TAFE recognises that student wellbeing is important for a successful learning journey and may provide, or support access to, appropriate services where needed. Wellbeing support may include, but not limited to:

- Counselling and mental health resources (external)
- Career Services and Guidance (internal)
- Financial (fee and debt payment options, scholarships) (internal)
- Abuse, harassment, bullying (internal and external)
- Crisis and Support Lines (external)
- Support for Aboriginal students (internal and external)
- Aboriginal Counselling Support (external)
- Support for students with disability (internal and external)
- Support for international students (internal)

For confidential, no obligation contact information for wellbeing support, please contact our Student Support Services team who can help you with more information on how to access these support services, or go to our [website](#).

**Contacts:****Lecturer contact details:**

Name: Chris Polkinghorne

Phone number: 9088 6823

Email: [Chris.Polkinghorne@crtafe.wa.edu.au](mailto:Chris.Polkinghorne@crtafe.wa.edu.au)

Name: Gary Davies

Phone number: 9088 6808

Email: [Gary.Davies@crtafe.wa.edu.au](mailto:Gary.Davies@crtafe.wa.edu.au)

To speak to our Student Business System Team, Student Support Services Team, our Technical Support Team, Aboriginal Support Services or your local Access and Equity Inclusion Officer, contact: 1800 672 700 or [enquiries@crtafe.wa.edu.au](mailto:enquiries@crtafe.wa.edu.au).

Alternatively, you can complete an online enquiry form <https://www.centralregionaltafe.wa.edu.au/contact-us>.

For help with all things career, training and employment, contact our Jobs and Skills Centres at either our Geraldton, Kalgoorlie or Northam campuses, or call 13 64 64 or go to [www.jobsandskills.wa.gov.au](http://www.jobsandskills.wa.gov.au).

**Award**

Upon successful completion of this course, you are entitled to an Award and a Record of Achievement. Should you not have successfully completed all the units of competency required for the Award, you are entitled to a Statement of Attainment for the individual units for which you have been assessed as competent.

**Further Resources and Information**

More information can be found in our Student Handbook, available for download off our website [here](#).

**Notification of Changes to the Course**

You will be informed in writing by your lecturer of any changes that affect your course after enrolment. You will be supported throughout the change to ensure there is minimal disruption to your learning journey.

**Timetable and Training Hours**

The timetable provided helps you plan your week and understand your study commitments. The timetable shows which days and times you need to attend training. It helps you plan ahead and manage your participation.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:30 am-12:00 pm	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block
12:00 pm – 1:00 pm LUNCH BREAK					
12:45 pm-4:00 pm	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block	CRTAFE N Block

**Overview of Training Hours and Assessment Methods**

The table below outlines the units you need to complete. It shows the types of training you are required to do, approximately how much time they should take, and how each unit will be assessed. This will help you understand how much time you will need to set aside for each unit you are enrolled in.

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Block 1A 2026	MEM11011	Undertake manual handling [OAV60]	2.00	16.00	0.00			18.00	8.00	Face To Face	Core		MEM16006, MEM13015
	MEM13015	Work safely and effectively in manufacturing and engineering [OAV23]	6.00	16.00	0.00			22.00	8.00	Face To Face	Core		
	MEM16006	Organise and communicate information [OAV04]	6.00	10.00	0.00			16.00	4.00	Face To Face	Core		MEM13015
	MEM18001	Use hand tools [OAU93]	2.00	16.00	0.00			18.00	10.00	Face To Face	Core		MEM16006, MEM13015, MEM11011
	MEM18002	Use power tools/hand held operations [OAU92]	2.00	16.00	0.00			18.00	10.00	Face To Face	Core		MEM16006, MEM13015, MEM11011
Block 1B 2026	MEM12023	Perform engineering measurements [OAV35]	16.00	20.00	0.00			36.00	12.00	Face To Face	Core		MEM16006, MEM13015
	MEM12024	Perform computations [OAV34]	20.00	7.00	0.00			27.00	12.00	Face To Face	Core		MEM16006, MEM13015
Block 1C 2026	MEM09002	Interpret technical drawing [OAV96]	6.00	30.00	0.00			36.00	6.00	Face To Face	Core		MEM16006, MEM13015, MEM12024, MEM12023
	MEM14006	Plan work activities [OAV19]	15.00	15.00	0.00			30.00	8.00	Face To Face	Core		MEM16006, MEM13015
	MEM12006	Mark off/out (general engineering) [OAV41]	10.00	26.00	0.00			36.00	16.00	Face To Face	Elective	Group C	MEM09002, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011
Block 1D 2026	MEM05012	Perform routine manual metal arc welding [OAX00]	4.00	14.00				18.00	7.00	Face To Face	Elective	Group D	MEM16006, MEM13015, MEM11011
	MEM05050	Perform routine gas metal arc welding [OAW71]	4.00	14.00				18.00	7.00	Face To Face	Elective	Group D	MEM16006, MEM13015, MEM11011

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Block 2A 2027	MEM16008	Interact with computing technology [OAV03]	4.00	12.00	0.00			16.00	6.00	Face To Face	Core		MEM16006, MEM13015
	MSMENV272	Participate in environmentally sustainable work practices [AWC13]	4.00	16.00	0.00			20.00	6.00	Face To Face	Core	Core Units	
	MEM12003	Perform precision mechanical measurement [OAV44]	2.00	16.00				18.00	12.00	Face To Face	Elective	Group C	MEM16006, MEM13015, MEM12023, MEM11011
Block 2B 2027		Perform general machining [OAW48]	8.00	64.00	0.00			72.00	50.00	Face To Face	Elective	Group C	MEM09002, MEM11011, MEM12023, MEM12024, MEM13015, MEM14006, MEM16006, MEM18001
Block 2C 2027	MEM07006	Perform lathe operations [OAW46]	6.00	30.00				36.00	16.00	Face To Face	Elective	Group C	MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002, MEM07005
	MEM07007	Perform milling operations [OAW47]	6.00	30.00				36.00	16.00	Face To Face	Elective	Group C	MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002, MEM07005
Block 2D 2027	MEM17003	Assist in the provision of on-the-job training [OAU96]	3.00	15.00	0.00			18.00	6.00	Face To Face	Core		MEM16006, MEM13015

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Block 2D 2027	MEM18003	Use tools for precision work [OAU91]	6.00	30.00				36.00	20.00	Face To Face	Elective	Group C	MEM18002, MEM18001, MEM16006, MEM13015, MEM12023, MEM11011
	MEM18055	Dismantle, replace and assemble engineering components [OAU62]	3.00	15.00	0.00			18.00	18.00	Face To Face	Elective	Group C	MEM18002, MEM18001, MEM16006, MEM13015, MEM12023, MEM11011, MEM09002
Block 3A 2028	MEM18005	Perform fault diagnosis, installation and removal of bearings [OAU89]	6.00	30.00	0.00			36.00	20.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002
	MEM18006	Perform precision fitting of engineering components [OAU88]	6.00	30.00				36.00	25.00	Face To Face	Elective	Group C	MEM18055, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Block 3A 2028	MEM18012	Perform installation and removal of mechanical seals [OAU82]	2.00	16.00	0.00			18.00	10.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002
	MEM18013	Perform gland packing [OAU81]	2.00	16.00	0.00			18.00	10.00	Face To Face	Elective	Group C	MEM18001, MEM16006, MEM13015, MEM12023, MEM11011
Block 3B 2028	MEM18007	Maintain and repair mechanical drives and mechanical transmission assemblies [OAU87]	6.00	30.00	0.00			36.00	25.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002
	MEM18009	Perform precision levelling and alignment of machines and engineering components [OAU85]	6.00	30.00	0.00			36.00	25.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002

Stage	National ID	Unit Of Competency	Face to Face	Workshops	Work Placement	Structured Out Of Class Activities	Tutorial Study Support	Total	Assessment	Delivery Mode	Core / Elective	Group	Pre-Requisites National Code/s
Block 3C 2028	MEM18018	Maintain pneumatic system components [OAU76]	10.00	26.00				36.00	20.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002
	MEM18020	Maintain hydraulic system components [OAU74]	10.00	26.00	0.00			36.00	20.00	Face To Face	Elective	Group C	MEM18055, MEM18006, MEM18003, MEM18002, MEM18001, MEM16006, MEM14006, MEM13015, MEM12024, MEM12023, MEM11011, MEM09002
		<b>Total</b>	183.00	632.00	0.00	0.00	0.00	815.00	413.00				



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