Vocational Education & Training in Schools

Mid-West Region

2018

VETiS GUIDE
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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.
Why study with us?

At Central Regional TAFE our aim is to take you to where you want to be in the future and support you every step of the way. Our industry experienced staff are dedicated to your success and will help you find a VETiS pathway or PAiS program that best suits you. We will provide every opportunity for you to achieve your goals by working closely with our industry partners and the community. This also ensures our training is current so our graduates are highly skilled and ready for the workforce.

YOUR FUTURE

Further Study

Bachelor Degree at University

Advanced Diploma

Diploma

Certificate IV

Certificate III

Certificate II

YOUR CHOICE

Employment

Apprenticeship or Traineeship

VETiS or PAiS

YOUR PATHWAY
VETiS courses are designed for students who are still at high school but would like to start working or studying in a specific field. Students can complete full vocational qualifications in addition to their WACE. Did you know that vocational courses not only provide training options for students to progress into the world of work after high school, they also offer a different pathway to university. Check out our University Pathways guide and our Uni Pathways page for more information on how a VET qualification can be a unique and alternative pathway into university.

Some of our popular programs include:

• Certificate IV Preparation for Nursing Education (52689WA) - offered over years 11 and 12
• Information Technology - because really teens don’t know everything
• Business - a School Based Traineeship in Business is a popular way to transition into the workforce or to learn valuable work related skills.

We work closely with regional secondary schools to offer a wide range of programs including Pre-Apprenticeships in Schools (PAiS) and higher qualifications.

VETiS Pathways are the perfect introduction into the world of work. You will learn practical skills in year 11 and 12 while gaining an insight into the needs of 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 will even offer you pathways into higher education and university studies.
If you are in year 11 or 12, the PAiS program involves attending school, completing Certificate II Pre-Apprenticeship training at Central Regional TAFE, and completing work placements with at least two employers. Graduate Year 12 with your WACE, a Pre Apprenticeship in your chosen field and be a step ahead of others looking for apprenticeships. There is no doubt employers look favourably at the candidate who already has a proven track record of study, demonstrated the capacity to apply themselves to a formal TAFE course and can understand the practices and terminology associated with the trade in question.

Try a Trade

We offer high school students interested in the Building and Construction trades, an opportunity to have a brief training experience. The experience gained offers students a great ‘taster’ when they are thinking about this trade as an option for the future.

Pre-Apprenticeships in Schools (PAiS)

PAiS programs see students at CR TAFE two days per week where they are taught by lecturers with relevant and current trade qualifications. Students are also required to participate in work placement which is an excellent opportunity for them to showcase their skills and work readiness to potential employers.
Entrance Requirements

Fees and Charges

Secondary school students participating in VETiS programs 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, USB’s and equipment at their own cost.

Some programs may also require students to purchase a Student ID Card from CRTAFE at a cost of $15.00.

Specific information regarding fees and charges will be outlined for each qualification (if required).
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 forms to your Schools’ VET Coordinator.

Please note: All applications for 2018 programs must be received by CRTAFE by Friday 25 August 2017. A second round of applications are accepted in Term 4.

An interview will be conducted shortly after to determine successful applicants for each program.

Successful students will be notified by their School’s VET Coordinator in Term Four (and invited to attend an orientation session at the CRTAFE campus in January 2018).
Induction and attendance

Students will receive a course induction at which a program outline and timetable outlining their scheduled classes/activities will be issued. We strongly advise that you discuss the timetable with your son / daughter to ensure such things as transport to and from the College and activities between class instruction are determined.

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

Every class records attendance and all absences are reported to participating schools on the same day. Repeated absences may result in specific schools being contacted in regards to a students’ continuation in the program.
Classroom and College Environment

CRTAFE is an adult learning environment with a focus on developing skills and knowledge to the standard required in the workplace, so this means that:

- Students are responsible for their own learning and are expected to manage their workload, seeking assistance from lecturers when needed.
- Learning activities at CRTAFE are not limited to lessons in a classroom environment and may include:
  - Lectures, Tutorials, Online learning, Work placements, Assessments, Research, Project work, Group work, Workshops
  - Course hours include a wide range of delivery and assessment activities and may not always be used for classroom teaching.
  - Students aged under 18 years of age share CRTAFE facilities such as the library, canteen, and computer labs with adult students.
  - Some courses are delivered across more than one campus or involve a workplace. In such instances, parents guardians are responsible for their child’s travel arrangements to and from the College and between campuses.
  - Students may be required to complete assessment tasks/assignments outside of their scheduled timetable. Some of these assessment task/assignments are undertaken in the community.

Supervision

CRTAFE does not provide direct supervision of students outside of their learning activities.

Excursions

CRTAFE will provide parents/guardians with information on excursions prior to the event and written parental consent will be sought for students under 18 to participate in any excursions away from CRTAFE premises. If parental consent is not given, your child will not be able to attend the excursion and the CRTAFE 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 organizing transport to and from excursions.
Health & Safety

CRTAFE strives to provide an environment that supports the health and wellbeing of all of our students by:

• Following the relevant OSH policy, guidelines and practices.
• Providing designated first-aid officers who are 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 and any form of harassment are not accepted. Any student experiencing bullying or harassment of any kind should inform a CRTAFE 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 your child is seriously injured.

Insurance

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

However, CRTAFE 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 CRTAFE. 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 CRTAFE.

The onus 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 CRTAFE coverage is not adequate.
Contact Central Regional TAFE to confirm course details prior to enrolling.
Certificate IV Preparation for Nursing Education 52689WA

This course is available for VET for Schools and provides for an excellent pathway for those students looking forward to a career in the Nursing field. The program has been designed to give students wishing to enter into a Nursing program a competitive edge. Once you have completed this qualification you will have a greater chance of entry into the Diploma of Nursing program. Completion of the Diploma will allow you to work as an Enrolled Nurse or you can apply for University to become a Registered Nurse.

Learn essential information for becoming a nurse. This course provides the underpinning knowledge of human anatomy & physiology, medical terminology, health mathematics and the application of the fundamentals of physics and chemistry to nursing practice. Students will also develop an understanding of how microbiology is related to health care and the use of effective academic skills, including word-processed presentation of work. On completion of this course you will be able to use effective study management and assignment preparation, understand and use medical terminology, understand human biology, understand fundamentals of physics and chemistry, understand microbiology and understand health science and mathematics.

<table>
<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
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</thead>
<tbody>
<tr>
<td>Student ID Card</td>
<td>Two (2) year program / One (1) day per week (finishing during Term 3 2019)</td>
</tr>
<tr>
<td>Polo Shirt</td>
<td>DURATION</td>
</tr>
<tr>
<td>$15.00</td>
<td>Two (2) year program / One (1) day per week (finishing during Term 3 2019)</td>
</tr>
<tr>
<td>$35.00 (approx.)</td>
<td>Two (2) year program / One (1) day per week (finishing during Term 3 2019)</td>
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</tbody>
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<thead>
<tr>
<th>UNIFORM REQUIREMENTS</th>
<th>WORK PLACEMENT REQUIREMENTS</th>
<th>COURSE PATHWAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Polo Shirt - $35.00</td>
<td>NIL</td>
<td>Diploma of Nursing (Enrolled/Division 2 Nursing) Registered Nursing</td>
</tr>
</tbody>
</table>

CAREER OPPORTUNITIES: Preparation for a Nursing career
Certificate III in Business BSB30115

A Certificate III in Business will teach you to apply relevant theoretical knowledge within a variety of business contexts using discretion and judgment. You will learn a range of well-developed computing and office skills designed to enhance your employment prospects within the business area. You will be trained in the skills and knowledge to work within the office environment in a variety of roles and be on your way to handling customer service needs with ease, spotting health and safety concerns, and working with modern information management systems. You will gain skills in:

- Organising tasks
- Managing workplace information
- Producing business documents
- Delivering customer service
- Communicating effectively, and
- Fostering innovation and change

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<tr>
<th>COST</th>
<th>DURATION</th>
<th>WORK PLACEMENT REQUIREMENTS</th>
<th>COURSE PATHWAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID Card - $15.00</td>
<td>One (1) year program, one (1) day per week</td>
<td>NIL</td>
<td>Certificate IV in Business</td>
</tr>
<tr>
<td>NIL</td>
<td></td>
<td></td>
<td>Certificate IV in Business Administration</td>
</tr>
</tbody>
</table>

COURSE PATHWAYS:

- Administration Assistant
- Personal Assistant
- Clerical Worker
- Data Entry Operator
- Information Desk Clerk
- Office Junior Receptionist
**EVENTS**

## Certificate III in Events SIT30516

Learn the skills to assist in managing events from the planning all the way through to the big day and the follow up after the event.

You will be introduced to industry standard technologies for lighting and audio-visual and begin to develop your creative skills so you can deliver professional events to your clients.

<table>
<thead>
<tr>
<th>COST</th>
<th>Uniform $40 (approx.)</th>
<th>DURATION</th>
<th>18 month program, one (1) day per week</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>As above</td>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>NIL</td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>Event logistics assistant, Exhibition assistant, Conference assistant, In-house functions assistant</td>
<td>COURSE PATHWAYS</td>
<td>Certificate III in Hospitality Certificate IV in Hospitality, Certificate III in Tourism, Certificate IV in Tourism and Travel</td>
</tr>
</tbody>
</table>
Do you want to learn how to produce art-works using a broad range of media and equipment? Do you want to begin your career in the Creative Arts Industry? Do you want to follow a study pathway directly to a Visual Arts Degree? Do you want to learn how to promote yourself as a professional artist? If the answer is yes to any of these questions then the Certificate III in Visual Arts is for you!

This qualification enables learners to use a range of skills and techniques to produce art works and investigate career opportunities in the Creative Industries. Successful completion of Certificate III in Visual Arts enables students to articulate directly onto the Diploma of Visual Art, offered at Central Regional TAFE. Successful completion of the Diploma of Visual Art offers candidates the choice to study at Advanced Diploma level at Central Regional TAFE or a direct study pathway to a degree in Visual Art at Edith Cowan University. This is an alternative to an ATAR pathway for students to obtain a degree in the Creative Industries.

**Certificate III in Visual Arts**  
**CUA31115**

**Cost**  
Student ID Card $15.00

**Duration**  
One (1) year program, one (1) day per week

**Uniform Requirements**  
Enclosed Shoes, Apron

**Work Placement Requirements**  
NIL

**Career Opportunities**  
Art practitioner, Art Gallery technician, Art technician.

The Visual Arts offers employment in a variety of settings including schools, technical colleges, universities, galleries, shop-fronts, privately operated creative industries, home businesses and community precincts.

**Course Pathways**  
Diploma of Visual Arts, Advanced Diploma of Visual Arts
If you are into science and are thinking that working in a laboratory may be what you would like to do in the future, this program is for you. The program is an excellent and practical starting point for those students wanting to pursue a Science degree at University level.

Laboratory technicians perform straightforward laboratory work. They follow set procedures and recipes, and apply well developed technical skills and basic scientific knowledge. They generally work inside a laboratory but may also perform technical tasks in the field or within production plants. They may also perform a range of laboratory maintenance and office tasks.

The majority of their work involves a predictable flow of parallel or similar tasks within one scientific discipline. Laboratory technicians:

- Perform straightforward technical tasks to prepare and test samples using relevant procedures, Australian Standards and readily available advice. These tasks generally require close attention to detail and to the accuracy and precision of measurements. They may require the use of manual or semi-automated techniques
- Operate test equipment and instruments and make limited adjustments to their controls
- Process and record data and recognise trends and out of control conditions
- Solve predictable problems using clear information or known solutions. Where alternatives exist, they are limited and apparent
- Work under close and regular supervision, although they may have autonomy for specific tasks and responsibility for their own outputs
- Take decisions within defined limits of responsibility
- Work as part of a team

**Certificate III in Laboratory Skills**

<table>
<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
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</thead>
<tbody>
<tr>
<td>Student Card</td>
<td>One (1) year program, one (1) day per week</td>
</tr>
<tr>
<td>Uniform</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Central Regional TAFE polo shirt</td>
</tr>
<tr>
<td></td>
<td>Closed in shoes (safety boots)</td>
</tr>
<tr>
<td></td>
<td>Hat</td>
</tr>
</tbody>
</table>

**WORK PLACEMENT REQUIREMENTS**

NIL

**COURSE PATHWAYS**

Certificate IV in Laboratory Techniques and Certificate IV in Environmental Monitoring and Technology
Information technology and digital media is the way of the future. This course provides the necessary and strong foundations in information technology and will allow you to install and use a range of computer software and hardware products. Some introductory networking covers configuring, optimising, securing and testing software for small home office or business. You will be able to branch into streams that focus on multimedia or networking.

This course will give you a chance to sample a broad range of IT areas, from commonly used hardware and software to creating websites and 2D & 3D animation. Successful completion of this course will see you fully equipped to start your career in IT or get you ready for further study in your chosen field. You will gain skills in:

- Using software applications such as Adobe Photoshop Elements, Maya, Advanced Microsoft Office (Word, Excel & Powerpoint)
- Installing and customising operating systems
- Providing technical advice and support
- Programming (HTML)
- Diagnostic Support
- Creating user documentation

<table>
<thead>
<tr>
<th>COST</th>
<th>NIL</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>Closed in shoes</td>
</tr>
<tr>
<td>DURATION</td>
<td>Two (2) year program, one (1) day per week</td>
</tr>
<tr>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>NIL</td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>Network Administration, Network Technician, Network Support</td>
</tr>
<tr>
<td>COURSE PATHWAYS</td>
<td>Certificate IV in Information Technology, or a range of other Certificate IV qualifications</td>
</tr>
</tbody>
</table>
Pre-Apprenticeship in Schools (PAiS) Qualifications
Certificate II in Automotive Servicing Technology (Light Vehicle Servicing Pre-Apprenticeship) AUR20512

If working with cars and trucks is what you would like to do, this program is the one for you. You will learn how to service engines, use and maintain workplace tools and equipment. After successful completion of this course you may look towards an Apprenticeship in a range of areas including, Motor Mechanic (Light), Heavy Duty Road Transport, Mobile Plant, Auto Electrician or Panel Beater.

You will gain skills in:

- Communicating effectively
- Working in a team environment
- Planning, organising and problem solving skills
- Servicing a vehicle, and
- Performing general vehicle maintenance and small repairs

As part of this course you will also have the opportunity to test your skills in the workplace through a Supervised Work Placement

<table>
<thead>
<tr>
<th>COST</th>
<th>Electude (online tutorial) $95.00 (approx.)</th>
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<tbody>
<tr>
<td>DURATION</td>
<td>One (1) year program, two (2) days per week</td>
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<tr>
<td></td>
<td>(Currently doing 3 terms, but are looking at ending part way through Term 4)</td>
</tr>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>Long Drill Trousers (Navy Blue) Short (or Long) Sleeved Drill Shirt (Hi Vis Yellow &amp; Blue with embroidered Central Regional TAFE logo and first name) Steel Capped Boots that comply with Australian Safety Standards Safety Glasses (first pair will be supplied by Central Regional TAFE)</td>
</tr>
<tr>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>220 hours (approx.)</td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>Successful completion of this qualification may lead to employment as an Apprentice light vehicle mechanic, Apprentice heavy vehicle mechanic, Apprentice plant mechanic, Apprentice agricultural mechanic, Apprentice spray painter, Apprentice panel beater, Apprentice automotive electrician.</td>
</tr>
<tr>
<td>COURSE PATHWAYS</td>
<td>Apprenticeship</td>
</tr>
</tbody>
</table>
Certificate II in Engineering - Pre-Apprenticeship Fabrication Heavy MEM20105

If you are looking for a trade that has many and different employment opportunities, this qualification is a fantastic starting point. Mechanical cutting, thermal cutting, gouging and welding are all skills you will learn. After successful completion of this qualification you may choose to become a trades assistant or progress to an Apprenticeship in a wide variety of fields, including: Fabrication - Heavy (Boilermaker); Light (Sheetmetal); Welder or Heavy/Welder and Fitting and Machining.

This qualification will provide you with practical skills and knowledge in a range of metals and engineering industry areas. You will also learn about safety in the workplace, computing and maths. You will practice the skills you have learned in a workshop environment.

The qualification packaging has been developed on an assumption that competency will be developed through a combination of on and off-the-job learning strategies such as those delivered through a formal traineeship. The qualification may also be achieved through formal skills recognition assessment processes.

This course is an excellent opportunity to experience an insight into becoming a Fabricator or Fitter and Machinist. Units completed may assist you in gaining employment as an apprentice.

You will gain skills in:

- Using tools
- Measuring and calculating
- Technical drawing and drafting
- Load shifting
- Thermal Cutting
- Using forging and casting equipment
- Welding

**COST**

Text books $165.00 (approx.)

**DURATION**

One (1) year program, two (2) days per week

**UNIFORM REQUIREMENTS**

Long Drill Trousers (Navy Blue)
Short (or Long) Sleeved Drill Shirt (Hi Vis Orange & Blue with embroidered Central Regional TAFE logo and first name)
Steel Capped Boots that comply with Australian Safety Standards
Safety Glasses (first pair will be supplied by Central Regional TAFE)

**WORK PLACEMENT REQUIREMENTS**

120 hours (approx.)

**CAREER OPPORTUNITIES**

Successful completion of this qualification provides you with the opportunity to become a trades assistant. This course is a pathway to Certificate III in Engineering which is an apprenticeship course. You will need to be employed and registered as an apprentice/trainee before you can commence apprenticeship/traineeship training.

**COURSE PATHWAYS**

Certificate III Engineering qualifications, Apprenticeship/traineeship
This entry level qualification will provide you with the practical skills and knowledge to work safely in an electrotechnology environment, such as Licence Electrical premises, Green Energy workshops (Wind and Solar) and Licence tradesmen working on building sites or domestic dwellings.

By completing this program you will have skills in basic electrical tasks such as:

- Basic electrical maintenance, for example attaching wall mounted electrical outlets
- Using hand and power tools
- Solve problems in DC circuits
- Work safely in an Electrical workplace

As part of this qualification you will undertake a supervised work placement where you will be able to apply the skills and knowledge you have learned.

<table>
<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
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<tbody>
<tr>
<td>Basic tool kit - $100 (approx.)</td>
<td>One (1) year program, two (2) days per week</td>
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<table>
<thead>
<tr>
<th>UNIFORM REQUIREMENTS</th>
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<tbody>
<tr>
<td>Long or Short Drill Trousers (Navy Blue)</td>
</tr>
<tr>
<td>Short (or Long) Sleeved Drill Shirt (Navy Blue with embroidered Central Regional TAFE logo and first name)</td>
</tr>
<tr>
<td>Steel Capped Boots that comply with Australian Safety Standards</td>
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<tr>
<td>Safety Glasses (first pair will be supplied by Central Regional TAFE)</td>
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<table>
<thead>
<tr>
<th>WORK PLACEMENT REQUIREMENTS</th>
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<tr>
<td>160 hours (approx.)</td>
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<tr>
<th>CAREER OPPORTUNITIES</th>
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</thead>
<tbody>
<tr>
<td>Successful completion of this qualification provides you with the opportunity to gain an apprenticeship in the Electrical trade and other Trades within the building and construction industry.</td>
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<tr>
<th>COURSE PATHWAYS</th>
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</thead>
<tbody>
<tr>
<td>Certificate II in Telecommunications, Certificate III Electrotechnology qualifications or Traineeship/Apprenticeship</td>
</tr>
</tbody>
</table>
If you are interested in working within the Hospitality industry in roles such as a Chef, Commercial Cook or some type of Catering role, this qualification is your pathway. As part of the VETiS program you will undertake a supervised work placement where you will be able to apply the skills and knowledge that you have learned.

**Certificate II in Kitchen Operations Pre-Apprenticeship SIT20416**

<table>
<thead>
<tr>
<th>COST</th>
<th>UNIFORM REQUIREMENTS</th>
<th>DURATION</th>
<th>WORK PLACEMENT REQUIREMENTS</th>
<th>COURSE PATHWAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniform – $150.00 (plus suitable kitchen shoes/boots) Knife</td>
<td>Chefs Jacket (with white buttons) Chefs Trousers (check style) White Apron Neckerchief Chef Hat Kitchen shoes/boots</td>
<td>One year program, two (2) days per week</td>
<td>200 hours (approx.)</td>
<td>Apprenticeship in the Hospitality Industry, Certificate III qualifications in Commercial Cookery, Patisserie.</td>
</tr>
</tbody>
</table>

**CAREER OPPORTUNITIES**

Breakfast cook, Catering assistant, Fast food cook, Sandwich hand or Take-away cook.
PLUMBING

Certificate II in Plumbing - Pre-Apprenticeship 52700WA

This course is only offered through the Pre-Apprenticeship in Schools (PAiS) program. Are you nearly done with high school and would like to kick start your career in the building and construction industry. This course provides you with an excellent opportunity to gain the skills to impress possible future employers. It has been very successful in providing many of our students the opportunity to move into apprenticeships and traineeships in the building and construction industry. The building and construction industry in WA has had a steady growth in recent years ensuring good employment prospects for those involved in a construction trade.

Personal Requirements - Enjoy practical work and be able to cope with the physical demands of the job. Able to work with your hands.

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<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
<th>UNIFORM REQUIREMENTS</th>
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</thead>
</table>
| Text Books – $95.00 (approx.) | Three (3) Term program, two (2) days per week | Long or Short Drill Trousers (Green)  
Long Sleeved Drill Shirt (Green with embroidered Central Regional TAFE logo and first name)  
Steel Capped Boots that comply with Australian Safety Standards  
Safety Glasses (first pair will be supplied by Central Regional TAFE) |

<table>
<thead>
<tr>
<th>WORK PLACEMENT REQUIREMENTS</th>
<th>CAREER OPPORTUNITIES</th>
</tr>
</thead>
</table>
| 120 hours (approx.)         | Qualified Plumber with the opportunity to specialise in Drainer - a drainer installs, maintains and repairs pipes in storm water or sewerage systems and drains. They also install septic tanks, holding wells, sullage pits and absorption tracks.  
Gasfitter - a gasfitter installs, maintains, tests and repairs gas lines, meters, regulators, hot water systems and appliances.  
Irrigation - an irrigation installer plans, designs and installs large watering systems for environments such as golf courses and parks.  
Mechanical Services - a mechanical services plumber installs and services plant and equipment used for heating, ventilation and air conditioning (HVAC) in industrial and commercial buildings.  
Roofing - A roofing plumber installs and fixes metal roofs, flashings, gutters, down pipes, rainwater products and other accessories on residential, industrial and commercial buildings. The work conducted by roofing plumbers includes working outdoors, in a team environment and safely at heights.  
Sprinkler Fitter - a sprinkler fitter installs and maintains fire protection systems. |

| COURSE PATHWAYS | Apprenticehsip courses at Central Regional TAFE include Certificate III in Plumbing & Certificate III in Carpentry and Joinery. |
VET IN SCHOOLS
CERTIFICATE II LEVEL
QUALIFICATIONS

Contact Central Regional TAFE to confirm course details prior to enrolling.
ANIMAL STUDIES

Certificate II in Animal Studies ACM20110

This course is available in our VET for Schools programs. Students will learn about caring for all types of animals by catering for animal nutritional needs, basic animal care and handling as well as first aid. An opportunity to practice your skills will be provided through our TAFE Animal surgery as well as via an Industry placement.

You will gain skills and knowledge in:

- Learning fundamental animal care and handling methods
- Developing team-work, communication and problem-solving skills
- Catering for animal nutritional needs
- Providing basic first aid to animals
- Assisting with animal health care
- Developing self-management and organisational techniques
- Working with teams of people who are willing to help make a difference to the lives of our animal companions
- Handling animals safely and confidently in a range of situations
- Dealing with emergencies
- Observing, monitoring and recognising health issues in animals
- Being able to assist in treating diseases and illness

Important Information

This course involves some physical work and students must be prepared to work outdoors and deal with dirty, smelly situations. Personal requirements are:

- Being passionate about animals and their welfare
- Good communication skills and enjoy working with people
- Confidence and patience when working with animals
- Able to undertake manual and sometimes heavy work
- Being observant and methodical

<table>
<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Uniform – T-shirt - $40.00 (approx.)</td>
<td>One (1) year program, one (1) day per week</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UNIFORM REQUIREMENTS</th>
<th>WORK PLACEMENT REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hat and closed-in shoes (non-slip)</td>
<td>To be advised</td>
</tr>
<tr>
<td>Suitable clothing and hat for regular field activities</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CAREER OPPORTUNITIES</th>
<th>COURSE PATHWAYS</th>
</tr>
</thead>
</table>
AQUACULTURE

Certificate II in Aquaculture SFI2011

This course is a base entry qualification for the aquaculture industry. It provides individuals with skills and knowledge to work as a field hand in an aquaculture operation such as a hatchery, sea cage or pond facility. It is applicable to school-based studies.

You will gain knowledge and skills in:

- Controlling diseases
- Collecting Broodstock
- Handling food
- Handling and harvesting stock
- Maintaining water environments
- Applying chemicals and biological agents

### COST

| Uniform – $40.00 (approx.) |

### DURATION

| One (1) year program, one (1) day a week |

### UNIFORM REQUIREMENTS

| Polo shirt embroidered with CR TAFE logo, Student name and Course |

### WORK PLACEMENT REQUIREMENTS

| NIL |

### CAREER OPPORTUNITIES

Successful completion of this qualification provides you with the opportunity to become an aquaculture field hand or hatchery or nursery assistant.

Further study into Certificate III in Aquaculture may lead to opportunities as a general hand in aquaculture farms, hatcheries, processing facilities, zoos and pet stores; or MAR20313 Cert II in Maritime Operations on sea cage operations.

### COURSE PATHWAYS

Certificate II in Building and Construction - Pathway Trades CPC20211

This course is a great start for students looking to begin their career in the building and construction trade. On successful completion of this course you will be able to seek an apprenticeship in the building and construction industry in the trade stream you have chosen and gain credit towards your apprenticeship for the subjects you have already completed.

This is a pre-vocational course for learners seeking a career in a construction trade. The first stage of the course is common to 11 construction trades and provides an introduction to the industry, its culture, occupations, job roles and workplace expectations. The units of competency cover essential occupational health and safety requirements, the industrial and work organisation structure, communication skills, work planning, and basic use of tools and materials. Learners are able to consider the 11 trades during the initial stage and while attending work experience. This course gives you the opportunity to develop skills in:

- General construction
- Construction techniques to assist in personal projects
- Working as part of a team
- Work safely in the construction industry
- Using a variety of construction tools and equipment

<table>
<thead>
<tr>
<th>COST</th>
<th>Text books– $180.00 (approx.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>DURATION</td>
<td>One (1) year program, two (2) days per week</td>
</tr>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>Long Drill or short Trousers (Khaki) Short (or Long) Sleeved Drill Shirt (Khaki) with embroidered Central Regional TAFE logo and first name Steel Capped Boots that comply with Australian Safety Standards Safety Glasses (first pair will be supplied by Central Regional TAFE)</td>
</tr>
<tr>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>220 hours (approx.)</td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>On completion of this course, you may be able to seek an apprenticeship in the Construction industry</td>
</tr>
<tr>
<td>COURSE /STUDY PATHWAYS</td>
<td>Apprenticeship in the Construction Industry Certificate III qualifications in the Construction Industry</td>
</tr>
</tbody>
</table>
A career in community services is exceptionally rewarding and this course aims to introduce you to the field of community service. This is an introduction to the general field of community services. It gives students the skills and knowledge to provide assistance and support to clients accessing a service; assisting clients to meet their immediate needs (i.e. shelter); and to develop helping relationships to assist clients in a crisis situation.

You will gain skills in:

- Communication
- Information provision and processing
- Administration support
- Networking
- Cultural competence
- Providing a safe environment for children
- Providing nutritious meals
- Group support

### COST

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student ID Card</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

### DURATION

Two (2) year program, one (1) day per week

### UNIFORM REQUIREMENTS

Students will be required to purchase a uniform (t-shirt) when on placement – $40.00 (approx)

### WORK PLACEMENT REQUIREMENTS

Students will need to complete 38 hours in a Long Day Care Service and/or in the crèche facilities provided by Central Regional TAFE.

### CAREER OPPORTUNITIES

Assistant Community Services Worker, Personal Care Assistant, Front Desk Officer/Receptionist, Support Worker, Youth Worker, Residential Support Worker

Successful completion of the Certificate II in Community Services is also a pathway to Certificate III in Children’s Services or any other Community Services program including Support Services, Women’s Health, Disability Services and Youth Work.

### COURSE PATHWAYS

Certificate III in Community Services Work
This qualification may provide an appropriate pathway into higher level qualifications, such as those in: Early Childhood Education and Care, Aged care, Disability, Home and community care.
The qualification is intended for people interested in exposure to an engineering or related working environment with a view to entering into employment in that area. This qualification will equip graduates with knowledge and skills which will enhance their prospects of employment in an engineering or related working environment.

You will also learn about safety in the workplace, computing and maths. You will practice the skills you have learned in a workshop environment.

| COST | To be advised |
| DURATION | One (1) year program, one (1) day per week |
| UNIFORM REQUIREMENTS | Steel Capped Boots that comply with Australian Safety Standards Long or short Drill Trousers Short Sleeved Drill Shirt Safety Glasses (first pair will be supplied by Central Regional TAFE) |
| WORK PLACEMENT REQUIREMENTS | NIL |
| CAREER OPPORTUNITIES | Once completed this qualification you will have the skills and knowledge to become a trades assistant or gain an apprenticeship in one of the following trades within the metals and engineering sector: Fabrication - Heavy (Boilermaker), Light (Sheetmetal), Welder or Heavy/Welder trade or Fitting and Machining |
| COURSE PATHWAYS | Apprenticeship in the Metal Fabrication field |
Would you like to work on the ocean? This qualification will provide you with the practical skills and knowledge to work as a deckhand on commercial fishing vessels or ferries or a dive charter vessel.

This qualification provides the main entry point for individuals working in the fishing sector of the seafood industry. Individuals operating at this level undertake a broad range of routine processes and procedures which may include maintaining fishing gear, operating small vessels, using deck equipment, processing and basic marine science skills. You will gain knowledge and skills in:

- Assisting with operation of fishing gear and equipment
- Basic processing and temperature control of harvest
- General cleaning and maintenance of equipment and vessel
- Handling, harvesting and sorting by-catch

<table>
<thead>
<tr>
<th>COST</th>
<th>Uniform – $40.00 (approx.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>Polo shirt embroidered with CR TAFE logo, student name and course. Hat and closed-in shoes (non-slip) Suitable clothing and hat for regular field and boating activities</td>
</tr>
<tr>
<td>DURATION</td>
<td>One (1) year program, one (1) day a week</td>
</tr>
<tr>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>NIL</td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>Further study in Certificate III and IV in Fishing Operations or may lead to employment opportunities as a fisher or general purpose hand on a fishing vessel, charter boat or on an aquaculture vessel</td>
</tr>
<tr>
<td>COURSE / STUDY PATHWAYS</td>
<td>Certificate III in Fishing Operations, Certificate IV in Fishing Operations, Diploma of Marine Studies, Marine Science qualifications at Curtin University and Murdoch University (transfers of credit on up to one year)</td>
</tr>
</tbody>
</table>
This qualification underpins a range of work functions and job roles that can lead to a horticultural trade qualification.

This course will provide you with the practical skills and knowledge to undertake a broad range of tasks in gardening, nursery work and landscaping. This course is designed to provide you with foundations skills and knowledge required by many horticultural industry sectors. You will learn skills in the safe handling and use of pesticides, and general workplace safety. You may also learn skills in propagation, tending nursery plants, planting, pruning, treating weeds, pests and diseases, maintaining garden beds and irrigation and using a range of horticultural equipment.

**Certificate II in Horticulture AHC20416**

**COST**
- Student ID Card - $15.00
- Uniform - $40.00

**DURATION**
- One (1) year program, one (1) day per week

**UNIFORM REQUIREMENTS**
- Polo shirt embroidered with CR TAFE logo and Student name
- Enclosed shoes

**WORK PLACEMENT REQUIREMENTS**
- NIL

**CAREER OPPORTUNITIES**
- Successful completion of this qualification provides you with the opportunity to become a horticulture worker/assistant in parks and gardens, nurseries and landscaping businesses

**COURSE PATHWAYS**
- Certificate III Horticulture qualifications
A hospitality qualification will give you skills that can take you around the globe. Gain invaluable knowledge and experience such as barista skills, hospitality, bar skills, restaurant service skills, customer service and events management. These qualifications will assist you to work in organisations such as restaurants, hotels, motels, clubs, pubs, cafes and coffee shops.

<table>
<thead>
<tr>
<th>COST</th>
<th>Uniform – $40.00</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Student ID Card – $15.00</td>
</tr>
<tr>
<td>DURATION</td>
<td>One (1) year program, one (1) day per week</td>
</tr>
</tbody>
</table>

**UNIFORM REQUIREMENTS**
- Black Central Regional TAFE work shirt (supplied above)
- Black trousers or business skirt (worn with stockings)
- Black closed-in shoes

**WORK PLACEMENT REQUIREMENTS**
- 175 hours (approx.)

**CAREER OPPORTUNITIES**
- Cafe attendant, Catering assistant, Bar attendant, Front office assistant

**COURSE PATHWAYS**
HAIRDRESSING

Certificate II in Salon Assistant SHB20216

When you complete the Certificate II in Hairdressing you will have skills to impress potential employers as a salon assistant, on your way to become a hairdresser or barber.

You will gain the knowledge and skills to support hairdressers in a salon, shampooing, colouring and braiding hair; maintaining hairdressing tools, scheduling appointments, merchandising and workplace health and safety and gaining the skills in designing and applying makeup.

<table>
<thead>
<tr>
<th>COST</th>
<th>DURATION</th>
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<tbody>
<tr>
<td>Student ID Card - $15.00</td>
<td>Two (2) year program, one (1) day per week</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>UNIFORM REQUIREMENTS</th>
<th>WORK PLACEMENT REQUIREMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Long Black Trousers (ankle length)</td>
<td>Work placement commences in the second year</td>
</tr>
<tr>
<td>Tunic Top to be purchased, approx. $100.00</td>
<td></td>
</tr>
<tr>
<td>Black closed-in shoes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CAREER OPPORTUNITIES</th>
<th>COURSE PATHWAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Successful completion of the Salon Assistant Traineeship provides a stepping stone into a Hairdressing/Barbering Apprenticeship or possible entry into the Certificate IV in Beauty Therapy</td>
<td>Certificate III in Hairdressing – Apprenticeship pathway Certificate III in Barbering – Apprenticeship pathway Certificate IV in Beauty Therapy</td>
</tr>
</tbody>
</table>
This course is excellent for those students wanting to experience environmental science, through hands on learning, in the Greater Geraldton area. Students will undertake sampling and testing in different ecosystems that the area has to offer. The certificate II in sampling and measurement provides a pathway into further study in the laboratory operations or the environmental monitoring and technology areas.

Samplers and testers conduct limited sampling and testing as part of their duties in their particular industry. They apply a restricted range of skills and operational knowledge to perform these tasks and generally work at field/industrial sites. They:

- follow set procedures to sample raw materials and products
- may package, label, store and transport samples
- use simple equipment (hydrometers, thermometers and pH meters) to make measurements and perform basic tests that take a short time and involve a narrow range of variables and easily recognised control limits
- may make visual inspection of products and packaging

### Certificate II in Sampling and Measurement

<table>
<thead>
<tr>
<th>COST</th>
<th>Student ID Card – $15.00</th>
<th>Uniform – Approx. $40.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>DURATION</td>
<td>One (1) year program, one (1) day per week</td>
<td></td>
</tr>
<tr>
<td>UNIFORM REQUIREMENTS</td>
<td>Closed-in shoes (safety boots), long pants and hat</td>
<td></td>
</tr>
<tr>
<td>WORK PLACEMENT REQUIREMENTS</td>
<td>NIL</td>
<td></td>
</tr>
<tr>
<td>CAREER OPPORTUNITIES</td>
<td>Employment outcomes targeted by this qualification include samplers and testers, production personnel, plant operators, production operators, field assistants, drivers, sample couriers and many others</td>
<td></td>
</tr>
<tr>
<td>COURSE PATHWAYS</td>
<td>Certificate III Laboratory Skills Certificate IV in Environmental Monitoring and Technology</td>
<td></td>
</tr>
</tbody>
</table>
Completing this qualification will provide you with the practical knowledge of what is expected in the Tourism industry.

This course will provide you with an overview of the tourism industry and some introductory practical administrative skills relevant to the tourism industry. You will gain skills in developing knowledge of administration tasks for tourism, interacting with customers, performing simple computing, applying first aid, developing basic food safety knowledge, basic guiding.

| COST | Uniform – $40.00 (approx.) |
| UNIFORM REQUIREMENTS | Polo shirt embroidered with CR TAFE logo, Student name and Course
Suitable clothing and hat for regular field and boating activities
Closed-in shoes (non-slip) |
| DURATION | One (1) year program, one (1) day per week |
| WORK PLACEMENT REQUIREMENTS | NIL |
| CAREER OPPORTUNITIES | Sales assistant trainee, Reservation officer trainee, you will need to be employed and registered as a trainee before you can commence traineeship training. Employment opportunities are enhanced with further study. This course provides opportunities for students to work in Eco and Marine Tourism |
| COURSE PATHWAYS | Certificate III in Tourism, Certificate III Tourism Guiding, Certificate IV in Tourism and Travel |
For more information about our VETiS courses please contact:

Coordinator Education & Training Programs
Email: vetis@crrafe.wa.edu.au
Phone: (08) 9956 2802

Contact us or visit our website for the most up-to-date course information:

1800 672 700
info@crrafe.wa.edu.au
centralregionaltafe.wa.edu.au