

NMVC

NORTHERN
MELBOURNE
VET CLUSTER

2026 VET



HANDBOOK

LEARNING THAT WORKS

ACKNOWLEDGEMENT OF COUNTRY

The NMVC acknowledges the Traditional Custodians of the lands on which we meet and learn, and we pay our respects to any Elders past, present, and emerging. We also extend that respect to any Aboriginal and Torres Strait Islander peoples who engage with members of the NMVC.

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What is VDSS?

Vocational Education and Training Delivered to School Students (VDSS) allows secondary students to gain practical skills in a specific industry while contributing toward the completion of the Victorian Certificate of Education (VCE), VCE Vocational Major (VCE VM) or Victorian Pathways Certificate (VPC).

FEATURES OF VDSS

- VET enables students to gain qualifications for all types of employment, and specific skills to help them in the workplace.
- Undertaking VET while at school allows students to mix general and vocational education and to make a start on training for a career before they leave school.
- VET programs are typically completed over two years and provide students with a qualification or partial completion of a nationally recognised certificate.
- Students can also study VET through School-Based Apprenticeships or Traineeships (SBATs).

BENEFITS OF VDSS

- VET programs contribute directly to the VCE, VCE VM and VPC and can contribute towards the ATAR score.
- Students gain industry experience and employability skills.
- Creates a pathway to further study.
- Provides opportunities to develop effective relationships with industry employers.

- Enhances knowledge of employer and workplace expectations.
- Develops the capacity for teamwork and leadership.

For more information visit:



WHAT VET IS RIGHT FOR YOU?

To discover what VET course is right for you, explore these helpful Get VET resources including videos and success stories. Also, talk to the relevant teachers or coordinators at your school to assist you on the right pathway.

For more information visit:



CREDIT TOWARDS THE VCE, VCE VM AND VPC

VCE VET programs are made up of VET qualifications approved by the Victorian Curriculum Assessment Authority (VCAA) to contribute towards the VCE, VCE VM or VPC. All VCE VET programs contribute to VCE Units that provide credit towards the VCE and VCE VM in the same way as a VCE study. Most VCE VET programs can provide credit for VCE Units 1-4. A small number of shorter qualifications

can provide credit for VCE Units 1&2 only. Each completed 90-hour block of VET equals one VPC credit.

If you choose to do a VET qualification that is not from a VCE VET program, you may be eligible for credit towards your VCE, VCE VM or VPC. This is called block credit recognition. To receive block credit recognition, the qualification must be at Certificate II level or above for the VCE and VCE VM, or Certificate level I or above for the VPC.

STUDY SCORES AND THE ATAR (VCE)

Some VCE VET programs are scored and some are non-scored. VCE VET programs with a Unit 3–4 sequence can be included in the calculation of your Australian Tertiary Admission Rank (ATAR).

Scored VCE VET programs give you a study score for the Unit 3–4 sequence that is achieved through school assessed coursework and an externally set examination. Scored VCE VET programs provide a study score that contributes directly to your ATAR, either as one of your primary four studies or as a fifth or sixth study increment.

Non-scored VCE VET programs do not give you a study score but they can still contribute to your VCE. When you receive a Unit 3–4 sequence towards your VCE from a non-scored VCE VET program, they may contribute towards the calculation of your ATAR by the Victorian Tertiary Admissions Centre (VTAC). Check with the VET coordinator at your school.

STUDENTS WITH DIVERSE NEEDS

- The NMVC is committed to embedding inclusive education in all school environments for students with disability and diverse needs.
- Students requiring additional support to achieve successful outcomes in their VET program need to indicate this on their VET enrolment form.
- Arrangements will be made between the Home and Host schools to determine the support needs of students and provide access to educational and support services as necessary, so that students can meet the requirements of the VET course they are enrolled in.

UNIQUE STUDENT IDENTIFIER (USI)

A USI is required to enrol in a VET program. A USI is your individual education number for life. It also gives you an online record of your vocational education and training undertaken in Australia. To apply for a USI, please visit: usi.gov.au

CREDIT TRANSFER

If you have previously completed vocational education and training, you may be eligible for credit transfer for some Units of Competency (UoCs). This means you will not have to be reassessed again for those UoCs. To check what UoCs you have completed you can download a statement of attainment from the USI website. You will need to provide this statement of attainment to your Host school following their credit transfer application process.

HOW TO ENROL IN A NMVC COURSE

Speak to your VET coordinator to discuss which VET course is right for you. They will advise you how to apply for your chosen VET course.

HOME AND HOST SCHOOLS

Home school – is the school you attend for your Year 10, VCE, VCE VM or VPC.

Host school – is the school you attend for your VET course.

NMVC Student Expectations

VET AND VASS

There are three VET certificate types on VASS:

- VE1: VCAA-approved courses for secondary students, contributing VCE VET units.
- VE2: Courses approved as SBATs (School-Based Apprenticeships/Traineeships), also contributing VCE VET units.
- VE3: Other VET courses providing block credit towards the VCE, VCE VM and VPC.

Schools must ensure correct enrolment and accurate VCE, VCE VC and VPC completion advice. RTOs are responsible for reporting course completion. Some courses can count as both VE1 and VE2. If a course isn't listed on VASS, schools should contact the Student Records and Results unit for advice, or complete and add to VASS the Application for VET qualifications or General Education courses form (available as a VASS download) accompanied by information requested in the form.

RTO PROVIDER LIST

ACCESS SKILLS TRAINING	6653	MELBOURNE CITY INSTITUTE OF	
AIE	88021	EDUCATION	22172
AIET	121314	MELBOURNE COLLEGE OF	
AUSDANCE	20949	FURTHER EDUCATION	21340
AUSTRALIAN PACIFIC COLLEGE	90396	MELBOURNE POLYTECHNIC	3075
BOX HILL INSTITUTE	4687	NATIONAL DRONES TRAINING INSTITUTE	41441
COSAMP	41549	NCAT	6736
EDUCATIONAL LIVING	3784	PARADE COLLEGE	40750
ELTHAM COLLEGE	20412	QUALITY SERVICE SKILLS	90791
GOLD STANDARD EDUCATION	21451	RIPPONLEA INSTITUTE	21230
ITFE	6372	SAVILE	45452
IVET	40548	VEG EDUCATION	45732
MAYFIELD EDUCATION	3938		

DISCLAIMER

All course details and delivery arrangements contained in this handbook are correct at the time of printing (June 2025). VET programs are subject to change as there are continual changes to training packages and qualifications.

Any changes to the delivery arrangements published in this handbook will be communicated to students and parents/carers via their VET coordinator.

Students enrolling in a VET program through the NMVC are required to adhere to the below expectations. Any additional course requirements set out by Host schools must also be followed.

ATTENDANCE

A minimum of 80% attendance is recommended. This gives students the best opportunity to learn and demonstrate competency that is aligned to the UoCs and associated assessment requirements. A minimum of 80% attendance does not guarantee a student will be able to demonstrate competency and be awarded a full certificate.

Whenever possible, students need to notify their Home school VET coordinator at least half an hour before the start of their VET class if unable to attend.

TRAVEL

Students are to behave in an appropriate and safe manner when traveling to and from their VET class.

PUNCTUALITY

All students are expected to arrive on time and prepared for class.

UNIFORM

Students are required to attend class dressed appropriately for their VET program. This may include a uniform and personal protective equipment (e.g., steel capped boots, safety glasses).

WORK REQUIREMENTS

All tasks as assigned by the VET teacher/trainer are to be completed to demonstrate competency. Students will be given multiple opportunities to demonstrate competency. If a student is unable to demonstrate competency for a UoC they will be awarded a partial completion and receive a statement of attainment. Also, if a student is unable to demonstrate competency for a UoC that is a prerequisite for another UoC, they will not be able to enrol/complete this UoC. The Home school VET coordinator will be informed if a student is not meeting the work requirements of their VET course.

STUDENT BEHAVIOUR

All students must meet the classroom expectations of the VET teacher/trainer and the behavioural expectations of the Host school. This includes meeting Work Health and Safety requirements and adhering to the mobile phone and laptop policy of the Host school.

STRUCTURED WORKPLACE LEARNING

Structured Workplace Learning (SWL) is a key feature of VET. It is designed to help students apply the skills and knowledge they learn in their VET program in an industry environment. SWL is compulsory for some VET courses and highly recommended for others. For courses requiring mandatory SWL it is the responsibility of the student and their Home school to organise a suitable work placement and communicate this with the Host school.

Failure to meet the above expectations will jeopardise a student's VET enrolment. It is important that students and parents/carers talk with their VET coordinator if there are any concerns.

Celebrating Student Achievement in VET

Once again, students from NMVC schools have featured in the 2025 VCE Season of Excellence.

The VCE Season of Excellence is a five-month annual festival showcasing outstanding senior secondary student work from Victorian schools. The Season presents work created by VCE and VCE VET students in design, technology, research, multimedia and cinematic, visual and performing arts through exhibitions, screenings and performances.

TOP DESIGNS



The below students were selected for Top Designs. Their outstanding work was exhibited at Melbourne Museum.

Skelly Johnson *Colourfulness*



Certificate III in Screen and Media
Northern College of the Arts and Technology (Host/Home school)

2024 Victorian Vocational Student of the Year

Carly
Northern College of Arts & Technology,
Certificate II in Electrotechnology



A childhood fascination with trains sparked Carly’s journey into a comprehensive vocational, education and training pathway as part of her Victorian Certificate of Education (VCE). It began with a Certificate II Engineering where she learned the fundamentals of drawing and reading engineering diagrams. Fascinated by all things mechanical, Carly went on to expand her knowledge and completed a Certificate II in Electrotechnology in 2023 hoping one day to work on infrastructure projects.

Motivated by a desire to explore different trades, she focused last year on certificates in plumbing and automotive. This year, she has achieved her ultimate goal by securing an electrical apprenticeship and is now working toward becoming an A Grade electrician.

Carly also aims to challenge gender stereotypes and promote diversity in trades. She’s tireless in her role as ambassador for the Young Women in Trades & Technology group. With unwavering determination and a commitment to inclusivity, Carly seizes every opportunity to gain experience that prepares her for the workforce.

2024 Top of the State

The following students achieve a study score of 40 or above for their VET program in 2024.

STUDENT NAME	VET COURSE	HOST SCHOOL	HOME SCHOOL
Adam	Certificate II in Furniture Making Pathways	Parade College	Parade College
Benjamin	Certificate III in Sport, Aquatics and Recreation	Greensborough College	Greensborough College
Charlie	Certificate II in Integrated Technology	NCAT	NCAT
Giulio	Certificate III in Sport, Aquatics and Recreation	Parade College	Parade College
Hayden	Certificate II in Engineering	NCAT	St Helena Secondary College
Maverick	Certificate II in Engineering	NCAT	Viewbank College
Nathaniel	Certificate II in Engineering	NCAT	Plenty Valley Christian College
Odin	Certificate III in Music (Sound Production)	NCAT	Thornbury High School
Tiboud	Certificate III in Screen and Media (Creative and Digital Media)	NCAT	St Helena Secondary College

VET List by Host School

HOST SCHOOL

2026 COURSE LIST

Bundoora Secondary College	Cert II Agriculture 1&2 (3&4 in 2027) Cert II in Animal Care – 1&2, 3&4 Cert III in Aviation (Remote Pilot) – 1&2, 3&4 Cert III Community Services – 1&2, 3&4 Cert II in Conservation and Ecosystem Management – 1&2, 3&4 Cert III in Design Fundamentals – 1&2, 3&4 Cert II in Horticulture 1&2 (3&4 in 2027) Cert II in Rural Operations (Urban Agriculture) 1&2 (3&4 in 2027)
Charles Latrobe College	Cert III in Early Childhood Education and Care (Partial completion) – 1&2, 3&4
Coburg High School	Cert III in Sport, Aquatics and Recreation – 1&2, 3&4
Croxton School	Cert II in Horticulture (Partial completion) – 1&2 Cert II in Sport and Recreation – 1&2
Diamond Valley College	Cert III in Screen and Media (Games Development Focus) – 1&2, 3&4
Eltham College	Cert II in Cookery – 3&4 Cert II in Hospitality – 1&2, 3&4
Epping Secondary College	Cert III in Beauty Services – 1&2 (3&4 in 2027)
Glenroy College	Cert III in Beauty Services – 1&2, 3&4 Certificate III in Health Services Assistance – 1&2, 3&4
Greensborough College	Cert II in Automotive Vocational Preparation – 1&2, 3&4 Cert II in Cookery – 1&2, 3&4 Cert III in Sport, Aquatics and Recreation – 1&2, 3&4
Hazel Glen College	Cert III in Business – 1&2 (3&4 in 2027) Cert III in Early Childhood Education and Care (Partial Completion) – 1&2, 3&4 Cert III in Health Services Assistance – 1&2 (3&4 in 2027) Cert II in Hospitality and Cert II in Cookery (Dual qualification) – 1&2, 3&4 Cert III in Music Performance – 1&2 (3&4 in 2027)
John Fawkner College	Cert III in Information Technology – 1&2 (3&4 in 2027)
Kolbe Catholic College	Cert III in Beauty Services – 1&2, 3&4
Lalor North Secondary College	Cert II/III in Music (Performance) – 1&2 (Cert II), 3&4 (Cert III) (Partial completion) Cert II in Sport and Recreation – 1&2 Cert III in Sport, Aquatics and Recreation – 1&2 (3&4 in 2027)
Macleod College	Cert III in Beauty Services – 1&2, 3&4 Cert II in Small Business Operations and Innovation – 1&2, 3&4 Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4
Marymede Catholic College	Cert III Allied Health Assistance (Partial completion) – 1&2, 3&4 Cert II in Construction Pathways – 1&2, 3&4 Cert II in Engineering Studies – 1&2, 3&4
Mill Park Secondary College	Cert II in Apparel, Fashion and Textiles – 1&2, 3&4 Cert III in Dance – 1&2, 3&4 (Partial completion) Cert III in Laboratory Skills – 1&2, 3&4 Cert III in Sport, Aquatics and Recreation – 1&2, 3&4
Northern College of the Arts & Technology	Cert II in Apparel, Fashion and Textiles – 1&2, 3&4 Cert II in Automotive Vocational Preparation – 1&2, 3&4 Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion) Cert III in Dance – 1&2, 3&4 (Partial completion) Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4 Cert II in Engineering Studies – 1&2, 3&4 Cert II in Integrated Technologies (Pre-vocational) – 1&2, 3&4 Cert III in Make-Up – 1&2, 3&4 Cert III in Music (Performance or Sound Production) – 1&2, 3&4

Northern College of the Arts & Technology <i>Cont.</i>	Cert III in Musical Instrument Making and Maintenance – 1&2, 3&4 Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4 Cert III in Screen and Media (Multimedia or Video Focus) – 1&2, 3&4 Cert III in Sport, Aquatics and Recreation – 1&2, 3&4 Cert II in Visual Arts – 1&2
Outer Northern Trade Training Centre	Cert II in Automotive Vocational Preparation – 1&2, 3&4 Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion) Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4 Cert II in Furniture Making Pathways (Partial completion) – Tradie Taster Cert II in Furniture Making Pathways/Certificate II in Electrotechnology (Partial completion) – Women in Trade Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4
Parade College	Cert II in Building and Construction Pre-apprenticeship (Bricklaying) – 1&2, 3&4 Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 Cert II in Building and Construction Pre-apprenticeship (Wall and Floor Tiling) – 1&2, 3&4 Cert III in Carpentry (SBAT) Cert II in Cookery – 1&2, 3&4 Cert II in Electrotechnology (Pre-vocational) – 1&2, 3&4 Cert II in Furniture Making Pathways – 1&2, 3&4 Cert II in Furniture Making Pathways/Building and Construction Pre-apprenticeship (Carpentry) – 1&2 (Partial completion) Cert III in Laboratory Skills – 1&2, 3&4 Cert III in Music (Sound Production) – 1&2, 3&4 Cert II in Plumbing (Pre-apprenticeship) – 1&2, 3&4 Cert III in Plumbing (SBAT) Cert III in Sport, Aquatics and Recreation – 1&2, 3&4
Pascoe Vale Girls School	Cert III in Hospitality – 1&2 (3&4 in 2027)
Peter Lalor Secondary College	Cert III in Beauty Services – 1&2, 3&4 Cert III in Business – 1&2, 3&4 Cert II in Community Services – 1&2 Cert II in Cookery – 1&2, 3&4 Cert III in Health Services Assistance – 1&2, 3&4 Cert II in Salon Assistant – 1&2 Cert II in Sport and Recreation – 1&2 (Partial completion) Cert III in Sport, Aquatics and Recreation – 1&2, 3&4 Cert III in Supply Chain Operations – 1&2 (3&4 in 2027)
Reservoir High School	Cert III in Business – 1&2, 3&4
St Helena Secondary College	Cert III Allied Health Assistance (Partial completion) – 1&2 (3&4 in 2027) Cert II in Automotive Vocational Preparation – 1&2, 3&4 Cert II in Building and Construction Pre-apprenticeship (Carpentry) – 1&2, 3&4 (Partial completion) Cert III in Community Service (Partial completion) – 1&2 (3&4 in 2027) Cert II in Cookery and Hospitality (Dual qualification) – 1&2, 3&4 Cert III in Dance (Partial completion) – 1&2, 3&4 Cert III in Early Childhood Education and Care (Partial completion) – 1&2, 3&4 Cert III in Entrepreneurship and New Business – 1&2 (3&4 in 2027)
Sydney Road Community School	Cert III in Music (Composition and Creation) – 1&2, 3&4
Templestowe College	Cert III in Information Technology – 1&2, 3&4 Cert II in Permaculture – 1&2
Thornbury High School	Cert II in Cookery – 1&2, 3&4
Whittlesea Secondary College	Cert III in Allied Health Assistance – 1&2, 3&4 Cert II in Automotive Vocational Preparation – 1&2, 3&4 Cert II in Construction Pathways – 1&2, 3&4 Cert II in Engineering Studies – 1&2, 3&4
Wollert Secondary College	Cert III in Business – 1&2 (3&4 in 2027) Cert III in Community Services – 1&2 (3&4 in 2027) Cert III in Sport, Aquatics and Recreation – 1&2 (3&4 in 2027)

Agriculture

FURTHER STUDY OPPORTUNITIES

Certificate III in Agriculture

Certificate IV in Agriculture

Diploma in Agriculture

Bachelor of Agriculture and Technology

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Animal Attendant
- Stockperson
- Farm Hand
- Station Worker
- Wool Handler
- Beekeeping Assistant
- Stud Hand



COURSE OVERVIEW

Enjoy a career working with the natural environment with a Certificate II in Agriculture. Students will learn how to care for livestock, recognise plants, and plan and construct fences. You will also receive important safety training in a range of industrial equipment, as well as how to safely use, transport, and store chemicals.

Graduates gain a diverse skillset that allows them to work in a wide range of farming enterprises, both cropping and livestock. If you are interested in a course that balances both academic and practical skills, with a focus on sustainable food and fibre production, look no further than agriculture.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Inspect/clean machine plant/animal/soil material
- Carry out basic electric fencing operation
- Muster and move livestock
- Provide feed for livestock
- Operate basic machinery and equipment
- Treat weeds
- Work effectively in the industry
- Participate in workplace communications
- Collect and record production data

HOST SCHOOL

Bundoora Secondary College
(VEG Education)

DAY/TIME

Wednesday

9.00am - 1.00pm (Units 1&2)
Units 3&4 in 2027

Conservation and Ecosystem Management

FURTHER STUDY OPPORTUNITIES

Certificates II and III in Horticulture

Certificate II in Landscaping

Certificate III in Conservation and Ecosystem Management

Certificate III in Horticulture

Certificate IV in Conservation and Ecosystem Management

Diploma of Conservation and Ecosystem Management



COURSE OVERVIEW

If you are interested in building your career in caring for Australia's biodiversity this qualification is for you. Gain the skills and knowledge you need to work outdoors in the conservation and ecosystem management industry. You'll develop practical skills in land and wildlife management, habitat restoration, operating machinery and more!

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in work health and safety processes
- Participate in environmentally sustainable work practices
- Capture digital media for fieldwork
- Maintain wildlife habitat refuges
- Perform basic ecological restoration works
- Plant trees and shrubs
- Collect native seed
- Recognise fauna
- Operate a handheld GPS device

- Operate in isolated and remote situations
- Operate basic machinery and equipment
- Operate and maintain chainsaws

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Parks and Wildlife Officer
- Pest Management Assistant (Feral Animals)
- Conservation Earthworks Trainee
- Landcare Assistant
- Conservation Project Assistant
- Conservation Earthworks Assistant
- Indigenous Land Management Assistant

HOST SCHOOL

Bundoora Secondary College
(VEG Education)

DAY/TIME

Wednesday 9.00am - 1.00pm (Units 1-4)

Horticulture

FURTHER STUDY OPPORTUNITIES

Certificate III and IV in Horticulture

Certificate III in Landscape Design

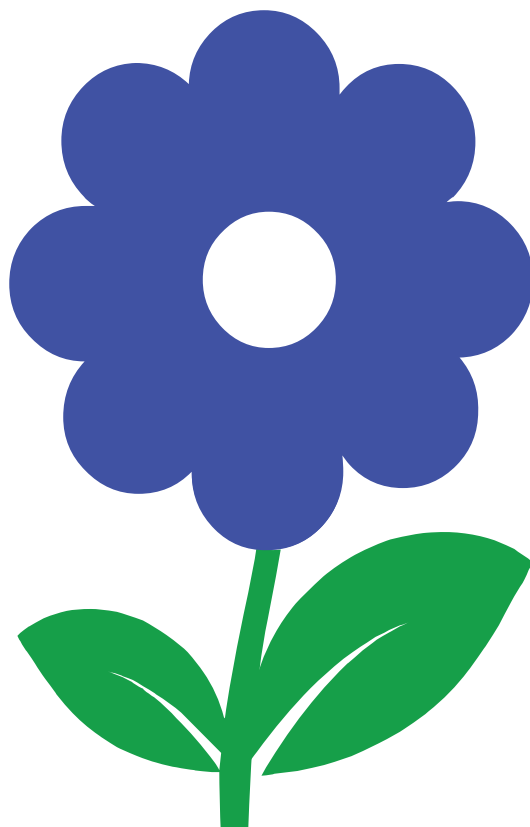
Certificate III in Landscape Construction

Diploma of Horticulture

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Nursery Assistant
- Parks And Gardens Assistant
- Landscape Designer
- Gardening Maintenance
- Sports Turf Farming
- Production Nursery Worker
- Irrigation Specialist



COURSE OVERVIEW

Learn to create a more sustainable environment with the Certificate II in Horticulture. Students will work in a range of gardens, parks and nurseries and learn about plant classification, selection, and identification, as well as weed, pest, and disease control. You will also gain skills in plant propagation, pruning, and revegetation, and gain a solid understanding of the roles farm chemicals, soils, and plant nutrition play in landscaping.

Graduates gain a diverse skillset that allows them to work in a wide range of horticultural enterprises including parks and gardens, landscaping, and plant nurseries.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Construct low-profile timber/mod
- Operate basic machinery and equipment
- Recognise plants
- Treat weeds
- Treat plant pests/diseases/disorders
- Soil/growing media sampling/testing
- Partake in work health safety process

HOST SCHOOL

Bundoora Secondary College
(Melbourne Polytechnic)

DAY/TIME

Wednesday

1.00pm – 4.30pm (Units 1&2)
Units 3&4 in 2027

AHC20422 Certificate II in Horticulture

Partial completion

COURSE OVERVIEW

Students will learn plant care, propagation and treat weeds, equipping them with practical experience and knowledge for careers in the horticulture industry. Students enrolled in this course have access to additional educational and support services to achieve successful outcomes. This is a one-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion students will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Recognise plants
- Treat weeds
- Treat plant pests/diseases/disorders
- Partake in work health/safety process

HOST SCHOOL

Croxton School
(Melbourne Polytechnic)

DAY/TIME

Friday 10.00am - 2.00pm (Units 1&2)
One-year course

Student Profile | Grace

Certificate III in Allied Health Services

Home/Host school: Marymede Catholic College



My name is Grace, and I'm a Year 11 student at Marymede Catholic College. I'm currently studying a Certificate III in Allied Health Services. I've always been interested in health and wellbeing, largely because of my mum and aunty, who both work in the health sector and have inspired me to follow a similar path.

This course has given me a strong foundation in practical, hands-on skills that are directly relevant to the healthcare industry. I've learned how to interact with a wide range of clients, understand medical terminology, and navigate workplace procedures. Some of the assessments can be a bit challenging at times, but I'm gaining valuable experience that's preparing me for the future.

Right now, I'm doing my placement at Estia Health, which has been a great opportunity to apply everything I've learned over the past year and a half in a real-world setting. The course also connects really well with my other VCE subjects, especially Physical Education and Psychology. Since it's a scored VCE VET subject, it will also contribute to my ATAR.

In the future, I'm interested in pursuing something fitness-related within the health field—possibly as a personal trainer or a physiotherapist. My experience in the VET program has been incredibly positive. I've had such a great teacher, Meaghan Voymard, who has been so helpful and supportive throughout the course. I've learned so much from her.

This course has really confirmed my passion for working in health, and I'm excited about where it could lead me.

Permaculture

FURTHER STUDY OPPORTUNITIES

Certificates III, IV and Diploma in Permaculture

Certificates III, IV and Diploma in Agriculture, Horticulture Conservation and Land Management

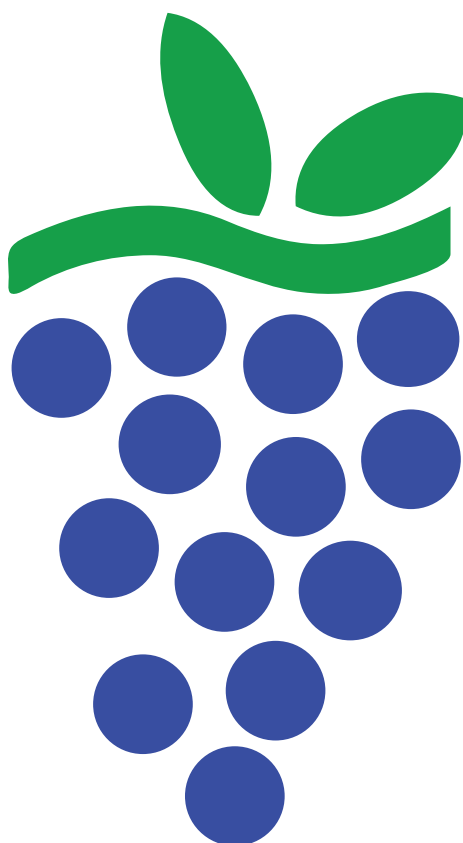
Bachelor of Sustainability

Bachelor of Agricultural Science

CAREER PATHWAYS

With additional training and experience, possible future career pathways may include work in the following areas/sectors:

- Parks And Gardens Worker
- Retail Nursery
- Organic Farmer
- Waste Recovery and Recycling Worker
- Landscape Construction Apprenticeship
- Sustainability Consultant
- Commercial Compost Worker
- Sustainability Educator



COURSE OVERVIEW

This course provides an introduction to a wide range of vocations in the sustainability, horticulture and community services sectors. It provides foundational knowledge in sustainability and environmental issues. Students use that knowledge base to build hands-on practical skills which they can use to address environmental problems across a wide range of workplaces. This is a two-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: This course provides credit at VCE units 1&2 level only. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 1 and 2 up to a maximum of six VCE units.

ATAR: No contribution is available.

VASS: VE3

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Propagation techniques
- Planting and maintenance of permaculture crops
- Composting, mulching and soil preparation
- Correct garden tool use and maintenance
- Maintenance of permaculture structures and water systems
- Understanding weather
- Understanding the local bioregion

HOST SCHOOL

Templestowe College
(Gold Standard Education)

DAY/TIME

Wednesday 2.00pm - 5.00pm (Units 1&2)

Rural Operations

(Urban Agriculture Focus)

FURTHER STUDY OPPORTUNITIES

Certificate III in Agriculture

Certificate III in Conservation and Ecosystem Management

Certificate III in Rural Operations

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Plant Propagator
- Nursery Hand
- Nursery Retail Worker
- Rural Operations Worker
- Urban Farmer
- Market Gardener



AHC21216 Certificate II in Rural Operations

This course has an urban agriculture focus

COURSE OVERVIEW

This qualification will give you the practical skills you need to work in varied capacities in urban agriculture, urban horticulture, and animal care. The agriculture and rural operations industry is growing, with up to 50,000 new jobs estimated to become available in the next five years. If you choose to study the rural operations (urban agriculture focus) qualification, you will develop basic knowledge and practical skills across work health and safety, livestock handling (including bee keeping), propagating plants, pruning shrubs and small trees, growing and harvesting organic food, urban crop production and farm design, machinery operation, and more.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in work health and safety processes

- Participate in workplace communications
- Treat weeds
- Treat plant pests, diseases and disorders
- Assist with soil or growing media sampling and testing
- Pot up plants
- Undertake propagation activities
- Prune shrubs and small trees
- Provide feed for livestock
- Operate basic machinery and equipment
- Monitor water supplies
- Carry out regular livestock observation
- Work effectively in the industry
- Participate in environmentally sustainable work practices
- Handle livestock using basic techniques

HOST SCHOOL

Bundoora Secondary College
(VEG Education)

DAY/TIME

Wednesday 1.00pm – 4.30pm (Units 1&2)
Units 3&4 in 2027

Animal Care

FURTHER STUDY OPPORTUNITIES

Certificate III in Animal Care Services (Animal Care or Pet Grooming)

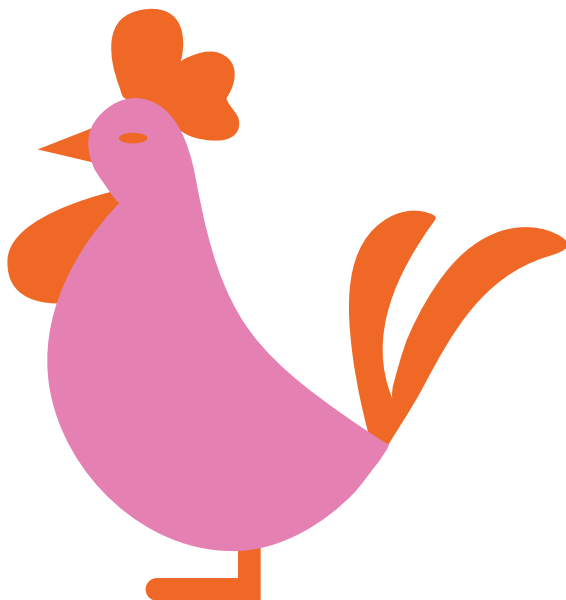
Certificate IV in Animal Behaviour and Training

Certificate IV in Veterinary Nursing

CAREER PATHWAYS

With additional training and experience possible future careers opportunities may include work in the following areas/sectors:

- Animal Care Attendant
- Animal Shelter/ Sanctuary Attendant
- Kennel/Cattery Attendant
- Pet Shop Attendant
- Assistant Animal Groomer



ACM20121 Certificate II in Animal Care

COURSE OVERVIEW

This qualification provides you with the basic skills and knowledge in order to become an animal carer. You will learn how to care for a variety of animals and provide information on animals, products, and services. You will gain the practical skills and basic knowledge you need for entry-level work in the animal care industry. You will learn how to assist with general animal care, provide food and water for animals, and follow occupational health and safety procedures in the workplace. You will undertake work in our college animals program throughout the year, giving you the opportunity to work with poultry, sheep, goats, reptiles and fish. You will also have dogs and cats attend class for practical training.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work in the animal care industry
- Participate in workplace communications
- Complete animal care hygiene routines
- Feed and water animals
- Assist in the health care of animals
- Provide basic first aid for animals
- Participate in workplace health and safety processes
- Participate in environmentally sustainable work practices

HOST SCHOOL

Bundoora Secondary College
(Access Skills Training)

DAYS/TIMES

Wednesday	1.00pm - 4.30pm (Units 1&2)
Wednesday	9.00am - 12.30pm (Units 3&4)

Apparel, Fashion and Textiles

FURTHER STUDY OPPORTUNITIES

Certificate III in Applied Fashion and Design

Certificate III in Clothing and Textile Production

Certificate IV in Applied Fashion Design and Merchandising

Certificate IV in Applied Fashion Design and Technology

Certificate IV Clothing Production

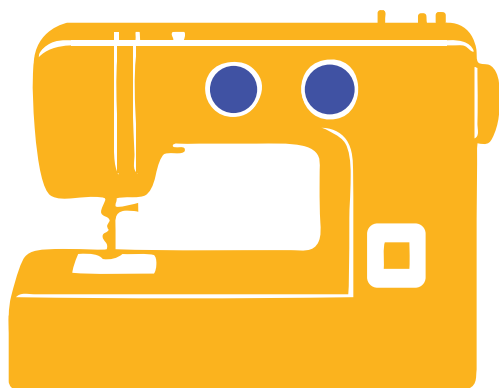
Diploma of Applied Fashion Design and Merchandise

Diploma of Applied Fashion Design and Technology

Diploma of Design (Fashion and Sustainability)

Advanced Diploma of Applied Fashion Design and Technology

Bachelor of Fashion Design



MST20722 Certificate II in Apparel, Fashion and Textiles

COURSE OVERVIEW

This course will provide an introduction to basic design and to develop skills and knowledge to prepare for work in a creative and production oriented environment within the fashion industry. Opportunities are provided to acquire and develop skills in sewing, design processes, working with patterns, applying quality standards and interpreting basic sketches.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to five VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

This program allows for creative expression to be developed and displayed in the practical projects undertaken which may include:

- Identify fibres and fabrics
- Sew components
- Modify patterns to create basic styles
- Draw and interpret a basic sketch
- Design and produce a simple garment
- Identify design process for fashion designs
- Work safety
- Apply quality standards

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Fashion Designer
- Clothing Pattern Maker
- Footwear Worker
- Clothing Trades Person
- Garment Cutter
- Machinist or Subcontractor
- Textile Designer
- Interior Decorator
- Theatrical Costume Maker and Designer
- Clothing and Soft Furnishing Production Worker
- Fashion Coordinator
- Retail Buyer

HOST SCHOOLS

Mill Park Secondary College
(Ripponlea Institute)

Northern College of the Arts & Technology

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1-4)

Wednesday 9.00am – 12.30pm OR
1.30pm – 5.00pm (Units 1&2)

Thursday 1.30pm – 5.00pm (Units 3&4)

Automotive

FURTHER STUDY OPPORTUNITIES

Certificate III in
Automotive Body Repair
Technology

Certificate III in
Automotive Electric
Vehicle Technology

Certificate III in Light
Vehicle Mechanical
Technology

Certificate III in Marine
Mechanical Technology

Certificate IV in
Automotive Management

Certificate IV in Motor
Sport Technology

Certificate IV in Vehicle
Loss Assessing

Diploma of Automotive
Management



AUR20720 Certificate II in Automotive Vocational Preparation

COURSE OVERVIEW

This course is designed to introduce students to the theory and practice of automotive maintenance and repair in a hands-on learning environment and focuses on providing students with simulated practical work experiences, employability skills and career pathways into the automotive industry as an apprentice.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level,

and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Use and maintain tools and equipment
- Identify automotive mechanical systems and components

- Remove and replace brake assemblies
- Inspect and service batteries
- Carry out basic vehicle servicing

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Light Vehicle Mechanic
- Heavy Commercial Vehicle Mechanic
- Auto Electrician
- Panel Beater
- Spray Painter
- Spare Parts Manager
- Service Manager
- Automotive Engineer

HOST SCHOOLS

Greensborough College
(AIET)

Northern College of the
Arts & Technology

Outer Northern Trade
Training Centre
(AIET)

St Helena Secondary College
(Educational Living)

Whittlesea Secondary College
(AIET)

DAYS/TIMES

Wednesday	1.30pm - 5.15pm (Units 1&2)
Thursday	1.30pm - 5.15pm (Units 3&4)
Wednesday	8.30am - 12.30pm OR 1.30pm - 5.30pm (Units 1&2)
Thursday	1.30pm - 5.30pm (Units 3&4)
Wednesday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 1&2)
Friday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 3&4)
Wednesday	1.30pm - 5.20pm (Units 1-4)
Wednesday	9.00am - 3.15pm (Units 1&2)
Friday	9.00am - 3.15pm (Units 3&4)

Aviation

FURTHER STUDY OPPORTUNITIES

Diploma of Police Search and Rescue

Diploma of Property Services (Asset and Facility Management)

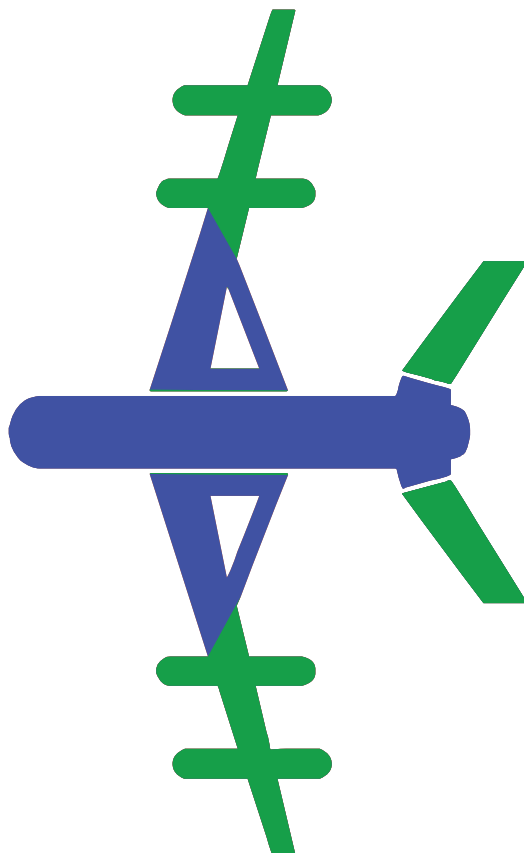
Advanced Diploma of Public Safety (Fire Fighting Management)

Diploma of Aviation

Diploma Commercial Pilot

Diploma Commercial Helicopter Pilot

Advanced Diploma Pilot in Command



AVI30419 Certificate III in Aviation (Remote Pilot)

COURSE OVERVIEW

Drones are increasingly becoming well known for their ability to increase safety and efficiencies, whilst reducing costs in comparison to traditional means of data capture. Drones are incredibly agile, and the latest technology means that they can provide rich, detailed information and data which can often be used across different departments to enhance business decisions.

This course is designed to take students from having never operated a remotely piloted aircraft (RPA) to obtaining a Certificate III qualification. The course will also accredit students with an Aeronautical Radio Operators Certificate (AROC), which is required to operate an RPA in controlled airspace. RPA's are now becoming commonplace in many industries including law enforcement, engineering, mining, telecommunications, energy, utilities, and many others.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

ATAR: Students will be eligible for a 10% increment.

VASS: VE3

- Operate and manage remote pilot aircraft systems
- Perform operational inspections on remote operated systems
- Launch, control and recover a remotely piloted aircraft
- Apply the principles of air law to remote pilot aircraft systems operations
- Control remote pilot aircraft systems on the ground
- Manage remote pilot aircraft systems

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Manage human factors in remote pilot aircraft systems operations
- Navigate remote pilot aircraft systems

CAREER PATHWAYS

With additional training and experience possible future careers opportunities may include work in the following areas/sectors:

- Engineering
- Surveying
- Law Enforcement
- Energy/Utility Sectors
- Artificial Intelligence
- Telecommunications
- Forensics
- Emergency Services
- Computer Science

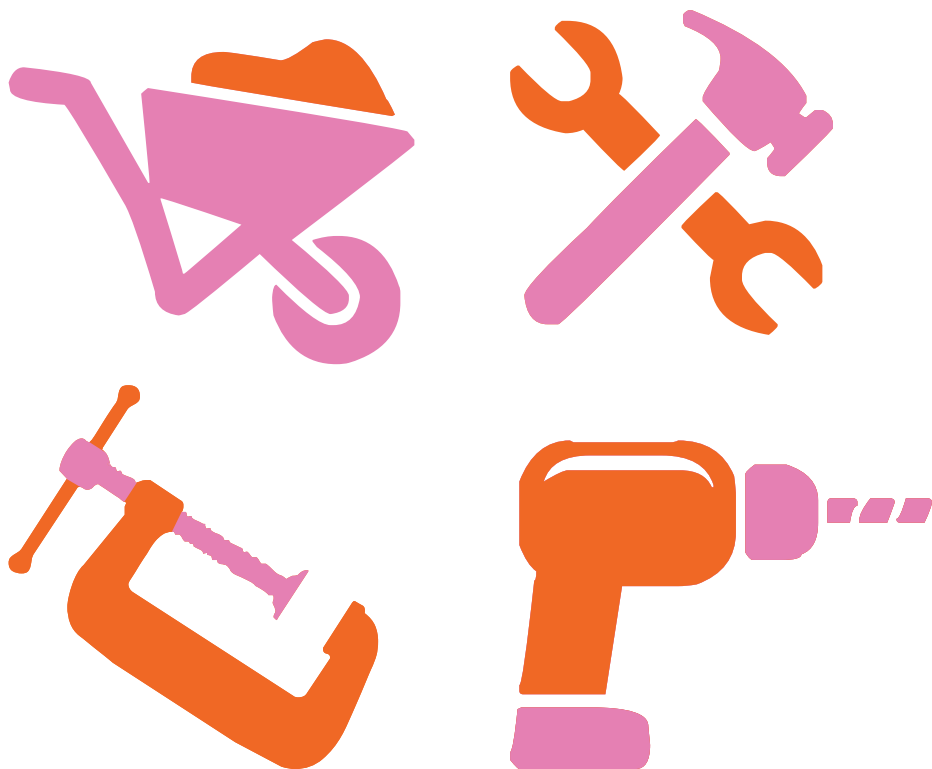
HOST SCHOOL

Bundoora Secondary College
(National Drones Training Institute)

DAYS/TIMES

Tuesday	1.00pm – 4.30pm (Units 1&2)
Thursday	1.00pm – 4.30pm (Units 3&4)

Building and Construction



FURTHER STUDY OPPORTUNITIES

It is anticipated that students completing the Certificate II in Building and Construction Pre-apprenticeship will be in a position to gain an apprenticeship with an employer in the building and construction industry.

Pathways are available for students in the following qualifications from the Construction, Plumbing and Services Training Package or the equivalent in new training packages including:

- Certificate II in Wall and Ceiling Lining
- Certificate III in Painting and Decorating
- Certificate III in Fire Protection

Students may also access a wide range of qualification at the Certificate IV and Diploma level from the building and construction industry following the completion of this course:

- Certificate IV in Building and Construction (Building)
- Certificate IV in Building and Construction (Specialist Trades)
- Diploma of Building and Construction (Building)

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Brick/Block Layer
- Building Site Administrator
- Building Inspector
- Contract Administrator
- Architect
- Carpenter
- Project Manager
- Estimator
- Drafter (Architectural)
- Builder and Quantity Surveyor

Carpentry

COURSE OVERVIEW

This course is a partial completion of the certificate and students will be issued with a statement of attainment. The course is designed for students entering the building and construction industry who want to become a carpenter. Students are taught ten core building modules and all of the carpentry stream modules. This course includes Construction Induction training (White Card).

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Workplace safety and induction
- Workplace procedures
- Building structures
- Safe handling and use of power tools
- Carpentry hand tools
- Introduction to demolition
- Building set out
- Levelling
- Calculations for the building industry

22614VIC Certificate II in Building and Construction Pre-apprenticeship (Carpentry) *Partial completion*

HOST SCHOOLS

Northern College of the Arts & Technology

Outer Northern Trade Training Centre (AIET)

Parade College (Bundoora campus)

St Helena Secondary College (Access Skills Training)

DAYS/TIMES

Wednesday	8.30am - 12.30pm OR 1.30pm - 5.30pm (Units 1&2)
Thursday	1.30pm - 5.30pm (Units 3&4)
Friday	8.30am - 12.30pm (Units 1&2)
Wednesday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 1&2)
Friday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 3&4)
Monday	7.30am - 3.15pm (Units 3&4) VCE VM
Tuesday	7.30am - 3.15pm VCE VM OR 1.30pm - 5.00pm (Units 1&2) VCE/ VCE VM
Tuesday	7.30am - 1.00pm (Third year option to complete course) VCE/VCE VM
Wednesday	7.30am - 1.00pm (Units 1&2) OR 1.30pm - 5.00pm (Units 1-4) VCE/ VCE VM
Thursday	7.30am - 11.00am (Units 1-4) VCE
Thursday	7.30am - 11.00am (Third year option to complete course) VCE
Friday	7.30am - 3.15pm (Units 1&2) VCE/ VCE VM
Wednesday	1.30pm - 5.15pm (Units 1&2)
Thursday	1.30pm - 5.15pm (Units 3&4)

* Students enrolled at Parade College are eligible to receive a full Certificate II in Building and Construction Pre-apprenticeship (Carpentry).

Bricklaying

COURSE OVERVIEW

This program in bricklaying has been developed specifically for the bricklaying industry. Emphasis is placed on hands-on learning opportunities. Students will undertake specific bricklaying modules. This course is a partial completion of the certificate. This course includes Construction Induction training (White Card).

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Workplace safety and industry induction
- Calculations for the building industry
- Communications for the building industry
- Bricklaying hand tools
- Bricklaying basic skills
- Bricklaying veneer construction principles
- Masonry blockwork

HOST SCHOOL

Parade College
(Bundoora campus)

DAYS/TIMES

Monday	7.30am - 1.00pm (Units 1&2) VCE VM
Tuesday	7.30am - 1.00pm (Units 1&2) VCE VM
Tuesday	1.30pm - 5.00pm (Units 1-4) VCE/VCE VM
Wednesday	7.30am - 1.00pm (Units 1-4) VCE/VCE VM
Wednesday	1.30pm - 5.00pm (Third year option to complete course)

Wall and Floor Tiling

COURSE OVERVIEW

This program is designed for people entering the building and construction industry who want to explore a career and employment opportunities as a wall and floor tiler. This course includes Construction Induction training (White Card).

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Wall and floor tiling hand and power tools
- Tiling substrates
- Tiling adhesives
- Worksafe safety and industry induction
- Workplace procedures for environmental sustainability
- Basic first aid
- Building structures
- Calculations for the building industry
- Introduction to scaffolding
- Levelling
- Safe handling and use of plant and power tools

HOST SCHOOL

Parade College
(Bundoora campus)

DAY/TIME

Wednesday 1.30pm - 5.00pm (Units 1-4)

Construction Pathways

COURSE OVERVIEW

This course provides students with the knowledge and skills that will enhance their employment prospects in the building and construction industry. Students gain a broad knowledge of building, bricklaying, and tile laying by understanding a range of practical tasks and projects. The aim of the Certificate II in Construction Pathways is to provide students with basic industry specific skills and knowledge to enable transition into an apprenticeship within the building and construction industries at the certificate III level.

CREDIT TOWARDS

- VPC:** Each completed 90-hour block of VET equals one VPC credit.
- VCE/VCE VM:** Recognition of up to four VCE VET units at Units 1&2 level, and VCE VET Unit 3-4 sequence.
- ATAR:** Students will be eligible for a 10% increment.
- VASS:** VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work effectively and sustainably in the construction industry
- Use construction tools and equipment
- Apply WHS requirements, policies and procedures in the construction industry
- Handle construction materials
- Apply WHS requirements, policies and procedures in the construction industry
- Plan and organise work
- Undertake basic estimation and costing
- Undertake a basic construction project
- Apply WHS requirements, policies and procedures in the construction industry

HOST SCHOOLS

Marymede Catholic College
(AIET)

Whittlesea Secondary College
(AIET)

DAYS/TIMES

Wednesday	8.00am -12.00pm (Units 1&2) 12.30pm - 4.30pm (Units 3&4)
Wednesday Friday	9.00am - 3.15pm (Units 1&2) 9.00am - 3.15pm (Units 3&4)

Student Profile | Cooper Certificate II in Plumbing

Host school: Outer Northern Trade Training Centre
Home school: Mill Park Secondary College



My name is Cooper and I'm a Year 12 VCE VM student at Mill Park Secondary College. I study Plumbing at the Outer Northern Trade Training Centre (ONTTC), where I'm completing both first and second year in 2025. I was first introduced to plumbing during my work placement, and I immediately knew it was the right fit for me. That experience led me to change my VET course from carpentry to plumbing so I could fully focus on a pathway I'm passionate about.

One of the things I enjoy most about ONTTC is how the teachers make the work enjoyable. They create a fun and engaging learning environment that feels more like a real job site than a classroom. We do more practical work than theory, which suits me perfectly because I enjoy hands-on learning. Sitting and writing all day just isn't for me, so being able to get up, use tools, and work on real tasks makes a big difference.

Since starting the course, I've learnt a lot – from the correct use of power tools and understanding different materials, to learning the proper processes to do a job right the first time. I've also learnt how to fix mistakes if they happen, which is an important skill on any worksite.

Adjusting to this style of learning was a bit of a challenge at first, especially due to a lot of my previous education being more theory-based. But now I've adapted and really enjoy the practical focus. I've also learnt a lot about workplace safety (OHS) and how to look after myself and others on the job.

At school, the VCE VM course supports the mental and personal aspects of work life, while ONTTC gives me the practical skills. Together, they've helped prepare me for my future. After graduation, I want to become a full-time plumber, start an apprenticeship, and one day either own my own business or join the union.

Business

FURTHER STUDY OPPORTUNITIES

Certificate IV in Accounting

Certificate IV in Business

Diploma of Accounting

Diploma of Business

Bachelor of Business

CAREER PATHWAYS

With additional training and experience possible future careers opportunities may include work in the following areas/sectors:

- Administrative/Office Assistant
- Information Officer
- Hotel or Motel Manager
- Human Resource Manager
- Logistics Clerk
- Receptionist
- Customer Services Officer
- Health Administration
- Office Manager
- Public Relations Officer
- Secretary
- Conveyancer
- Bank Worker
- Law Clerk
- Accountant



COURSE OVERVIEW

The aim of this program is to provide participants with knowledge and skill development to enhance their employment prospects within the business administration field.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4*

sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course. Peter Lalor Secondary College does not offer a scored assessment option.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Organise workplace information

- Design and produce business documents
- Recommend products and services
- Organise personal work priorities and development
- Maintain business resources
- Process customer complaints
- Work effectively with diversity
- Maintain financial records
- Contribute to effective workplace relationships
- Support operational plan
- Provide workplace information and resourcing plans

HOST SCHOOLS

Hazel Glen College (IVET)

Peter Lalor Secondary College *Non-scored (IVET)*

Reservoir High School (IVET)

Wollert Secondary College (IVET)

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1&2)
Units 3&4 in 2027

Wednesday 9.00am - 12.30pm (Units 1&2)
Wednesday 1.00pm - 4.30pm (Units 3&4)

Wednesday 1.30pm - 4.30pm (Units 1&2)
Thursday 1.30pm - 4.30pm (Units 3&4)

Thursday 1.45pm - 5.15pm (Units 1&2)
Units 3&4 in 2027

Entrepreneurship and New Business

FURTHER STUDY OPPORTUNITIES

Certificate IV in Entrepreneurship and New Business

Certificate IV in Leadership and Management

Diploma of Leadership and Management

CAREER PATHWAYS

With additional training and experience possible future careers pathways may include work in the following areas/sectors:

- Micro Business Operator
- Small Business Owner
- Small Business Contractor



COURSE OVERVIEW

This course provides students with the knowledge, skills, and confidence to start and run their own small business. With a focus on practical support and guidance, it equips aspiring and existing entrepreneurs with essential small business fundamentals, including market research, business planning, personal and team development, marketing, financial management, networking, and business growth strategies.

following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

ATAR: Students will be eligible for a 10% increment.

VASS: VE3

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Investigate business opportunities
- Organise finances for new business ventures
- Build and maintain business relationships
- Participate in sport at an advance level
- Use social media to engage customers

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the

HOST SCHOOL

St Helena Secondary College
(ITFE)

DAY/TIME

Wednesday

1.30pm - 5.15pm (Units 1&2)
Units 3&4 in 2027

Small Business Operations and Innovation

FURTHER STUDY OPPORTUNITIES

Certificate III in Business

Certificate IV in Small Business Management

Diploma of Business

Bachelor of Business

CAREER PATHWAYS

With additional training and experience possible future careers opportunities may include work in the following areas/sectors:

- Retail
- Business
- Marketing
- Finance



COURSE OVERVIEW

This course provides students with exposure to key skills and knowledge required in small business workplaces.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Contribute to health and safety of self and others
- Contribute to small business operations and innovation
- Develop elementary skills for small business environments
- Identify small business policies and procedures
- Undertake basic market research and promotion for a small business product or service
- Participate in small business quality processes
- Assist with the presentation of public activities and events
- Follow procedures for routine financial activities of a small business

HOST SCHOOL

Macleod College
(Ripponlea Institute)

DAYS/TIMES

Wednesday	1.00pm - 4.00pm (Units 1&2)
Thursday	1.00pm - 4.00pm (Units 3&4)

Community Services

FURTHER STUDY OPPORTUNITIES

Certificate III in Individual Support

Certificate IV in Alcohol and Other Drugs

Certificate IV in Disability

Certificate IV in Youth Work

Diploma in Community Services

Diploma in Early Childhood Education and Care

Bachelor of Social Work

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Individual Support
- Youth Services
- Community Worker
- Careers Counsellor
- Drug and Alcohol Counsellor
- Social Worker
- Childcare Worker
- Health Promotion Officer
- Prisons Officer
- Disability
- Civil Celebrant
- Education Support



CHC22015 Certificate II in Community Services

COURSE OVERVIEW

This course is ideal if you like working with people. You will be taught across a variety of work skill areas relevant to work within the community services industry. You will learn about community services relating to case management, advocacy and coordinating group activities. Your learning will involve role plays, simulations, project work, incursions and excursions. This is a one-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum of 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Organise and complete daily work activities
- Interact effectively with others at work
- Work with diverse people
- Use strategies to respond to routine workplace problems
- Provide first aid
- Participate in workplace health and safety
- Communicate and work in health or community services
- Provide first point of contact
- Manage personal stress in the workplace

HOST SCHOOL

Peter Lalor Secondary College
(IVET)

DAY/TIME

Wednesday 9.00am - 3.00pm (Units 1&2)

This course includes the completion of CHC22015 Cert II in Community Services

COURSE OVERVIEW

This course is ideal if you like working with people. You will be taught across a variety of work skill areas relevant to work within the community services industry. You will learn about community services relating to case management, advocacy and coordinating group activities. Your learning will involve role plays, simulations, project work, incursions and excursions.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORK-PLACE LEARNING

It is strongly recommended that students undertake a minimum of 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Organise and complete daily work activities
- Interact effectively with others at work
- Work with diverse people
- Use strategies to respond to routine workplace problems
- Provide first aid
- Participate in work-place health and safety
- Communicate and work in health or community services
- Provide first point of contact
- Manage personal stress in the workplace
- Respond to client needs
- Work within a community development framework
- Implement participation and engagement strategies

HOST SCHOOLS

DAYS/TIMES

Bundoora Secondary College* (IVET)	Wednesday Thursday	1.00pm - 4.30pm (Units 3&4) 1.00pm - 4.30pm (Units 1&2)
St Helena Secondary College (ITFE)	Wednesday	1.30pm - 5.15pm (Units 1&2) Units 3&4 in 2027
Wollert Secondary College (IVET)	Wednesday	1.45pm - 5.15pm (Units 1&2) Units 3&4 in 2027

* Students enrolled at Bundoora Secondary College are eligible to receive a full Certificate III in Community Services.

Early Childhood Education and Care

FURTHER STUDY OPPORTUNITIES

Diploma of Early Childhood Education and Care

Bachelor of Education (Early Years)

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Early Childhood Educator
- Early Years Teacher
- Family Day Care Educator
- Kindergarten Assistant
- Nanny
- Outside School Hours Care Educator
- Playgroup Supervisor



COURSE OVERVIEW

This course provides students with the opportunity to support the implementation of an approved learning framework and support children’s wellbeing, learning and development. Students will learn essential skills in areas such as how to communicate with children, support play and learning/basic development needs, provide food and basic health services including first aid and work health and safety processes.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

A minimum 160 hours of work placement is required to successfully complete this course. St Helena Secondary College provides opportunities during the year for students to engage in meaningful, hands-on activities at an Early Learning Childcare Centre.

THIS COURSE MAY INCLUDE

- Implement and monitor environmentally sustainable work practices
- Work within a relevant legal and ethical framework
- Develop cultural competence
- Ensure the health and safety of children
- Provide care for children
- Promote and provide healthy food and drinks
- Provide care for babies and toddlers
- Support behaviour of children and young people
- Develop positive and respectful relationships with children

HOST SCHOOLS

Charles La Trobe College
(Melbourne City Institute of Education)

Hazel Glen College
(Melbourne City Institute of Education)

St Helena Secondary College
(Melbourne College of Further Education)

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1&2)
Thursday 1.30pm - 5.00pm (Units 3&4)

Wednesday 8.45am - 12.15pm (Units 1&2)
1.30pm - 5.00pm (Units 3&4)

Monday 1.30pm - 5.15pm (Units 3&4)
Wednesday 1.30pm - 5.15pm (Units 1&2)

Design Fundamentals

FURTHER STUDY OPPORTUNITIES

Certificate III in Design Fundamentals (Graphic Design)

Certificate IV in Photography and Photo Imaging

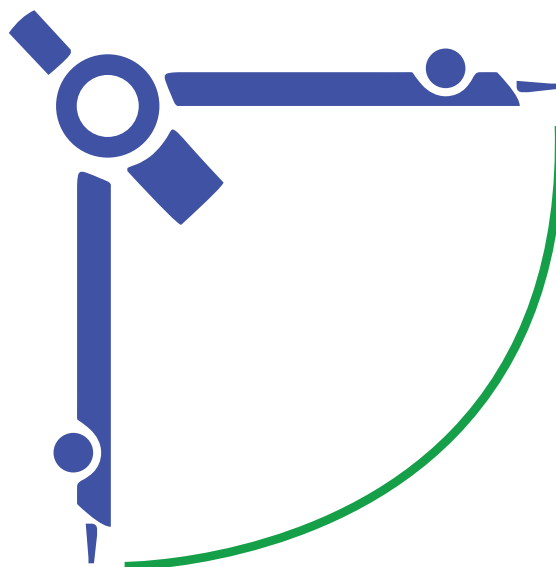
Certificate IV in Visual Arts

Diploma of Graphic Design

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Design Assistant
- Product Assistant
- Graphic Designer
- Graphic Artist
- Web Designer
- Multimedia Designer
- Advertising Designer



COURSE OVERVIEW

This course will introduce students to foundation skills to launch their career in creative industries and entrepreneurial behaviour and practice. Students will experience a variety of projects to begin shaping their creative style and inform their progression in becoming an entrepreneur. Building from a base of understanding the entrepreneurial space students will follow the design thinking process, learn problem solving skills and collaborate with their peers to explore entrepreneurship, communication, business building skills and creative software.

VCE/VCE VM: The course provides credit at Units 1 to 4 level. Each completed 90 nominal hours of training provides one unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six units.

ATAR: Students will be eligible for a 10% increment.

VASS: VE3

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Produce drawings to communicate ideas

- Produce creative work
- Follow a design process
- Explore and apply the creative design process to 2D forms
- Explore the use of colour
- Source and apply design industry knowledge
- Apply work health and safety practices
- Participate in collaborative creative projects
- Write content for a range of media
- Plan a career in the creative arts industry
- Develop and apply thinking and problem solving skills
- Develop and present business proposals

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

HOST SCHOOL

Bundoora Secondary College
(Australian Pacific College)

DAY/TIME

Wednesday 9.00am - 1.00pm (Units 1–4)

Screen and Media

FURTHER STUDY OPPORTUNITIES

Certificate IV in Screen and Media

Diploma of Screen and Media

Advanced Diploma of Screen and Media

Advanced Diploma of Creative Product Development

Bachelor of Multimedia and Digital Arts

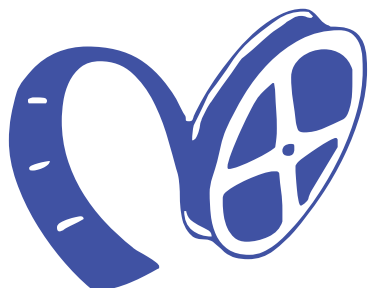
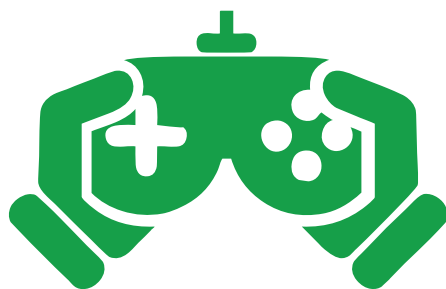
Bachelor of Design (Digital Media)

Bachelor of Games and Interactivity

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Graphic Designer
- Editor
- Publisher
- Multimedia Developer
- Web Content Manager
- Media Producer
- Photographer
- Screen Printer
- Games Developer



CUA31020 Certificate III in Screen and Media

This course has a games development focus

COURSE OVERVIEW

The program encourages students to develop skills in animation, web development, writing for various media, drawing, 3D modelling, basic sound editing, and digital imaging. It provides opportunity for diverse post-school pathways in visual arts, web design or film and television. Units 3&4 offers scored assessment and incorporates units such as 2D digital animations, writing content for a range of media, authoring interactive sequences, and creating visual design components.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level,

and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work effectively in the screen and media industries
- Produce and prepare

- photo images
- Create 2D digital animations
- Assist with a basic camera shoot
- Perform basic vision and sounds editing
- Plan and prepare program content
- Create visual design components
- Write content for a range of media
- Explore and apply the creative design process to 2D forms
- Prepare audio assets
- Develop and extend critical and creative thinking skills
- Promote innovation in a team environment
- Maintain interactive content
- Prepare video assets
- Develop techniques for presenting information on air
- Provide production support for television productions

HOST SCHOOL

Diamond Valley College (AIE)

DAYS/TIMES

Wednesday 8.48am – 1.15pm (Units 1&2)
Friday 8.48am – 1.15pm (Units 3&4)

CUA31020 Certificate III in Screen and Media

This course has a creative, digital and multimedia focus

COURSE OVERVIEW

This course covers a range of skills used in a media-based workplace and reflects current industry demands in animation, web design and digital imaging. Students learn skills to develop concept ideas and progress to learn technical skills to produce a variety of media products. Students use industry standard programs - Adobe Flash, Adobe Photoshop, Adobe Dreamweaver and Adobe Premiere and learn the basics of the software packages.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against*

undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.

ATAR: Scored assessment is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work effectively in the screen and media industries
- Produce and prepare photo images
- Create 2D digital animations

- Assist with a basic camera shoot
- Perform basic vision and sounds editing
- Plan and prepare program content
- Create visual design components
- Write content for a range of media
- Explore and apply the creative design process to 2D forms
- Prepare audio assets
- Develop and extend critical and creative thinking skills
- Promote innovation in a team environment
- Maintain interactive content
- Prepare video assets
- Develop techniques for presenting information on air
- Provide production support for television productions

HOST SCHOOL

Northern College of the Arts & Technology

DAY/TIMES

Wednesday 9.00am – 12.30pm OR
1.30pm – 5.00pm (Units 1-4)

CUA31020 Certificate III in Screen and Media

This course has a video focus

COURSE OVERVIEW

In this course students develop skills in film, audio, writing and online. Students undertake practices to create creative individual and collaborative media products. Over the two years, students will familiarise themselves with the pre-production stage in a range of media forms. They will script, storyboard, communicate their intent and record their planned product. Participants will also familiarise themselves with the media industry, completing tasks that explore areas of interest and hearing from Industry speakers. Throughout the course, students will meet like-minded people who will become their first colleagues as they enter the media industry.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work effectively in the screen and media industries
- Produce and prepare

- photo images
- Create 2D digital animations
- Assist with a basic camera shoot
- Perform basic vision and sounds editing
- Plan and prepare program content
- Create visual design components
- Write content for a range of media
- Explore and apply the creative design process to 2D forms
- Prepare audio assets
- Develop and extend critical and creative thinking skills
- Promote innovation in a team environment
- Maintain interactive content
- Prepare video assets
- Develop techniques for presenting information on air
- Provide production support for television productions

HOST SCHOOL

Northern College of the Arts & Technology
Non-scored

DAY/TIMES

Wednesday 9.00am – 12.30pm OR
1.30pm – 5.00pm (Units 1-4)

Visual Arts

FURTHER STUDY OPPORTUNITIES

Certificate III in Visual Arts
Certificate IV in Visual Arts
Diploma of Visual Arts

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Visual Artist
- Graphic Designer
- Set Painter
- Art Critic/Writer
- Illustrator
- Printmaker
- Designer
- Art Teacher
- Sculptor/Object Designer
- Concept Artist
- Portrait Painter
- Art Therapist



COURSE OVERVIEW

The course is an introduction to art and design providing opportunities to extend skills beyond a normal school setting. Students use a broad range of materials, equipment and techniques and are encouraged to explore and experiment. Students develop a portfolio of artworks and work with visiting artists and designers. This is invaluable for future pathways considerations. This is a two-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in WHS processes
- Make simple creative work
- Use and develop drawing techniques
- Develop painting skills
- Develop sculptural skills
- Develop printmaking skills
- Source and use information relevant to arts practice

HOST SCHOOL

Northern College of the Arts & Technology

DAYS/TIMES

Wednesday 9.00am - 12.30pm OR
1.30pm - 5.00pm (Units 1&2)
Thursday 1.30pm - 5.00pm (Units 1&2)

Dance

FURTHER STUDY OPPORTUNITIES

Certificate IV in Dance

Certificate IV in
Dance Teaching and
Management

Diploma of Professional
Dance (Elite Performance)

Diploma of Musical
Theatre

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Choreographer
- Dance Event Manager
- Dance Teaching and Management
- Ensemble Dancer
- Performer
- Professional Dancer



CUA30120 Certificate III in Dance *Partial completion*
This course includes the completion of CUA20120 Cert II in Dance

COURSE OVERVIEW

The course overview to provide technical and performance skills, knowledge and attitude needed to establish a career in the entertainment industry. This course is not recommended for students without prior dance experience. Each Host school delivers two dance electives e.g. jazz, contemporary, ballet, street, cultural. Please check with the Host school to confirm the dance electives prior to enrolment.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to five VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are advised against undertaking the Unit 3-4 sequence without first completing CUAWHS111 Follow safe dance practices and CUAWHS211 Develop a basic level of physical fitness for dance performances.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Develop a basic level of physical condition for dance performance
- Develop basic dance techniques
- Follow health, safety and security procedures
- Source and apply entertainment industry knowledge
- Prepare self for a dance performance
- Apply and refine basic dance techniques for performances

HOST SCHOOLS

Mill Park Secondary College
(Ausdance)

Northern College of the
Arts & Technology*

St Helena Secondary College
(Ausdance)

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1-4)

Wednesday 9.00am - 12.30pm (Units 1&2)
Wednesday 1.30pm - 5.00pm (Units 3&4)

Wednesday 1.30pm - 5.15pm (Units 1&2)
Thursday 1.30pm - 5.15pm (Units 3&4)

**Students must successfully audition prior to enrolment.*

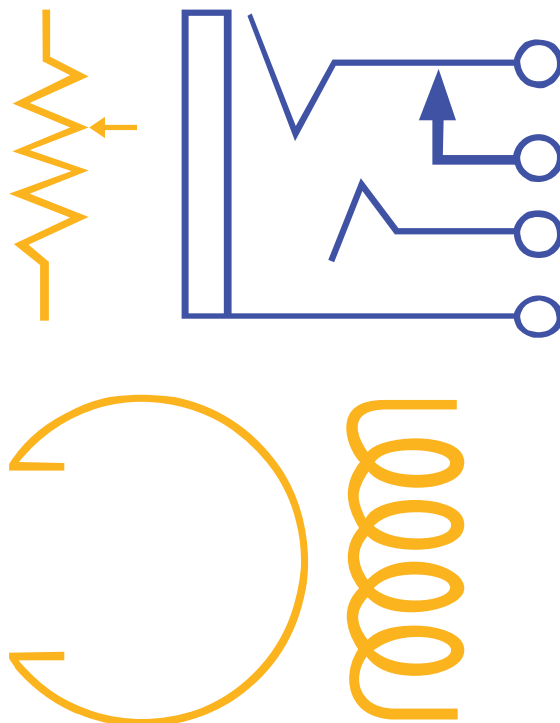
Electrical Industry

FURTHER STUDY OPPORTUNITIES

Students who complete the program will have enhanced employment prospects which may lead to employment in the electrical industry or into further education and training.

Participants who successfully complete this program may receive credit towards an apprenticeship in Electrotechnology. The most common pathway is credit towards the following courses:

- Certificate III in Electrotechnology Electrician
- Certificate III in Engineering - Industrial Electrician
- Certificate IV in Electrotechnology - Systems Electrician



22682VIC Certificate II in Electrotechnology (Pre-vocational)

COURSE OVERVIEW

This course provides both theoretical and practical training that is linked directly to the work that electrotechnology related technicians undertake. This course includes Construction Induction training (White Card).

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Basic electrical/electronic theory
- Renewable energy concepts and projects

- Electrical wiring theory, regulations and practice
- Electric motor theory and practice
- Integrated work placement

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Electrotechnology Assembler
- Electrical Fitter
- Electrical Instrumentation Technician
- Electrotechnology Trainer

HOST SCHOOLS

Macleod College
(AIET)

Northern College of the Arts & Technology

Outer Northern Trade Training Centre
(AIET)

Parade College
(Bundoora campus)

Parade College
(Preston campus)

DAYS/TIMES

Wednesday 12.30pm - 4.00pm (Units 1&2)
Thursday 12.30pm - 4.00pm (Units 3&4)

Wednesday 8.30am - 12.30pm OR
1.30pm - 5.30pm (Units 1&2)
Thursday 1.30pm - 5.30pm (Units 3&4)
Friday 8.30am - 12.30pm (Units 1&2)

Wednesday 8.00am - 12.00pm OR
12.30pm - 4.30pm (Units 1&2)
Friday 8.00am - 12.00pm OR
12.30pm - 4.30pm (Units 3&4)

Tuesday 7.30am - 12.50pm (Units 1&2) VCE VM
Tuesday 1.30pm - 5.00pm (Units 1-4) VCE
Wednesday 8.30am - 3.15pm (Units 1&2) VCE VM
Friday 7.30am - 12.50pm (Units 3&4) VCE VM

Monday 8.30am - 3.15pm (Units 3&4) VCE VM
Wednesday 8.30am - 3.15pm (Units 1-4) VCE VM
Thursday 8.30am - 3.15pm (Units 3&4) VCE VM

Engineering Studies

FURTHER STUDY OPPORTUNITIES

Apprenticeships -
Mechanical, Fabrication,
Automotive

Certificate III in Engineering

Certificate IV in Engineering

Diploma of Engineering

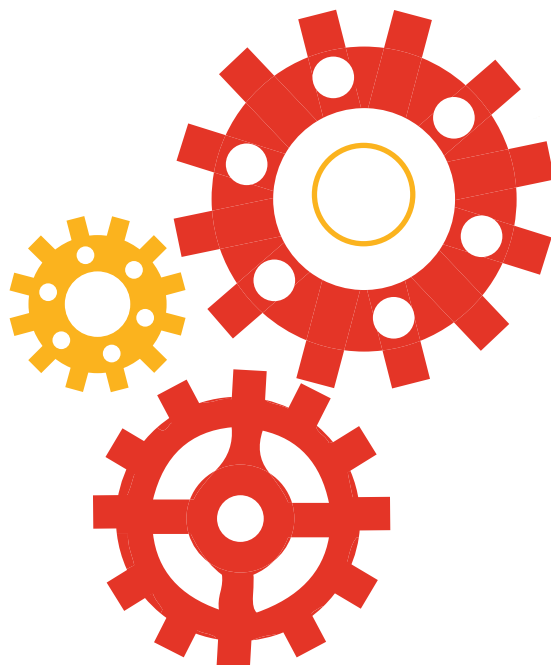
Advanced Diploma of
Engineering Technology

Bachelor of Engineering

CAREER PATHWAYS

With additional training
and experience possible
future career pathways
may include work in the
following areas/sectors:

- Electrical
- Engineer
- Fitter and Turner
- Metallurgical Engineer
- Automotive Engineering
- Electrician
- Manufacturing Engineer
- Mechanical Engineering
- CAD Engineering
Draftsman
- Instrument Fitter
- Toolmaker
- Boiler Maker
- WHS Practitioner
- Locksmith
- Electrical Fitter
- Jewellery Maker



22632VIC Certificate II in Engineering Studies

COURSE OVERVIEW

This course is designed to provide pre-employment training and a pathway into an engineering apprenticeship or can be used to gain the skills required for entry level employment in the engineering manufacturing related industries. A minimum achievement in Year 10 Maths and English and an aptitude for practical work is recommended.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against*

undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement

THIS COURSE MAY INCLUDE

- Apply principles of Occupational Health & Safety in work environment
- Perform basic machining processes
- Apply basic fabrication techniques
- Perform basic computational principles in engineering work activities
- Produce basic engineering components and products using fabrication and machining
- Produce basic engineering sketches and drawings
- Using CAD and hand drawing instruments
- Report on a range of sectors in the manufacturing, engineering and related industries
- Undertake a basic engineering project

HOST SCHOOLS

Marymede Catholic College
(AIET)

Northern College of the
Arts & Technology

Whittlesea Secondary College
(AIET)

DAYS/TIMES

Wednesday	8.00am - 12.00pm (Units 1&2)
Wednesday	12.30pm - 4.30pm (Units 3&4)
Wednesday	8.30am - 12.30pm OR 1.30pm - 5.30pm (Units 1&2)
Thursday	1.30pm - 5.30pm (Units 3&4)
Friday	8.30am - 12.30pm (Units 3&4)
Wednesday	9.00am - 3.15pm (Units 1&2)
Friday	9.00am - 3.15pm (Units 3&4)

Furnishing

FURTHER STUDY OPPORTUNITIES

Apprenticeship – Furniture Making

Certificate III Furniture Finishing

Certificate IV in Furniture Design & Technology

Diploma of Furniture Design & Technology

Bachelor of Design

CAREER PATHWAYS

With additional training and With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Cabinet Maker
- Wood Machinist
- Upholsterer
- Craft Designer/ Craftsperson
- French Polisher
- Furniture Designer and Maker
- Soft Furnishing Maker
- Musical Instrument Maker
- Furniture Restorer
- Shop Fitter



MSF20522 Certificate II in Furniture Making Pathways

COURSE OVERVIEW

This program provides students with the opportunities to gain comprehensive entry level training in the furnishing industry. The program covers broad based and core skills in cabinet making.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit*

3-4 sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Follow safe working policies and practices
- Construct a basic timber furnishing product
- Hand make timber joints

- Join solid timber
- Prepare surfaces for finishing
- Assemble furnishing components
- Use furniture making sector hand and power tools
- Make a career plan

HOST SCHOOL

Parade College
(Bundoora campus)

DAYS/TIMES

Tuesday	7.30am - 12.50pm (Units 1&2) VCE VM
Tuesday	1.30pm - 5.00pm (Units 1-4) VCE VM
Wednesday	7.30am - 12.50pm (Units 1-4) VCE VM

MSF20522 Certificate II in Furniture Making Pathways

Partial completion (Tradie Taster)

COURSE OVERVIEW

The Tradie Taster course is designed to give Year 10 students a valuable introduction to a range of trade-based learning experiences. With a strong emphasis on practical, hands-on activities, this course aims to prepare students to make informed and confident decisions about pursuing a VET pathway in Years 11 and 12.

Many students enter vocational streams with limited understanding of the trades they select. This course addresses that gap by offering students the opportunity to explore multiple trade areas in a supportive, introductory environment. Through a combination of practical projects and theoretical learning, students gain insight into the skills, expectations, and pathways within

various trades. In addition, students begin developing job-readiness skills that will support them in future work placements and employment settings.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion students will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Develop a career plan for the furnishing industry
- Use timber furnishing construction techniques
- Prepare to work safely in the construction industry

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MSF20522 Certificate II in Furniture Making Pathways

22614VIC Certificate II in Building and Construction
Pre-apprenticeship (Carpentry) Partial Completion

COURSE OVERVIEW

Students complete a variety of units from two different certificates. This one-year course is available exclusively to students from Concord School. Enrolled students have access to additional educational and support services to help them achieve successful outcomes.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion student will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work safely in the construction industry
- Workplace safety and site induction
- Wall framing
- Use of bricklaying hand tools
- Working in teams
- Joining furnishing materials
- Make simple timber joints

HOST SCHOOL

Outer Northern Trade Training Centre
(AIET)

DAYS/TIMES

Tuesday 8.00am - 12.00pm OR
Thursday 8.00am - 12.00pm

HOST SCHOOL

Parade College
(Bundoora campus)

DAY/TIME

Wednesday 9.30am - 2.30pm

MSF20522 Certificate II in Furniture Making Pathways 22499VIC Certificate II in Electrotechnology *Partial completion* (Women in Trades)

COURSE OVERVIEW

The Women in Trades course is a practical, hands-on program tailored for Year 10 female students to explore a variety of trade pathways in a supportive and inclusive environment. It offers early exposure to VET, empowering students to make informed and confident choices when selecting their senior certificate subjects in Years 11 and 12.

Led by female teaching staff at ONTTC, the course aims to break down traditional barriers and inspire young women to see themselves as capable and successful in trade-based careers.

With small class sizes to ensure personalised guidance and support, this course builds practical skills, confidence, and

job readiness—equipping participants with the foundation they need to step into their senior years and future trade pathways with self-assurance.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion students will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Fix and secure electrotechnology equipment
- Plan and complete basic electrotechnology project
- Prepare to work safely in the construction industry

While the majority of Units of Competency (UoCs) are drawn from the electrical package, students will also gain valuable hands-on experience working with timber. Throughout the course, they will design and build their own bedside LED lamp, construct a custom Bluetooth speaker, and complete a range of other small but engaging projects. In addition, students will spend time in the Automotive workshop, where they'll learn and apply basic car servicing skills.

HOST SCHOOL

Outer Northern Trade Training Centre
(A/ET)

DAY/TIME

Thursday 10.30am - 2.30pm

Student Profile | Hayley Certificate III in Beauty Services

Home/Host school: Peter Lalor Secondary College



I began my VET journey as a student at Peter Lalor Secondary College which resulted in the completion of three NMVC VET courses:

- Cert II Retail Cosmetics at Peter Lalor Secondary College in 2018
- Cert III Beauty Services at Macleod College in 2019
- Cert II in Salon Assistant at Peter Lalor Secondary College in 2020

Enrolling in Certificate II in Retail Cosmetics during Year 10 at Peter Lalor Secondary College provided me with an invaluable foundation for my future self as a Beauty Therapist.

My enthusiasm for beauty has always been evident – whether it involved painting my nails, applying makeup, or using fake tan, I found joy in every aspect of the beauty world. From a young age, I recognized my passion for this industry, and pursuing VET Retail Cosmetics was the perfect initial step, paving the way for my subsequent Certificate III in Beauty Services.

While studying, I gained significant insights into the workings of a beauty salon. My courses included practical role-playing exercises that taught me how to welcome clients, understand their needs, and create a safe and nurturing environment. These experiences helped me grasp what it truly means to work in the field and prepared me for real-world challenges. Studying beauty was not just educational; it was a joyful experience filled with new friendships, weekly gatherings, and a sense of camaraderie with fellow beauty enthusiasts.

At 15, after finishing my beauty courses, I established my own home studio, allowing me to pursue my passion professionally. After completing Year 12, I dedicated myself to my business full-time and have since broadened my service offerings. I've pursued further education in various specialties, including eyebrow laminations, cosmetic eyebrow tattooing, fat freezing, and teeth whitening, among others.

Now, seven years after completing my first beauty course in Retail Cosmetics, I provide 13 distinct beauty treatments, maintain a loyal clientele of over 100 clients, and have successfully launched three additional businesses – beauty training, lash and mascara growth serums, and my own product line.

I'm also thrilled to have been given the opportunity to return to Peter Lalor Secondary College as a teacher for the Certificate III in Beauty Services, sharing my passion and knowledge with aspiring beauty therapists.

To all students contemplating a VET course, my advice is simple: persevere through the challenges, absorb every lesson, and leverage what you learn for your future. Everyone has to start somewhere, and beginning your journey early can give you a significant advantage in the industry!

Beauty Services

FURTHER STUDY OPPORTUNITIES

Certificate IV in Beauty Services

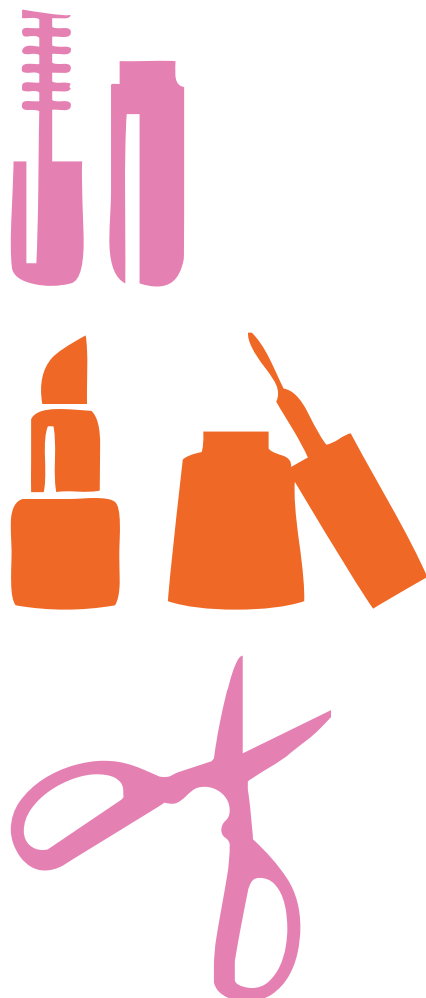
Diploma of Beauty Therapy

Bachelor of Dermal Services

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Make-Up Artist
- Cosmetic Consultant in Department Store or Pharmacy
- Nail Technician
- Waxing Technician
- Spray Tanning Specialist
- Beautician
- Manicure and Pedicure Specialist
- Freelance Beauty Consultant
- Cosmetic or Beauty Equipment
- Sales Representative



COURSE OVERVIEW

This course will give you the skills to confidently deliver treatments such as waxing, make-up, nail technology, lash and brow treatments, lash extensions, cosmetic tanning, demonstration and sales of retail skin care and other cosmetic products, effective communication, and the retail environment. If you enjoy working with people and want to build a career in the beauty services industry, this course is for you.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORK-PLACE LEARNING

It is strongly recommended that students undertake a

minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Conduct salon financial transactions
- Apply safe hygiene, health & work practices
- Apply cosmetic tanning products
- Advise on beauty products and services
- Provide lash & brow services
- Provide waxing services
- Design & apply make-up
- Provide manicure and pedicure services
- Provide salon services to clients

HOST SCHOOLS

Epping Secondary College
(AIET)

Glenroy College
(AIET)

Kolbe Catholic College
(AIET)

Macleod College
(AIET)

Peter Lalor Secondary College
(AIET)

DAYS/TIMES

Wednesday	12.30pm - 4.00pm OR
Thursday	8.30am - 12.00pm (Units 1&2)
Wednesday	8.30am - 12.30pm OR
	12.30pm - 4.30pm (Units 1-4)
Friday	9.00am - 1.00pm (Units 1-4)
Wednesday	8.30am - 12.30pm (Units 1&2)
Wednesday	1.00pm - 5.00pm (Units 3&4)
Wednesday	9.00am - 12.30pm OR
	1.00pm - 4.30pm (Units 1&2)
Thursday	9.00am - 12.30pm OR
	1.00pm - 4.30pm (Units 3&4)
Friday	9.00am - 12.30pm (Units 1&2)
Tuesday	9.00am - 4.30pm OR
Wednesday	9.00am - 4.30pm (Units 1-4)
	One-year course
Wednesday	9.00am - 12.30pm OR
	1.00pm - 4.30pm (Units 1&2)
Friday	9.00am - 12.30pm OR
	1.00pm - 4.30pm (Units 3&4)

Make-Up

FURTHER STUDY OPPORTUNITIES

Certificate III in Beauty Services

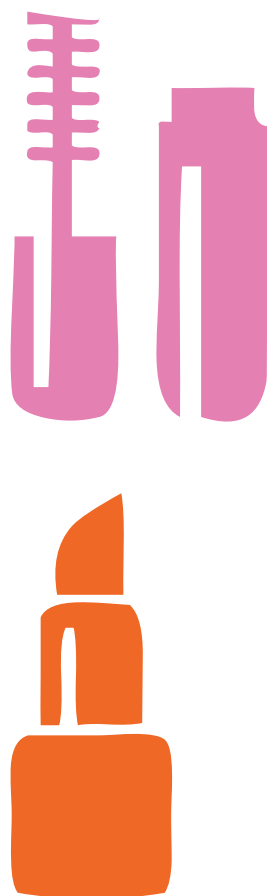
Certificate IV in Beauty Therapy

Diploma of Beauty Therapy

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Make-Up Artist (Fashion, Beauty, Photography and Freelance)
- Make-Up Consultant in Department Store or Pharmacy
- Beauty Therapist
- Cosmetic or Beauty Equipment Sales Representative



COURSE OVERVIEW

This course provides students with the skills and knowledge to undertake roles as make-up artists designing and applying make-up across the beauty, fashion, media and entertainment industries. Skills are developed for work in make-up studios, retail cosmetic counters, fashion and media sets, and photography studios.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Design and apply make-up
- Design and apply make-up for photography
- Design and apply remedial camouflage make-up

- Apply airbrushed make-up
- Design and apply creative make-up
- Research and apply beauty industry information
- Provide salon services to clients
- Comply with organisational requirements within a personal services environment
- Apply safe hygiene, health and work practices

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3-4 sequences.

HOST SCHOOL

Northern College of the Arts & Technology*

DAYS/TIMES

Wednesday	9.00am - 12.30pm (Units 1&2)
Wednesday	1.30pm - 5.00pm (Units 1-4)
Thursday	1.30pm - 5.00pm (Units 3&4)

* Students are required to attend four compulsory school holiday classes (9.30am - 4.30pm). In the first year during the September school holidays and in the second year during the June school holidays.

Salon Assistant

FURTHER STUDY OPPORTUNITIES

Apprenticeship –
Hairdressing

Certificate IV in
Hairdressing

Advanced Diploma in
Hairdressing

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Hairdresser
- Retail Sales
- Salon Manager



COURSE OVERVIEW

This program is an introduction to vocational training and will provide participants with the basic knowledge and skill development to enhance their employment prospects in the hair-dressing industry as an apprentice. This is a one-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Prepare clients for salon services
- Dry hair to shape
- Maintain tools and equipment
- Maintain and organise work areas
- Follow personal health and safety routines at work
- Work effectively in a retail environment
- Apply safe working practices

- Communicate in the workplace
- Perform head, neck and shoulder massage
- Develop hairdressing industry knowledge
- Apply temporary hair colour and remove residual colour products
- Assist colleagues providing multiple salon services as a team member
- Apply single, two and three strand braiding techniques

HOST SCHOOL

Peter Lalor Secondary
College
(AIET)

DAYS/TIMES

Wednesday 9.00am - 3.00pm OR
Friday 9.00am - 3.00pm (Units 1&2)

Allied Health Assistance

FURTHER STUDY OPPORTUNITIES

Certificate IV in Allied Health Assistance

Certificate IV in Health Administration

Certificate IV in Pathology

Diploma of Nursing

Advanced Diploma of Nursing

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Allied Health Assistant
- Physiotherapy Assistant
- Speech Therapy Assistant
- Health Technician
- Podiatry Assistant
- Pathology Collector
- Occupational Therapy Assistant
- Medical Receptionist
- Dietetics Assistant
- Health Promotion Assistant



COURSE OVERVIEW

This is a nationally accredited qualification in an area of high demand. Allied health assistance is an emerging and growing career option in both public and private practice. This course provides students with experience in a variety of allied health professions, including the work worlds of physiotherapy, occupational therapy, dietetics/nutrition and speech pathology. It aims to encourage young people to explore the many options available within the community health and hospital environments. This course is suitable if you have an interest in health assistant work in acute care, rehabilitation and community settings, and working with staff and clients of all ages.

Students will be provided with the skills and knowledge to work as an allied health assistant in a diverse range of allied health fields.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of two VCE VET units at Unit 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORK-PLACE LEARNING

A minimum 120 hours of work placement is required to successfully complete this course.

THIS COURSE MAY INCLUDE

- Comply with infection control policies and procedures
- Communicate and work effectively in health
- Interpret and apply medical terminology
- Provide first aid
- Recognise healthy body systems in a health care context
- Assist with an allied health program
- Assist with client movement
- Maintain patient records
- Provide reception services for a practice

HOST SCHOOLS

Marymede Catholic College
Partial completion (IVET)

St Helena Secondary College
Partial completion (iTFE)

Whittlesea Secondary College
(IVET)

DAYS/TIMES

Wednesday 8.30am - 12.00pm (Units 1&2)
Wednesday 12.30pm - 4.00pm (Units 3&4)

Friday 1.30pm - 5.15pm (Units 1&2)
Units 3&4 in 2027

Wednesday 9.00am - 3.15pm (Units 3&4)
Friday 9.00pm - 3.15pm (Units 1&2)

Health Services Assistance

FURTHER STUDY OPPORTUNITIES

Certificate IV in Health Care
 Certificate IV in Medical Practice Assisting
 Certificate IV in Population Health
 Diploma of Anaesthetic Technology
 Diploma of Nursing
 Diploma of Paramedical Science
 Bachelor of Health Science
 Bachelor of Nursing

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Aged or Disability Carer
- Dental Assistant
- Therapy Aide
- Massage Therapist
- Paramedic
- Registered Nurse
- Counsellor
- Occupational Health and Safety Officer
- Dispensary Technician
- Medical Laboratory Assistant
- Occupational Therapist
- Health Promotion Officer



COURSE OVERVIEW

This qualification reflects the role of workers who provide support for the effective functioning of health services. At this level workers complete tasks under supervision involving known routines and procedures or complete routine but variable tasks in collaboration with others in a team environment. Pathways may include employment in health and ancillary services assistance roles such as food services assistant (hospital), general hand (hospital), ward hand (hospital) and others.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of two VCE VET units at Unit 1&2 level, and two VCE VET Unit 3-4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course. Peter Lalor Secondary College does not offer a scored assessment option.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Communicate and work in health or community services
- Work with diverse people
- Comply with infection prevention and control policies and procedures
- Participate in workplace health and safety

HOST SCHOOLS

Glenroy College
 (Mayfield Education)

Hazel Glen College
 (IVET)

Peter Lalor Secondary College
 Non-scored (IVET)

DAYS/TIMES

Wednesday	9.00am - 12.30pm (Units 1&2)
Wednesday	1.00pm - 4.30pm (Units 3&4)
Wednesday	1.30pm - 5.00pm (Units 1&2) Units 3&4 in 2027
Wednesday	9.00am - 12.30pm OR 1.00pm - 4.30pm (Units 1&2)
Friday	9.00am - 12.30pm OR 1.00pm - 4.30pm (Units 3&4)

Cookery

FURTHER STUDY OPPORTUNITIES

Certificate III in Commercial Cookery

Certificate III/IV in Patisserie

Certificate IV in Kitchen Management

Bachelor of Culinary Management

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Kitchen Hand
- Catering Assistant
- Fast Food Cook
- Food Preparation Assistant
- Apprentice Chef
- Café or Restaurant Assistant
- Chef or Cook
- Sous Chef
- Catering Manager
- Food and Beverage Supervisor
- Hospitality Business Owner



COURSE OVERVIEW

The program helps students develop a range of transferable and life-skills, that can position them well, to secure part-time employment. Students will be a step ahead of the rest with workplace readiness and have an advantage when applying for jobs within the hospitality sector around the world. On successful completion of this course students will receive a dual qualification – Certificate II in Hospitality and Certificate II in Cookery.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Use hygienic practices for food safety
- Clean kitchen premises and equipment
- Work effectively with others
- Participate in safe work practices
- Use cookery skills effectively
- Produce dishes using basic methods of cookery
- Produce appetisers and salads
- Produce stocks, sauces and soups
- Produce vegetable, fruit, egg and farinaceous dishes
- Prepare poultry dishes
- Work effectively in a commercial kitchen

HOST SCHOOLS

Hazel Glen College
(IVET)

St Helena Secondary College
(IVET)

DAYS/TIMES

Wednesday 8.30am – 12.30pm (Units 1&2)
Wednesday 1.30pm – 5.30pm (Units 3&4)

Wednesday 1.30pm – 6.00pm (Units 1&2)
Thursday 1.30pm – 6.00pm (Units 3&4)

SIT20421 Certificate II in Cookery

COURSE OVERVIEW

This program is designed to provide students with training and skills to be competent to work in the hospitality industry with a particular focus on commercial cookery.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units*

1&2 because Unit 3-4 sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course. Peter Lalor Secondary College does not offer a scored assessment option.

VASS: VE1

THIS COURSE MAY INCLUDE

- Use hygienic practices for food safety
- Clean kitchen premises and equipment
- Work effectively with others
- Maintain the quality of perishable items
- Participate in safe work practices

- Use cookery skills effectively
- Produce dishes using basic methods of cookery
- Produce appetisers and salads
- Produce stocks, sauces and soups
- Produce vegetable, fruit, egg and farinaceous dishes
- Prepare poultry dishes

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

HOST SCHOOLS

DAYS/TIMES

Eltham College*	Wednesday	4.00pm - 9.30pm OR
	Thursday	4.00pm - 9.30pm (Units 3&4)
Greensborough College (IVET)	Wednesday	1.30pm - 5.15pm (Units 1&2)
	Thursday	1.30pm - 5.15pm (Units 3&4)
Parade College (Bundoora campus)	Tuesday	1.30pm - 5.00pm (Units 1&2)
	Wednesday	1.30pm - 5.00pm (Units 3&4)
Peter Lalor Secondary College Non-scored (IVET)	Friday	8.00am - 4.30pm (Units 1-4) One-year course
Thornbury High School (IVET)	Wednesday	1.00pm - 4.30pm (Units 1&2)
	Thursday	1.00pm - 5.00pm (Units 3&4)

* Eltham College offers the Certificate II in Hospitality to all Year 1 students. In Year 2, students have the option to transfer and complete the Certificate II in Cookery.

SIT20421 Certificate II in Cookery Partial completion

COURSE OVERVIEW

This program is designed to provide students with training and skills to be competent to work in the hospitality industry with a particular focus on commercial cookery. Home schools that enrol students in this course need to provide access to additional educational and support services for their students. This is a one-year course. Please contact Peter Lalor Secondary College for further information.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion student will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Use hygienic practices for food safety
- Clean kitchen premises and equipment
- Work effectively with others
- Maintain the quality of perishable items
- Participate in safe work practices

- Use cookery skills effectively
- Produce dishes using basic methods of cookery
- Produce appetisers and salads
- Produce stocks, sauces and soups
- Produce vegetable, fruit, egg and farinaceous dishes
- Prepare poultry dishes

HOST SCHOOL

Peter Lalor Secondary College (IVET)

DAY/TIME

Wednesday 9.45am - 2.15pm

Hospitality

FURTHER STUDY OPPORTUNITIES

Certificate III in Hospitality

Certificate IV in Hospitality

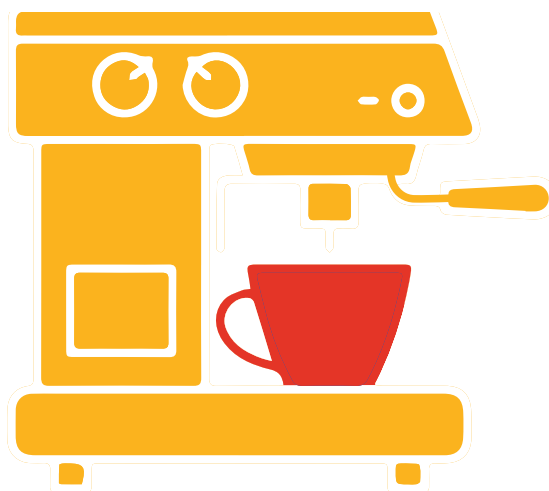
Diploma of Hospitality Management

Bachelor of Tourism and Hospitality Management

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Café or Restaurant Worker
- Barista
- Food and Beverage Assistant
- Front of House Staff
- Event or Function Assistant
- Bar Attendant
- Hotel or Accommodation Staff
- Event Coordinator
- Hospitality Manager
- Hospitality Business Owner



COURSE OVERVIEW

This course provides students with the skills and knowledge to work in multiple food and beverage settings within the hospitality industry.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course. Bundoora Secondary College does not offer a scored assessment option.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Work effectively with others
- Source and use information on the hospitality industry

- Use hospitality skills effectively
- Interact with customers
- Use hygienic practices for food safety
- Participate in safe work practices
- Prepare and serve espresso coffee
- Serve food and beverage
- Clean kitchen premises and equipment
- Show social and cultural sensitivity
- Clean and tidy bar areas
- Prepare and serve non-alcoholic beverages

HOST SCHOOLS

Eltham College

Pascoe Vale Girls College
(Quality Service Skills)

DAYS/TIMES

Monday	4.00pm - 9.30pm OR
Tuesday	4.00pm - 9.30pm (Units 1&2)
Wednesday	4.00pm - 9.30pm (Units 3&4)
Wednesday	9.00am - 1.00pm (Units 1&2) Units 3&4 in 2027

Information Technology

FURTHER STUDY OPPORTUNITIES

Certificate IV in Information Technology, specialising in Networking or Support

Diploma of Information Technology

CAREER PATHWAYS

This qualification equips individuals with the necessary skills and knowledge to excel in various technical roles within the information and communications technology (ICT) field. It encompasses a diverse set of technical ICT skills, opening up numerous career pathways within the industry. Graduates will attain a high level of proficiency as advanced ICT users, capable of supporting IT operations across a broad spectrum of areas such as technical support, network administration, web technologies, software applications, and digital media technologies.



ICT30120 Certificate III in Information Technology

COURSE OVERVIEW

The competencies for ICT30120 Certificate III in Information Technology are designed to provide students with the skills and knowledge to be competent in introductory ICT technical functions. You will learn to support information activities in the workplace and to achieve a degree of self-sufficiency as an advanced IT user.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the*

scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that student undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- * Common digital technologies
- Hardware care and maintenance

- Computer operating systems
- Standard diagnostics
- Introductory programming techniques
- Information ethics and security
- Critical and creative thinking skills
- Teamwork and workplace etiquette
- Safe and sustainable work practices

HOST SCHOOLS

John Fawcner College (IVET)

Templestowe College (IVET)

DAYS/TIMES

Wednesday 2.00pm - 5.00pm (Units 1&2)
Units 3&4 in 2027

Wednesday 2.00pm - 5.00pm (Units 1-4)

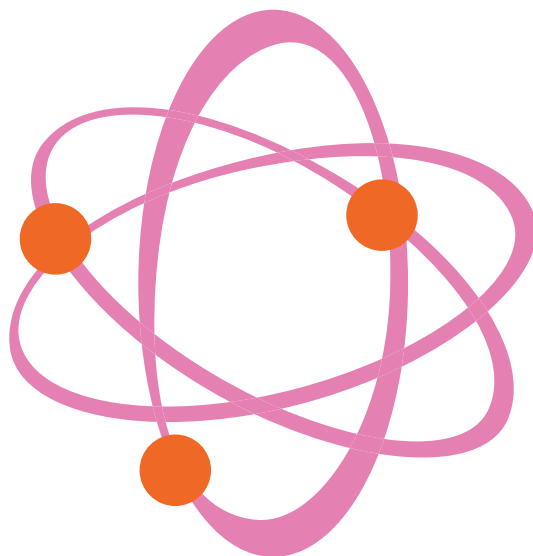
Integrated Technologies

FURTHER STUDY OPPORTUNITIES

The Certificate II in Integrated Technologies (Pre-vocational) offers a pathway to TAFE and higher education, and it may lead directly to employment. Courses available include:

- Certificate III in Data and Voice Communications
- Certificate IV in Electrical Renewable Energy
- Diploma of Engineering Technology (Mechatronic Engineering)
- Diploma of Renewable Energy Engineering

This program provides an excellent foundation for advancing into higher qualifications in Electrotechnology, Information Technology, Tele-communications, Engineering, and Mechatronics.



22586VIC Certificate II in Integrated Technologies (Pre-vocational)

COURSE OVERVIEW

The course is a practical and theoretical training in the knowledge and skills in the electrotechnology, information technology and telecommunications industries. The course is an introduction to electrotechnology and may include an introduction to the NBN or computer networking industries.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not*

designed for standalone study.

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- CISCO – Computer networking theory and practical tasks
- Computer hardware and operating systems
- Solar powered energy systems
- Coding, automation and robotics (Arduino, C++, VEX)

- Use of CAD, programming of microcontrollers, robotics, 3D printing and process automation to develop products from conceptualisation to final production

CAREER PATHWAYS

With additional training and experience possible future careers opportunities may include work in the following areas/sectors:

- Computer Systems Engineer (Tertiary Level Study)
- Engineer
- Telecommunications Technician
- Mechatronics System Engineer (Advanced Manufacturing)
- Computer Networking Technician
- Information Technology Paraprofessional

HOST SCHOOL

Northern College of the Arts & Technology

DAYS/TIMES

Wednesday 1.30pm - 5.30pm (Units 1&2)
Thursday 1.30pm - 5.30pm (Units 3&4)

Laboratory Skills

FURTHER STUDY OPPORTUNITIES

Certificate IV in
Laboratory Techniques

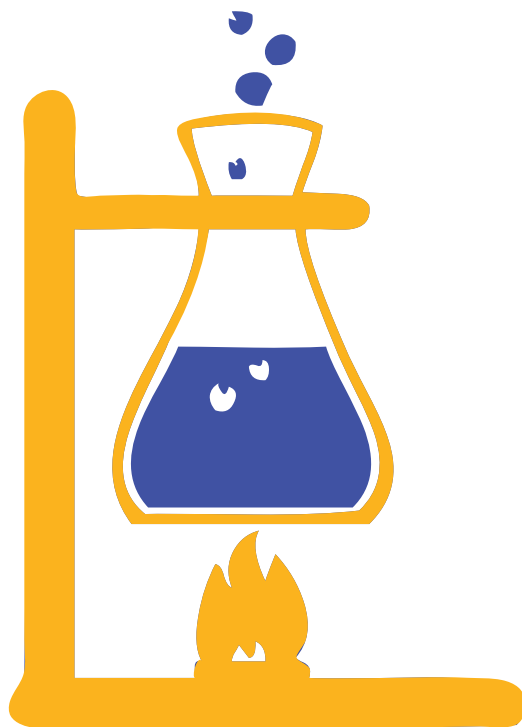
Diploma of Laboratory
Technology

Advanced Diploma of
Laboratory Management

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Support Staff to Scientists in Research, Education and Industry
- Laboratory Assistant/Manager
- Laboratory Technician
- Laboratory Attendant
- Instrument Operator
- Senior Technician



MSL30122 Certificate III in Laboratory Skills

COURSE OVERVIEW

This course provides students with the necessary knowledge and skills associated with the day-to-day operation of a laboratory and associated technical tasks such as sampling and testing. Units 1&2 of the program include recording and presenting data, planning and conducting laboratory/field work, maintaining the laboratory fit for purpose, with electives such as performing basic tests and assisting with fieldwork included.

Units 3&4 offer scored assessment and incorporate units such as performing aseptic techniques, contributing to the achievement of quality objectives, preparing working solutions and performing microscopic examinations. This is a two-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to four VCE VET units at Units 1&2 level, and a VCE VET Unit 3-4 sequence.

Note: Students are strongly advised against undertaking the scored Unit 3-4 sequence without first completing Units 1&2 because Unit 3-4 sequences are not designed for standalone study.

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a

minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in environmentally sustainable work practices
- Communicate with other people
- Plan and conduct laboratory/field work
- Record and present data
- Maintain the laboratory fit for purpose
- Participate in laboratory/field workplace safety
- Receive and prepare samples for testing
- Perform basic tests

HOST SCHOOLS

Mill Park Secondary College
(Box Hill Institute)

Parade College (Bundoora campus)

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1-4)

Tuesday 1.30pm - 5.00pm (Units 3&4)

Music

FURTHER STUDY OPPORTUNITIES

Certificate IV in Music

Diploma of Music

Advanced Diploma of Music

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the follow areas/sectors:

- Musician
- Music Technician
- Singer
- Songwriter
- Stage Producer
- Music Editor
- Director
- Stage Manager
- Digital Audio Technician
- Sound Engineer
- Broadcaster
- Music Editor
- Sound and
- Lighting Technician



CUA30920 Certificate III in Music (Creation and Composition)

COURSE OVERVIEW

This unique course focuses on developing the skills and techniques used in electronic music-making. Facilitated by music industry professionals, this course offers a unique opportunity for senior students to learn the tools and methods commonly used by professionals in the music industry and in higher education music programs.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3–4 sequences.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Implement copyright arrangements
- Work effectively in the music industry
- Plan a career in the creative arts industry
- Compile and replay audio material

- Create simple musical compositions
- Incorporate music technology into performances
- Create simple musical compositions

HOST SCHOOL

Sydney Road Community School
(COSAMP)

DAY/TIME

Wednesday 1.30pm – 5.00pm (Units 1-4)

CUA30920 Certificate III in Music (Performance)

COURSE OVERVIEW

Students undertake a wide range of activities related to music performance including song writing, improvisation, developing repertoire, musicianship, accompaniment and group work, investigation of genre and development of stagecraft.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level, and two VCE VET Unit 3–4

sequences. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Address copyright requirements
- Compose a simple song or tune
- Develop and practice improvisation
- Maintain self or group in music
- Performance craft, developing repertoire
- Improvisation, learning parts from recordings

HOST SCHOOLS

Hazel Glen College
(RTO TBC)

Lalor North Secondary College**
(COSAMP)

Northern College of the Arts & Technology*

DAYS/TIMES

Wednesday 1.30pm - 5.30pm (Units 1&2)
Unit 3&4 in 2027

Wednesday 11.20am - 4.00pm (Units 1-4)

Wednesday 9.00am - 12.30pm (Units 1&2)
Wednesday 1.30pm - 5.00pm (Units 3&4)

* Students must successfully audition prior to enrolment. It is strongly recommended that students are engaged in instrumental/voice lesson at their Home school or privately.

**Lalor North Secondary College will deliver Certificate II in Music (Partial completion) in Year 1 and Certificate III in Music (Partial completion) in Year 2.

CUA30920 Certificate III in Music (Sound Production)

COURSE OVERVIEW

This course is a pathway for students into a career or further study embracing their passion for music and audio. It provides a broad basis of industry knowledge and skills that can be applied in multiple life and work experiences. Students work as a class and in small groups to complete practical projects, written work and computer tasks.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to two VCE VET units at Units 1&2 level,

and two VCE VET Unit 3–4 sequences. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Understanding microphone types and placement techniques
- Analogue and digital audio, signal processing, recording software, and mixing consoles
- Band PA systems, outdoor and stadium PA systems
- Producing and engineering recorded music
- Understanding copyright, contracts and income streams

HOST SCHOOLS

Northern College of the Arts & Technology*

Parade College (Bundoora campus)

DAYS/TIMES

Wednesday 1.30pm - 5.00pm (Units 1&2)
Wednesday 9.00am - 12.30pm OR
Thursday 1.30pm - 5.00pm (Units 3&4)

Tuesday 1.30pm - 5.00pm (Units 1&2)
Wednesday 1.30pm - 5.00pm (Units 3&4)

*Students must successfully audition prior to enrolment.

Musical Instrument Making and Maintenance

FURTHER STUDY OPPORTUNITIES

Certificate III in Furniture Making

Certificate IV in Musical Instrument Making and Repair

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Work within music, theatre repair and design for quality musical instruments
- Retail in musical instruments
- Manufacturing of musical instruments
- Replicating period instruments for period music
- Touring music group technician
- Maintaining music instruments in store



22563VIC Certificate III in Musical Instrument Making and Maintenance

This course is subject to change in 2026

COURSE OVERVIEW

This qualification provides students with the skills and knowledge to design, make and maintain quality musical instruments. Instruments students make include; percussion (stomp box, cajon and xylophone), solid electric guitar, folk wind instruments, tenor ukulele and a traveller guitar. This is a two-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

ATAR: Students will be eligible for a 10% increment.

VASS: VE3

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Use finishing hand and power tools
- Assemble instrument components
- Construct jigs and fixtures
- Perform soft soldering
- Construct and apply decorative treatment and hand finishing of musical instruments

- Set up, operate and maintain basic static machines
- Maintain percussion and woodwind instruments
- Make special stringed instruments
- Read and interpret work documents
- Make measurements
- Participate in environmentally sustainable work practices
- Work safely
- Work in a team and communicate in the workplace

HOST SCHOOL

Northern College of the Arts & Technology

DAY/TIMES

Wednesday 9.00am - 12.30pm OR
1.30pm - 5.00pm (Units 1-4)

Plumbing

FURTHER STUDY OPPORTUNITIES

Certificate III in Plumbing

Certificate IV in Plumbing and Services

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Building Supervisor
- Plumbing Inspector
- Hydraulics Consultant
- Purchasing Officer
- Estimator
- Technical and Sales Representative
- Building Contract Administrator
- Building and Construction Manager
- Technical Teacher



22569VIC Certificate II in Plumbing (Pre-apprenticeship)

This course is subject to change in 2026

COURSE OVERVIEW

This program provides students with pre-vocational training in the plumbing industry. This course includes Construction Induction training (White Card).

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence.

ATAR: Students will be eligible for a 10% increment.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Use pipes, fittings and fixtures to simulate

plumbing installations

- Use basic plumbing hand tools and power tools
- Use basic electric welding equipment and techniques
- Perform basic oxy-acetylene welding and cutting
- Fabricate simple plumbing pipe systems
- Apply basic sheet metal practices
- Work safely in the construction industry
- Read and interpret plans and specifications

HOST SCHOOLS

Northern College of the Arts & Technology

Outer Northern Trade Training Centre (AIET)

Parade College (Bundoora campus)

Parade College (Preston campus)

DAYS/TIMES

Wednesday	8.30am - 12.30pm OR 1.30pm - 5.30pm (Units 1&2)
Thursday	1.30pm - 5.30pm (Units 3&4)
Wednesday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 1&2)
Friday	8.00am - 12.00pm OR 12.30pm - 4.30pm (Units 3&4)
Monday	7.30am - 3.15pm (Units 3&4)
Tuesday	1.30pm - 5.30pm (Units 1-4)
Wednesday	7.30am - 3.15pm (Units 1&2)
Wednesday	7.30am - 3.15pm (Units 1-4)
Friday	7.30am - 3.15pm (Units 1&2)

Sport and Recreation

FURTHER STUDY OPPORTUNITIES

Certificate III in Sport, Aquatics and Recreation

Certificate III in Fitness

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Assistant Sports Recreation Officer
- Assistant Sports Administration
- Assistant Sports Coach
- Sports Coaching



SIS20122 Certificate II in Sport and Recreation

COURSE OVERVIEW

This course will provide you with a solid background in the sport and recreation industry, making it an excellent choice for those who plan to pursue careers such as sports administrators, recreation officers, or coaches or work as an assistant to a sports coach or in a sport and recreation facility.

Home schools enrolling students in this course with Croxton School or Peter Lalor Secondary College must provide access to additional educational and support services. Please contact the relevant Host school for further information.

This is a one-year course.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: On completion students will be eligible for credit at VCE Units 1&2 level.

ATAR: No contribution is available.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in workplace health and safety
- Provide quality service
- Maintain sport, fitness and recreation industry knowledge
- Maintain activity equipment
- Respond to emergency situations
- Provide first aid

HOST SCHOOLS

Croxton School
(IVET)

Lalor North Secondary College
(Savile)

Peter Lalor Secondary College *Partial completion*
(IVET)

DAYS/TIMES

Friday 10.00am - 2.00pm (Units 1&2)

Wednesday 12.30pm - 4.00pm (Units 1&2)

Wednesday 9.45am - 2.15pm

Sport, Aquatics and Recreation

FURTHER STUDY OPPORTUNITIES

Certificate IV in Sport, Aquatics and Recreation

Certificate IV in Outdoor Leadership

Certificate IV in Sport Coaching

Certificate IV in Sport Development

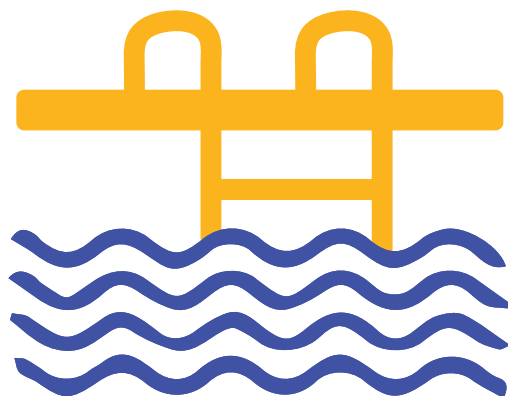
Diploma of Sport, Aquatics and Recreation Management

University – Exercise and Sport Science, Exercise Physiology, Sport Management, Health and Physical Education

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Coach
- Exercise Physiology
- Fitness Instructor/ Personal Trainer
- Outdoor Education Instructor
- Community Sports Manager
- Physical Education Teacher



SIS30122 Certificate III in Sport, Aquatics and Recreation

COURSE OVERVIEW

The aim of the program is to provide specific skills and knowledge to work in the areas of sport and recreation. Leadership, organisational and specialist activity skills will be developed through theory and practical sessions.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: Recognition of up to three VCE VET units at Units 1&2 level, and a VCE VET Unit 3–4 sequence. *Note: Students are strongly advised against undertaking the scored Unit 3–4 sequence without first completing Units 1&2 because Unit 3–4 sequences are not designed for standalone study.*

ATAR: Scored assessment is available for this course. Peter Lalor Secondary College does not offer a scored assessment option.

VASS: VE1

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Participate in workplace health and safety
- Organise personal work priorities
- Provide hire equipment for activities Import
- Maintain activity equipment

- Assist in conducting recreation sessions
- Maintain sport, fitness and recreation industry knowledge
- Provide first aid
- Participate in conditioning for sport
- Continuously improve officiating skills and knowledge
- Participate in WHS hazard identification, risk assessment and risk control processes
- Conduct sport coaching sessions with foundation level participants
- Deliver recreation sessions

HOST SCHOOLS

DAYS/TIMES

Coburg High School (Savile)	Wednesday Thursday	1.30pm - 5.30pm (Units 1&2) 1.30pm - 5.30pm (Units 3&4)
Greensborough Secondary College (Savile)	Wednesday Thursday	1.30pm - 5.15pm (Units 1&2) 1.30pm - 5.15pm (Units 3&4)
Lalor North Secondary College (Savile)	Wednesday	12.30pm - 4.00pm (Units 1&2)
Mill Park Secondary College (Middle Years campus) (IVET)	Wednesday	1.30pm - 5.00pm (Units 1-4)
Northern College of the Arts & Technology	Wednesday Wednesday	9.00am – 12.30pm (Units 1&2) 1.30pm – 5.00pm (Units 3&4)
Parade College (Bundoora campus)	Thursday	1.30pm - 5.00pm (Units 1-4)
Peter Lalor Secondary College <i>Non-scored (IVET)</i>	Wednesday Friday	9.00am – 3.00pm (Units 1&2) 9.00am – 3.00pm (Units 3&4)
Wollert Secondary College (IVET)	Wednesday	1.45pm - 5.15pm (Units 1&2) <i>Units 3&4 in 2027</i>

Student Profile | Poppy Certificate II in Electrotechnology

Host school: Outer Northern Trade Training Centre

Home school: Hazel Glen College



My name is Poppy and I am a Year 12 VCE VM student at Hazel Glen College. I'm currently studying the Certificate II in Electrotechnology at ONTTC, where I've taken on both first and second-year units this year.

I've always been a hands-on person, so in my final year of school, I thought I may as well try something new and different. I did Beauty last year, but it didn't turn out to be as enjoyable as I expected. Electrotechnology, on the other hand, has been an amazing experience so far. The best part of the course is definitely being

in the workshop – I'm always doing or learning something new, and the teachers are super supportive. It honestly feels like I'm already working as an apprentice.

In the course, I've learned how to strip cables, understand how switches work internally, and apply safety measures in practical situations. I really enjoy the small projects we get to do, especially when things light up at the end! Doing both first and second-year content in one year has been a challenge, and sometimes I do feel a little behind. But my classmates have been a great support, and it helps me push through.

Although I haven't done Structured Workplace Learning yet due to the combined coursework, I've gained real-world experience through the simulated work environment at ONTTC. The practical maths involved has even helped improve my numeracy at school.

My dream is to become an electrician. I know the real world will be different from what we do at ONTTC, and that's a bit scary—but I'm also excited. This course has set me up for success, and I'm so glad I gave it a go. It's nothing like Beauty – and I love it for that!

Transport and Logistics

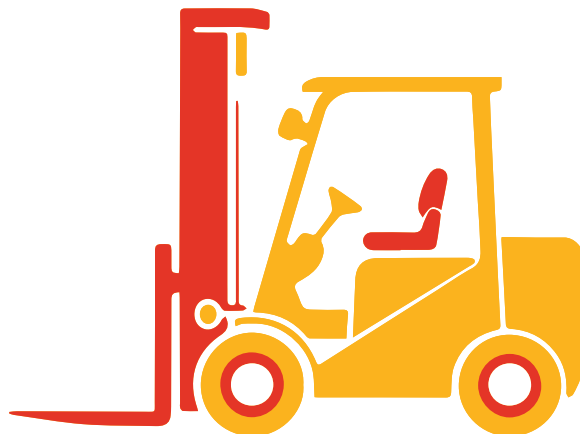
FURTHER STUDY OPPORTUNITIES

Certificate III in Driving Operations

CAREER PATHWAYS

With additional training and experience possible future career pathways may include work in the following areas/sectors:

- Depot yard person
- Despatch clerk
- Inventory clerk
- Loader
- Pick packer
- Receiving clerk
- Store person
- Transport clerk
- Warehouse operator
- Yard person
- Reach truck/forklift driver



TLI30321 Certificate III in Supply Chain Operations

COURSE OVERVIEW

This course provides students with the basic knowledge and skills required to seek employment as a logistics clerk. The logistics and warehousing industries are essential to Australia's supply chain. The introduction of new automation and tracking technologies are driving demand in the sector with an expected growth of 2.6% annually over the next five years. This course covers a range of warehousing duties including safety, order picking, and receiving and dispatching of goods. You will also gain customer service skills within the logistics environment. Completing this course provides you with hands-on experience and a nationally recognised qualification, preparing you for roles such as logistics clerk or administrative worker in the integrated logistics field.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: The course provides credit at VCE Units 1 to 4 level. Each completed 90 nominal hours of training provides one VCE unit of credit. Credit accrues in the following sequence: Units 1, 2, 3, 4, 3 and 4 up to a maximum of six VCE units.

ATAR: Students will be eligible for a 10% increment.

VASS: VE3

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 80 hours of work placement.

THIS COURSE MAY INCLUDE

- Ensure the safety

of transport activities (Chain of Responsibility)

- Organise personal work priorities
- Use info technology devices in the workplace
- Shift materials safely using manual handling methods
- Follow work health and safety procedures
- Undertake emergency response action to a security threat
- Apply and monitor workplace security procedures
- Organise receipt and despatch operations
- Complete receipt and despatch documentation
- Identify goods and store to specifications
- Use communications systems
- Maintain stock control and receipts
- Conduct induction process
- Consolidate manifest documentation

HOST SCHOOL

Peter Lalor Secondary College (ITFE)

DAY/TIME

Wednesday

9.00am – 12.30pm (Units 1&2)
Units 3&4 in 2027

School-Based Apprenticeships and Traineeships

A School-Based Apprenticeship and Traineeship (SBAT) is available to secondary school students who are over 15 years old and enrolled in years 10, 11 or 12. A SBAT combines regular school attendance with a minimum of 13 hour per week engaged in employment and training.

BENEFITS OF AN SBAT:

- Undertaking SBAT enables a student to:
- incorporate vocational training and work into their secondary education;
 - achieve significant progress towards, or completion of a trade or vocational qualification;
 - complete the VCE, VCE VM, or VPC;
 - gain valuable knowledge and hands-on experience in their chosen field; and
 - start earning money.

WHO IS ELIGIBLE TO UNDERTAKE AN SBAT?

SBATs are open to students who are:

- at least 15 years of age;
- enrolled in either the VCE, VCE VM or VPC; and
- an Australian citizen or permanent resident*.

**In certain cases, select non-citizens holding a Bridging Visa E, Temporary Protection Visa or Safe Haven Enterprise Visa may be eligible to undertake a VTG subsidised SBAT.*



CPC30220 Certificate III in Carpentry (SBAT) CPC32420 Certificate III in Plumbing (SBAT)

COURSE OVERVIEW

The Certificate III in Carpentry (SBAT) is designed for students wishing to enter the building and construction industry as a carpenter. Students are taught a range of building modules from the carpentry stream. This course is a partial completion of the certificate.

The Certificate III in Plumbing (SBAT) is a trade qualification for plumbers in residential, industrial and commercial workplaces who are responsible for assembling, installing and maintaining water services, sanitary plumbing and sanitary drainage, gas, roofing and mechanical services in both existing and new constructions.

Both SBATs are delivered over a three-year period. Students must participate in at least one day of work and one day of training each week, as well as attend a block week of training each term. Students are responsible for securing their own employer.

CREDIT TOWARDS

VPC: Each completed 90-hour block of VET equals one VPC credit.

VCE/VCE VM: This program may provide credit at VCE Units 1-4 level.

ATAR: Students will be eligible for a 10% increment.

VASS: VE2

CPC30220 Certificate III in Carpentry (SBAT)

HOST SCHOOL

Parade College
(Bundoora campus)

DAY/TIME

Friday 7.00am - 3.00pm (1st, 2nd and 3rd year)
Plus, one day of work per week

CPC32420 Certificate III in Plumbing (SBAT)

HOST SCHOOL

Parade College
(Bundoora campus)

DAY/TIME

Friday 7.00am - 3.00pm (1st, 2nd and 3rd year)
Plus, one day of work per week

NMVC Member Schools

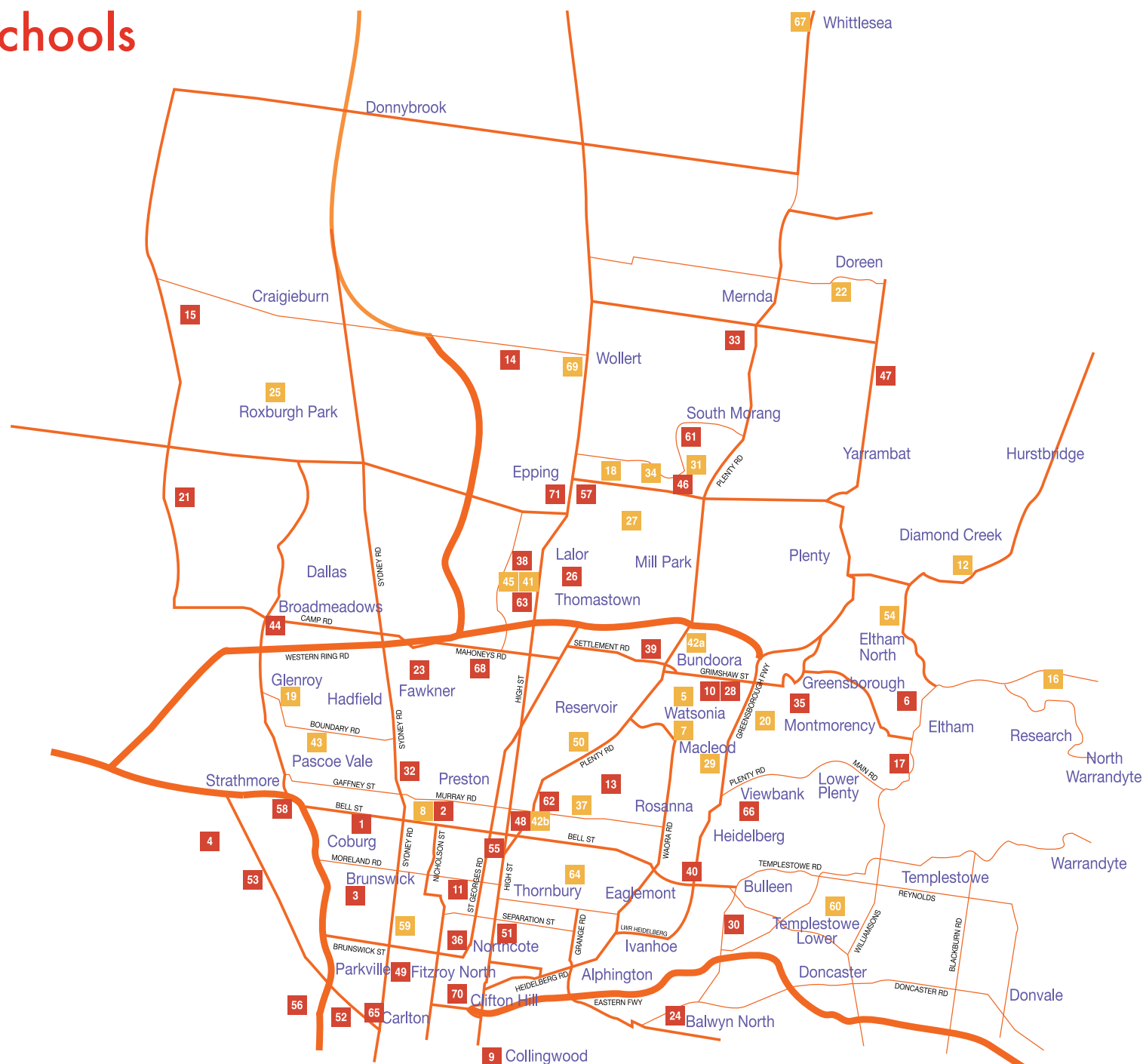
The NMVC was established in 2006 to enable the sharing of resources in the organisation and delivery of VDSS programs. The Cluster works with employers, industry, TAFEs, and Registered Training Organisations (RTOs) to increase access to VET programs across the region.

The NMVC is a consortium of secondary schools that has joined forces to improve the provision of VET programs in the northern region of Melbourne.

The NMVC is a self-funded/facilitated model supported by member schools based on an annually reviewed membership fee.

The NMVC is supported by the Local Learning Employment Networks (Inner Northern LLEN, Hume Whittlesea LLEN and Banyule Nillumbik LLEN).

■ Host school



NMVC Member Schools



1. Antonine College
 2. Bindjiroo Yalak Community School
 3. Brunswick Secondary College
 4. Buckley Park Secondary College
 5. Bundoora Secondary College – H
 6. Catholic Ladies College
 7. Charles La Trobe College – H
 8. Coburg High School – H
 9. Collingwood College
 10. Concord School
 11. Croxton School – H
 12. Diamond Valley College – H
 13. East Preston Islamic College
 14. Edgars Creek Secondary College
 15. Elevation Secondary College
 16. Eltham College – H
 17. Eltham High School
 18. Epping Secondary College – H
 19. Glenroy College – H
 20. Greensborough College – H
 21. Greenvale Secondary College
 22. Hazel Glen College – H
 23. John Fawcner College – H
 24. Kew High School
 25. Kolbe Catholic College - H
 26. Lalor Secondary College
 27. Lalor North Secondary College – H
 28. Loyola College
 29. Macleod College – H
 30. Marcellin College
 31. Marymede Catholic College – H
 32. Mercy College
 33. Mernda Central College
 34. Mill Park Secondary College – H
 35. Montmorency Secondary College
 36. Northcote High School
 37. Northern College of the Arts & Technology – H
 38. Northern School for Autism
 39. Northside Christian College
 40. Our Lady of Mercy College
 41. Outer Northern Trade Training Centre – H
 - 42.a. Parade College Bundoora Campus – H
 - 42.b. Parade College Preston Campus – H
 43. Pascoe Vale Girls College - H
 44. Penola Catholic College
 45. Peter Lalor Secondary College – H
 46. Plenty River College
 47. Plenty Valley Christian College
 48. Preston High School
 49. Princes Hill Secondary College
 50. Reservoir High School – H
 51. Santa Maria College
 52. St Aloysius College
 53. St Columba's College
 54. St Helena Secondary College – H
 55. St John's College
 56. St Mary's Coptic Orthodox College
 57. St Monica's College
 58. Strathmore Secondary College
 59. Sydney Road Community School - H
 60. Templestowe College – H
 61. The Lakes South Morang College
 62. The Pavilion School
 63. Thomastown Secondary College
 64. Thornbury High School – H
 65. University High School
 66. Viewbank College
 67. Whittlesea Secondary College – H
 68. William Ruthven Secondary College
 69. Wollert Secondary College - H
 70. Wurun Senior Campus
 71. Y Community School
- H = Host school

THE 2026 NMVC VET
HANDBOOK HAS BEEN
COMPILED FROM
INFORMATION OBTAINED
FROM MEMBER SCHOOLS,
AND IS SUBJECT TO
CHANGE WITHOUT NOTICE.
THE NMVC HAS USED
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TO ENSURE THAT THE
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AND CURRENT AT THE TIME
OF PUBLICATION BUT TAKES
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VET CLUSTER



FURTHER INFORMATION
ABOUT VET CAN BE
FOUND AT
[vcaa.vic.edu.au/
curriculum/vet](http://vcaa.vic.edu.au/curriculum/vet)

FURTHER INFORMATION
ABOUT THE
NORTHERN
MELBOURNE VET
CLUSTER, MEMBER
SCHOOLS AND AN
ELECTRONIC VERSION
OF THIS HANDBOOK
CAN BE FOUND AT
nmvc.vic.edu.au

LEARNING THAT WORKS
**NORTHERN
MELBOURNE
VET CLUSTER**