Inner Eastern 2026 VET Cluster Handbook

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What is VDSS?

VDSS refers to Vocational Education and Training (VET) Delivered to Secondary Students.

VDSS allows secondary students to gain practical workplace skills in a specific industry while undertaking the Victorian Certificate of Education (VCE), the Vocational Major (VCE VM) or the Victorian Pathways Certificate (VPC).

Programs are typically completed over two years and provide students with a qualification or partial completion of a nationally recognised certificate.

FEATURES OF VDSS

- A vocationally oriented school program designed to meet the needs of industry
- Allows a student to go directly into employment or receive credit towards further vocational training
- Develops students' employability and workplace expectations
- Develops industry-specific skills
- Provides opportunities to develop effective relationships with industry employers

HOW DO VET PROGRAMS WORK?

A VET program is made up of units of competency. Each unit of competency includes specific skills and knowledge.

VET students are assessed as 'competent' or 'not yet competent' in each unit of competency. To be assessed as competent, students must show a consistent application of skills and knowledge to the standard required in the workplace.

The program is delivered by a Registered Training Organisation (e.g. TAFE), the students' school or another school close by.

VET programs are typically run over two years, part time (eg three to four hours a week or a one day a week commitment) over the two school years.

Where students don't successfully complete all units of competency, they will still receive a Statement of Attainment which lists the units achieved. These can then be used to apply for credit in future studies or added to employability skills.

Credit Towards VCE, VCE VM or VPC

All VET programs provide credit towards the VCE and VCE VM in the same way as a VCE study.

Most VET programs can provide credit for VCE or VCE VM Units 1 to 4. A small number of shorter qualifications can provide credit for VCE or VCE VM Units 1 and 2 only. Each completed 90-hour block of VET equals one VPC credit.

STUDY SCORES AND ATARs

Some VET programs are scored and some are non-scored. VDSS programs with a Units 3 & 4 sequence can be included in the calculation of the ATAR.

Scored VDSS program

Scored VET programs give students a study score for the Units 3 and 4 sequence that is achieved through school-assessed coursework and an externally set examination.

Scored VET programs provide a study score that contributes directly to the ATAR, either as one of the primary four studies or as a fifth or sixth study increment.

Unscored: Please note, where a student chooses not to receive a study score in a scored VET program, no contribution to the ATAR will be available.

Non-scored VET program

Non-scored VET programs do not give a student a study score but they can still contribute to the VCE and ATAR.

Why Choose VET?

Focus on Passion
VET will guide students to a career or education pathway they are passionate about, or aid in discovering something that they love.

Maximise Job Opportunities
With the industry specific skills students develop and the opportunities VET provides, students will be able to maximise their job opportunities.

Flexible Education and Career Opportunities
VET creates flexibility in students' education and career pathways. VET qualifications allow students to develop employability skills that are transferable across any industry, providing the ability to explore multiple opportunities and interests.

An Extra Nationally Recognised VET Qualification
Students can gain an extra nationally recognised qualification from a Registered Training Organisation at the same time as completing VCE, VCE VM or VPC. This can create job opportunities for students anywhere in Australia and can place them ahead of others who complete the same course after they complete secondary school.

Industry and Workplace Exposure and Connection
VET qualifications provide students with industry exposure and connects them with industry professionals and the workplace, reinforcing skills development. This connection also makes for a smooth transition between training and work.

Complement your Senior School Certificate
By undertaking a VET qualification students can choose a course that best suits other secondary school studies, building skill sets faster and gaining skills that complement senior school studies.

Hands-on and Competency Based
VET qualifications use a combination of both hands-on and theory-based work, providing students with the best opportunity to advance their skills and knowledge in an engaging yet educational environment.

Build your Skill Sets
A VET qualification will offer students the opportunity to build upon existing skill sets, and aid in recognising areas for improvement and discovery. Students will build: technical skills through practical competency-based work; specialised knowledge (understanding and performing specific workplace tasks); industry knowledge (understanding how an industry works and how to progress their career).

Gain Employability Skills
Gain non-technical skills that can be applied across different jobs, such as: communication; teamwork; problem solving; self-management; initiative and enterprise; learning; technology; and planning and organising.

The Melbourne Declaration on Education Goals for Young Australians
Young Australians should: "… be on a pathway towards continued success in further education, training or employment, and acquire the skills to make informed learning and employment decisions throughout their lives".

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VET Application Process

This handbook outlines an extensive selection of VET programs available to students in the Inner Eastern LLEN region.

Please note all course details and delivery arrangements contained in this course guide are subject to change. All final course and delivery arrangements will be confirmed in Term IV. All programs require minimum student numbers to proceed. For further information on VET program, please refer to the VCAA website: www.vcaa.vic.edu.au/vet.

Additional information and resources on VET courses available through the Inner Eastern VET Cluster, can also be found at the link below including videos and success stories.

https://www.vcaa.vic.edu.au/studentguides/getvet/Pages/VETProgramVideoLibrary.aspx

Please read the requirements of your selected program carefully and complete your school's VET Expression of Interest Form by the due date set by your school.

22576VIC Certificate III in Acting (Screen)

The Certificate III in Acting (Screen) has been designed for students with a strong interest in pursuing acting or related jobs. The course will provide the skills and knowledge needed for a broad range of acting tasks relating to the film and television industry. Please note, this is a full two-year course and mid-year intakes cannot be offered.

Course Snapshot Video: https://www.youtube.com/watch?v=JHTwOhYmGTg; https://www.youtube.com/watch?v=N9VZDhaLKPI

Consider this course if you .....

- Are interested in learning what it takes to work in the screen industry
- Want to expand your techniques for acting in front of the camera
- Have a desire to improve your confidence and communication skills
- Would like to enhance your skills for auditions and interviews

Program Content

Sample competencies covered in Units 1 & 2 include:

- Develop acting techniques
- Prepare and present self for auditions
- Prepare for performances

Sample competencies covered in Units 3 & 4 include:

- Expand skills for auditions
- Expand script knowledge and performance skills
- Extend acting techniques

Career Opportunities

- Actor
- Technical Crew Member
- Lighting and Sound Technician
- Stage Manager
- Writer
- Drama Teacher Director
- Producer
- Casting Consultant
- Agent

Where and When

- **RTO:** The Australian College of Dramatic Arts
  Venue: St Mary's College
  Year 1: Wednesday, Time 12.30pm -3.30pm TBC
  Year 2: Wednesday, Time 3pm -5.30pm TBC

HLT33021 Certificate III in Allied Health Assistance (Partial)

Allied health assistance is an emerging and growing career option in both public and private practice. This course provides students with experiencein a variety of allied health professions, including the work worlds of physiotherapy, occupational therapy, dietetics/nutrition and speech pathology.

Consider this course if you .....

- Have an interest in health assistant work in acute care and rehabilitation.
- Want to expand your understanding about community health and hospital environments
- Have a desire to improve your confidence and communication skills
- Like to enhance your skills in working with staff and clients of all ages.

Program Content

Sample competencies covered may include

- Comply with infection controlpolicies and procedures
- Communicate and work effectively in health
- Interepret 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

Career Opportunities

- Allied Health Assistant
- Physiotherapy Assistant
- Speech Therapy Assistant
- Health Technician
- Podiatory Assistant
- Occupational Therapy Assistant
- Medical Receptionist
- Dietectics Assistant
- Health Promotion Assistant

Where and When

- **RTO:** iTFE (Partial completion)
  Venue: St Helena Secondary College
  Year 1: Wednesday, Time TBC
  Year 2: Wednesday, Time TBC in 2027

ACM20121 Certificate II in Animal Care

(Partial Completion)

The Certificate II in Animal Care is a general, pre-vocational qualification aimed as an entry point into the industry. This course is designed to provide students with basic skills and knowledge to become an animal carer while studying at a secondary school level. It will also assist them in making an informed decision as to whether or not they would like to pursue a career within the animal industry.

https://www.foundation.vic.edu.au/courses/placeholder-4/

Consider this course if you.....

- Enjoy caring for animals
- Are interested in the science of animals
- Enjoy working in a small team
- Like to understand how things work Are caring and compassionate

Program Content

Sample competencies covered include:

- Assist in health care of animals
- Source and provide information for animal care needs
- Provide basic first aid for animals
- Provide general care of mammals
- Provide general care of non-venomous reptiles

Career Opportunities

- Veterinary Nurse
- Pet Groomer
- Shelter Worker
- Kennel/Cattery Attendant Animal Attendant
- Pet Shop Worker
- Community Animal Care or Farm Worker

Where and When

- **RTO:** Foundation Learning Centre
  Venue: Youth2Industry College
  Wednesday, 1.30pm – 5.30pm

MST20722 Certificate II in Apparel, Fashion and Textiles

The Certificate II in Apparel, Fashion, and Textiles is the perfect starting point for anyone who loves fashion or working with fabric and design and who would like a career in the fashion industry. This course is an introductory overview of the fashion design and production process and is a great starter for gaining skills for further study or for developing a portfolio for entry into portfolio-based design courses.

Consider this course if you…..

- Are creative and enjoy design
- Like hands-on activities
- Have an interest in the fashion industry
- Care about clothing and accessory items

Program Content

Sample competencies covered in Units 1 & 2 include:

- Apply communication skills
- Identify and handle fabrics and textiles
- Sew material by machine

Sample competencies covered in Units 3 & 4 include:

- Modify Patterns
- Explore the use of colour
- Operate computing technology in a TCF workplace

Career Opportunities

- Fashion Designer
- Production Assistant
- Machinist
- Dressmaker
- Wholesale, product sourcing and retail/online sales

Where and When

- **RTO:** Holmesglen Institute
  Venue: Chadstone Campus
  Units 1 – 4: Wednesday, 1.30pm – 5.30pm

ICT20120 Certificate III in Applied Technologies

(Game Engine Scripting Foundations)

This program teaches students how to code games while learning the fundamentals of software development. Students use Unreal Engine and its node-based programming script called blueprints. Students will learn games design and development to gain an understanding of games programming to gain the skills and techniques necessary to create a range of dun, playable games.
https://aie.edu.au/course/game-engine-scripting-foundations/

Consider this course if you.....

- Would like to enhance your programming and IT experience
- Are patient and methodical
- Like problem solving to make systems work and enjoy a challenge
- Curious and creative
- Comfortable with learning new computer software

Program Content

Projects include: **Game Scripting Basics**: Learn how to use the Unreal Engine and Blueprints to create a simple game; **ICT Foundations:** Explore how computer systems work. Install and manage operating systems and software to provide computer security; **Key Aspects of Game Programming:** Recreate classic video game mechanics to learn additional programming skills as well how to adapt art and sound into the game; **ICT Security Fundamentals:** Explore and understand secure handling and storage of personally identifiable information collected by a game studio; **Pre-production Basics and Game Production:** Create a plan to develop a game in groups.

Career Opportunities

- Games Developer
- Animator
- Programmer

Where and When

- **RTO:** Academy of Interactive Entertainment
  Venue: Melbourne Campus
  Year 1: Friday, 9.30am – 1.30pm

AUR20720 Certificate II in Automotive Vocational Preparation

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.

Consider this course if you are……

- Interested in automotive maintenance and repair service industry
- Comfortable with hands on simulated learning environment
- Hoping to take up an apprenticehip in a related automotive field

Program Content

Sample competencies covered 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

STRUCTURED WORKPLACE LEARNING

It is strongly recommended that students undertake a minimum 160 hours of work placement.

Career Opportunities

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

Where and When

- **RTO:** Educational Living
  Venue: StHelena
  Year 1 and 2: Wednesday, 1.30pm – 4.30pm

AVI30419 Certificate III in Aviation *(Remote Pilot)*

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. 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 detailed information and data which can often be used across different departments to enhance business decisions.

Consider this course if you …….

- Like to work in telecommunications
- Interested in energy and utilities sector
- Like to work in engineering
- Are interested in artificial intelligence
- Like to work in law enforcement

Program Content

Sample competencies may include

- Navigate remote pilot aircraft systems
- 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

Career Opportunities

- Surveying
- Law enforcement
- Emergency Services
- Engineering
- Computer Science

Where and When

- **RTO:** National Drones Training Institute
  Venue: Bundoora Secondary College
  Units 1&2 Tuesday 1.00pm – 4.30pm
  Units 3&4 Thursday 1.00pm – 4.30pm

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

SHB30121 Certificate III in Beauty Services

This program provides students the opportunity to develop skills and knowledge required as a beautician to provide a range of beauty services including waxing, lash and brow, tanning and basic make-up services. Students also learn the appropriate communication and retail techniques.

https://tmice.edu.au/products/shb30115-certificate-iii-in-beauty-services-1?variant=39445653749803

Consider this course if you are……

- Have a complete willingness to have beauty services applied by other students
- Like to work with people
- Are practical, patient, methodical and persistent
- Like to be well-presented
- Are creative, imaginative and possess artistic skills
- Have good listening skills
- Are interested in skin care and beauty
- Have the ability to work under pressure and independently
- Pay excellent attention to detail
- Are highly organised and punctual

Program Content

Sample competencies covered in Year 1 include:

- Apply cosmetic tanning products
- Design and apply make-up
- Advise on beauty products and services

Sample competencies covered in Year 2 include:

- Provide lash and brow services
- Provide waxing services
- Apply eyelash extensions

Career Opportunities

- Beautician
- Makeup Artist
- Nail Technician

Where and When

- **RTO:** Masters Institute of Creative Education
  Venue: City Campus
  Units 1 – 4: Wednesday, 8.45am – 4.15pm
- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 – 4: Wednesday, 1.30pm – 5.30pm

22614VIC Certificate II in Building and Construction

Pre-apprenticeship Carpentry (Partial Completion)

The Certificate II in Building and Construction Pre-apprenticeship (Carpentry) provides a pathway into a building and construction apprenticeship. During the course you will gain experience in using hand and power tools and learn a wide range of carpentry skills, including how to install windows and doors, wall framing, interior fixing and roofing. The full course guide for each program, including individual units of study, can be found on the AIET website: ReadCloudVET Course Guide 2026

Consider this course if you.....

- Enjoy or are interested in using wood
- Like using tools
- Like to make things on a large scale
- Like to work with your hands
- Like transition into a carpentary apprenticeship

Program Content

Sample competencies covered in Units 1 & 2 include:

- Carpentry hand tools
- Prepare to work safely in the construction industry
- Carry out measurements and calculations
- Building Structures

Sample competencies covered in Units 3 & 4 include:

- Construct basic wall frames
- Construct a basic roof frame

Career Opportunities

- Cabinet Maker
- Carpenter
- Construction and Industry Pathways

Where and When

- **RTO:** Australian Institute of Education and Training
  Venue: Box Hill Senior Secondary College
  Year 1: Thursday, 8.15am -12.15pm
  Year 2: Wednesday, 11.15am – 3.15pm

BSB30120 Certificate III in Business

The Certificate III in Business aims to develop a broad range of knowledge and skills to succeed in any administrative role. Career paths may include receptionist, payroll officer, senior administration officer, clerk.

Consider this course if you .....

- Are interested in learning what it takes to work in the business spaces
- Want to expand your knowledge of basic administration processes
- Would like to enhance your skills in using business applications

Program Content

Competencies covered in Units 1 & 2 include:

- Participate in sustainable work practices
- Support personal wellbeing in the workplace
- Use inclusive work practices
- Assist with maintaining workplace safety
- Apply critical thinking skills in a team environment
- Maintain financial records
- Use business software applications

Competencies covered in Units 3 & 4 include:

- Organise workplace information
- Deliver and monitor a service to customers
- Organise personal work priorities
- Design and produce business documents
- Engage in workplace communication
- Undertake project work

Career Opportunities

- Administration
- Customer service
- Marketing officer
- Public relations officer
- Accounts clerk
- Receptionist
- Clerical assistant
- Small business owner

Where and When

- **RTO: Swinburne TAFE**
  Venue: Hawthorn campus
  Year 1: Wednesday, 12.30-4.30pm

Note: Selected Units of Competency and Class times are subject to change.

CHC22015 Certificate II in Community Services

(+ Partial completion of CHC32015 Certificate III in Community Services)

This Community Services program aims to provide students with the knowledge and skills to achieve competencies that will enhance employment prospects within a broad range of Community Services related industries.

Consider this course if you.....

- Interested in working with people
- Are interested in a career that supports the wider community
- Seek practical skills for assisting at risk or marginalised members of the community
- Wish to develop your knowledge of community programs
- Wish to understand community services regulation and procedures

Program Content

Sample competencies covered in Units 1 & 2 include:

- Communicate and work in health or community services
- Work with diverse people
- Plan and apply time management
- Identify and respond to children and young people at risk
- Provide first aid in an education and care setting

Sample competencies covered in Units 3 & 4 may include:

- Organise and complete daily work activities
- Use strategies to respond to routine workplace problems
- TBC

Structured Workplace Learning

Students must undertake an 80 hour placement over the duration of the course.

Career Opportunities

After successful completion of this course, you may apply for rates as a community services worker who provides the first point of contact and assists individuals in meeting their immediate needs. Example of future occupations include: Social Worker, Youth Worker, Justice Caseworker, Drug and Alcohol Worker.

Where and When

- **RTO:** iTFE
  Venue: St Helena Secondary College
  Units 1 & 2: Wednesday 1.30pm – 5.15pm

AHC21024 Certificate II in Conservation and Ecosystem Management

The Certificate II in Conservation and Ecosystem Management is a nationally accredited qualification designed for students passionate about protecting and restoring Australia's natural environments. This course provides practical, hands-on training in the skills needed to care for native flora and fauna, promote environmental sustainability, and participate in vital landcare and habitat regeneration projects.

Course Focus Areas

- **Native Flora and Fauna**: Learn to identify and work with Australia's unique plant and animal species, supporting biodiversity and ecosystem health.
- **Environmental Sustainability**: Develop skills in sustainable work practices, resource management, and ecological restoration to ensure the long-term health of natural areas.
- **Landcare**: Participate in projects that improve and maintain the quality of land, waterways, and bushland, contributing to community and environmental wellbeing.
- **Habitat Regeneration**: Gain hands-on experience in restoring degraded environments, including weed management, soil improvement, and re-establishing native vegetation.
- **Planting Trees**: Acquire practical skills in tree and shrub planting, propagation, and care, playing a direct role in reforestation and habitat creation.

Consider this course if you want to:

- Gain practical, job-ready skills in conservation, land management, and environmental restoration.
- Enjoy outdoor, hands-on learning that connects you with nature and your local community.
- Develop teamwork, problem-solving, and observation skills valued by employers.
- Make a positive impact on Australia's unique natural landscapes and wildlife.

Possible Future Career Opportunities

- Landcare or Conservation Assistant
- National Parks or Wildlife Officer
- Bush Crew or Ranger Group Member
- Nursery or Revegetation Worker
- Environmental Field Technician
- Pathways to higher-level qualifications in conservation, natural resource management, or environmental science

Where and When

- **RTO:** VEG Education (RTO 45732)
- **Venue:** Bundoora Secondary College
- Year 1: Wednesday, Time TBC
- Year 2: Wednesday, Time TBC

CPC20220 Certificate II in Construction Pathways

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

Consider this course if you.....

- Enjoy working with bricks, tiles and wood to build and create
- Like using tools
- Like to make things on a large scale
- Enjoy working with your hands in and outdoors
- Are interested in entering an apprenticeship in the building industry

Program Content

Sample competencies covered in Units 1 & 2 include:

- Applying OHS requirements
- Bricklaying hand tools and equipment
- Using wall and floor tiling tools and equipment

Sample competencies covered in Units 3 & 4 include:

- Carpentry tools and equipment
- Working effectively in the construction industry
- Measurements and calculations

Career Opportunities

- Bricklayer
- Tiler
- Builder
- Carpenter
- Shopfitter
- Joiner

Where and When

- **RTO:** Holmesglen Institute
  Venue: Chadstone Campus
  Units 1 – 4: Wednesday, 8.30am – 12.30pm OR 1.00pm – 5.00pm

SIT20421 Certificate II in Cookery

(Units 3 and 4 – Year 2 only)

The Certificate II in Kitchen Operations equips secondary school students with foundation skills to work in kitchens in restaurants, hotels, catering operations, clubs, pubs, cafés, and coffee shops and institutions such as aged care facilities and hospitals.

Consider this course if you.....

- Like to work in a fast-paced environment
- Enjoy cooking, are creative and have a passion for food
- Are interested in working in an industrial kitchen
- Have the ability to multitask and pay attention to detail
- Possess excellent time management skills
- Enjoy being well presented and have good personal hygiene
- Have the ability to listen and follow instructions

Program Content

Sample competencies covered in Units 3 & 4 include:

- Prepare appetisers and salads
- Prepare stocks, sauces and soups
- Prepare poultry dishes

Prerequisites

Completion of Units 1 & 2 Certificate II in Cookery or Dual Hospitality/Cookery program are prerequisites.

Career Opportunities

- Kitchen Hand/Chef/Cook
- Food Production
- Catering Manager
- Catering Assistant

Where and When

- **RTO:** Quality Service Skills
  Venue: Swinburne Senior SC
  Units 3 & 4: Tuesday, 4.30pm – 8.00pm

CUA20220 Certificate III in Creative Industries

(3D Animation Foundations)

3D Animation Foundations is designed to introduce students to the many career opportunities available for 3D artists, animators and designers. This course gives students an understanding of the creative potential of the 3D animation software used in the games, film and visual effects industry.

The course covers the fundamentals of 3D animation including: 3D modelling, texturing, animation, lighting, Rendering, character design, environment design, short movie production.

https://aie.edu.au/course/3d-animation-foundations/

Consider this course if you.....

- Would like to enhance your 3D animation knowledge
- Are patient and methodical
- Like problem solving to make systems work and enjoy a challenge
- Curious and creative
- Comfortable with learning new computer software

Program Content

Projects include: **3D Animation Pre-Production:** Create storyboards and concepts for art for a short animated movie production; **3D Character Modelling:** Design, model, texture, rig and animate a character of your own design; **3D Environment Modelling:** Learn about 3D animation software to model texture and render through the design and creation of a 3D environment; **3D Short Animated Movie**: Create a short 3D movie demonstrating understanding of all skills.

Career Opportunities

- Games Developer
- Animator
- Programmer
- Asset Artist
- Game Artist
- Technical Artist
- Character Artist

Where and When

- **RTO:** Academy of Interactive Entertainment
  Venue: Melbourne Campus
  Year 1: Friday, 9.30am – 1.30pm

CUA20220 Certificate II in Creative Industries

(Life Skills for Creative Businesses)

This certificate allows students to explore a variety of areas in the arts and creative industries field. With a focus on media design, business and promotion, you'll develop your planning, promotion and communication skills to create a dynamic personal media presence using social media tools for collaboration and engagement. The Certificate II in Creative Industries is a stepping stone into further study in screen and media, communication design, digital media, business and more. Students will develop and apply creative arts industry knowledge, employment obligations and opportunities while also learning about the impact of new technology, and identification of industry laws, regulations, and protocols and relevant industries.

Consider this course if you.....

- Building skills for creative businesses
- Like problem solving to make systems work and enjoy a challenge
- Curious and creative
- Comfortable with learning new computer software
- Interested in promotion and communication skills to create a dynamic personal media presence

Program Content

Sample competencies covered in Year 1 include:

- Develop and apply creative arts industry knowledge
- Apply critical thinking skills in a team environment
- Plan and prepare for work readiness
- Use business software applications
- Follow a design process
- Use social media tools for collaboration and engagement
- Develop digital imaging skills

Career Opportunities

This certificate can serve as a foundation for further studies and specialization allowing students to build a career in the diverse and dynamic field of creative industries for example: Social media and digital content Creator/ Coordinator, Media Production or Public Relations Assistant, Creative Project Manager and Freelance Creative Professional.

Where and When

- **RTO:** COSAMP
  Venue: Preshil
  Year 1: Wednesday PM TBC

CUA20113 Certificate II in Dance

The aim of this program is to provide young people who are currently dancing, with the technical skills, performance skills, knowledge, and attitudes, to begin the process of establishing a career in the entertainment industry. The training will introduce young dance performers to a variety of dance styles and techniques (contemporary, jazz and street), and is suited to all students interested in any form of movement and dance. There will also be a focus on watching and reviewing dance performances in Melbourne. The skills learnt can be applied to everyday fitness and coordination, to further training in dance and performance, and to a deeper appreciation of dance and the performing arts.

Consider this course if you.....

- Interested in body awareness and conditioning
- Curious and creative
- Comfortable trying new styles and techniques
- Comfortable with performing
- Thinking about a career in the performing arts
- Prepared to expand your dance theory Interested in dance, music and performance

Program Content

Sample competencies covered in Units 1 & 2 include:

- Develop basic dance techniques
- Follow safe dance practices
- Develop a basic level of physical condition for dance performance

Sample competencies covered in Units 3 & 4 include:

- Develop performance techniques
- Incorporate artistic expression into basic dance performances
- Develop audition techniques

Career Opportunities

- Dancer
- Choreographer
- Community Dance Worker
- Ballerina
- Dance Teacher
- Dance Therapist
- Entertainer

Where and When

- **RTO**: The Dance Training Organisation
  Venue: Swinburne Senior SC
  Units 1 & 2: Tuesday, 4.00pm – 8.00pm
  Units 3 & 4: Wednesday, 1.45pm – 5.45pm

CHC30121 Certificate III in Early Childhood Education and Care
(Partial Completion)

This program trains students to become early childhood educators who plan and provide early childhood education and care for infants and children up to 12 years of age. Early childhood educators inspire, delight and educate children in long day care, kindergarten, family day care, occasional care and outside school hours care. Please note this is a partial qualification at Holmesglen.

Consider this course if you.....

- Enjoy being part of a diverse team
- Are interested in supporting children to learn and develop through play
- Are keen to create an environment where children feel safe and secure to learn
- An advocate for children's wellbeing and sense of self
- Are thinking about a career in Early Childhood Education and Care sector

Program Content

Sample competencies covered in Units 1 & 2 include:

- Ensure the health and safety of children
- Promote and provide healthy food and drinks
- Provide an emergency first aid response in an education and care setting
- Provide care for children

Sample competencies covered in Units 3 & 4 include:

Career Opportunities

Graduates can work in any of the following programs/roles:

- Educator in Long Day Care
- Educator in Occasional Care
- Educator in School-Age Care Kindergarten assistant in Preschool
- Family day care Educator

Where and When

- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 – 4: Wednesday, 1.30pm – 4.30pm

22682VIC Certificate II in Electrotechnology (Pre-Vocational)

Box Hill Senior Secondary College has an established auspice partnership with AIET (a ReadCloud VET Registered Training Organisation [RTO 121314]) offering this program. The full course guide for each program, including individual units of study, can be found on the AIET website: ReadCloudVET Course Guide 2026

Consider this course if you .....

This qualification prepares students to enter the electrotechnology industry. It covers competencies at work entry level providing grounding in safety and basic skills and knowledge for work in many electrotechnology disciplines.

The training is mainly project based and gives industry relevant hands-on experience in a realistic simulated environment. It also includes training in the fundamentals of electrical, telecommunication, refrigeration, and air conditioning systems as well as workshop experience in fabrication and assembly techniques, wiring, cabling, basic installation skills and use of test equipment. Students learn how to read circuit diagrams, take electrical measurements, and perform electrical calculations.

Program Content

Sample competencies covered in Units 1 & 2 include:

- Solve problems in ELV single path circuits
- Prepare to work safely in the construction industry

Sample competencies covered in Units 3 & 4 include:

- Install a sustainable extra low voltage energy power system
- Attach cords and plugs to electrical equipment for connection to a single phase 230 Volt supply

Career Opportunities

- Electrician

Where and When

- **RTO:** AIET
  Venue: Box Hill Senior Secondary College
  Year 1: Wednesday, Time 11:15am – 3.15pm
  Year 2: Thursday, Time 11:15am – 3.15pm

22588VIC Certificate III in Enabling Technologies

The Certificate III in Enabling Technologies prepares students for a career in emerging information, communication and digital technology roles. This two-year course will develop your skills in: computer hardware installation and repair; helpdesk support; cyber security threat detection securing private information from security threats; building security awareness best practice in workplace environments; working in a team to drive solutions for workplace problems; teamwork in supporting business decision making; health and safety in a workplace; investigating emerging technologies and their job roles.

Consider this course if you.....

- Have basic digital literacy skills
- Enjoy remote learning
- Enjoy working with computers
- Like problem solving to make systems work and enjoy a challenge
- Are patient and methodical
- Are interested in the world of connected devices and how to work with them

Program Content

Sample competencies covered in include:

- Apply enterprise skills in a team to develop solutions to workplace problems
- Identify and report online security threats
- Securely manage personally identifiable information and workplace information
- Promote workplace cyber security awareness and best practices
- Run standard diagnostic tests

Additional Information

Please note students will have the option to attend the in-person session at the Chadstone campus or study the course remotely as per the timetabled classes. To student this course remotely, students need a signed declaration from the person who will be supervising them throughout the year.

Career Opportunities

- Help Desk Support Technician
- Security Technician
- Technical Support Officer
- Security Support Officer

Where and When

- **RTO:** Holmesglen Institute
  Venue: Chadstone Campus
  Units 1-4: Wednesday, 1.30pm – 5.30pm

BSB30220 Entrepreneuship and New Business

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 entrepreneurs with essential small business fundamentals, including market research, business planning, personal and team development, marketing, financial management, networking and business growyh strategies.

Consider this course if you.....

- Aspire to start your own business
- Like to investigate developing a business plan
- Enjoy learning about business networking
- Are interested in market research

Program Content

Sample competencies covered in in Year 1 include:

- Investigate business opportunities
- Organise finances for new business ventures
- Develop and present business proposals

Sample competencies covered in in Year 2 include:

- Build and maintain business relationships
- Deliver and monitor a service to customers
- Use social media to engage customers

Career Opportunities

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

Where and When

- RTO: iTFE
  Venue: St Helena Secondary College
  Year 1 (Units 1&2) : Wednesday, 1.30pm – 5.15pm TBC
  Units 3&4 in 2027

SIT30522 Certificate III in Events

Coordinating festivals, weddings, conferences, special events or functions requires certain skills. This certificate aims to provide a real insight into the events industry and the skills and knowledge required to be successful in this industry.

Consider this course if.....

- Like working with people
- Are very organised
- Are creative and imaginative
- Enjoy designing and making things
- Are practical, patient, methodical and persistent
- Enjoy planning outings/events

Program Content

Sample competencies covered in Units 1 & 2 include:

- Source and use information on the events industry
- Provide service to customers
- Provide advice on Australian destinations

Sample competencies covered in Units 3 & 4 include:

- Provide event staging support
- Process and monitor event registrations
- Coordinate on-site registrations

Career Opportunities

- Event Manager
- Wedding Planner
- International Events
- Conferences Manager
- Functions Manager
- Festivals Manager

Where and When

- **RTO:** Holmesglen Institute
  Events: Waverley Campus
  Units 1 - 4: Wednesday 1.30pm – 5.00pm

MSF20522 Certificate II in Furniture Making Pathways

The overall aim of this program is to provide young people with the opportunity to gain comprehensive entry-level training in the furnishing industry. The program covers broad-based and core skills in cabinet making required to produce free-standing furniture or built-in cabinets.

Consider this course if you.....

- Enjoy working in a creative team environment
- Would enjoy working with wood to create high-quality products
- Are practical, patient, methodical and persistent
- Enjoy designing and creating practical, creative & innovative products
- Are interested in a career in the Furnishing/Cabinet Making or related industries

Program Content

Sample competencies covered in Units 1 & 2 include:

- Make simple timber joints
- Apply domestic surface coatings
- Join materials used in furnishing

Sample competencies covered in Units 3 & 4 include:

- Use furniture-making sector hand and power tools
- Assemble furnishing components
- Undertake a basic furniture-making project

Career Opportunities

- Cabinet Maker
- Furniture Designer and Maker Wood Machinist
- Soft Furnishing Maker Upholsterer
- Textile Technician/Mechanic Musical Instrument Maker Leather Worker
- Craft Design Furniture
- Restorer French Polisher

Where and When

- **RTO**: Access Skills Training
  Venue: Swinburne Senior SC
  Units 1 – 4: Wednesday, 1.45pm – 5.45pm

AHC20422 Certificate II in Horticulture

This course offers students the opportunity to acquire a wide range of skills. Students will learn how to build retaining walls, lay paving, maintain gardens, test soil, drive a tractor, use a ride-on mower and identify pests and diseases in plants. This is a great course if you want to work outdoors in a variety of areas. The full course guide for each program, including individual units of study, can be found on the AIET website: ReadCloudVET Course Guide 2026

Consider this course if you.....

- Are interested in gardening
- Like working outdoors
- Enjoy practical activities
- Like learning about machine operation
- Enjoy undertaking soil teasting and plant recognition
- Like learning about effective weed,pest and disease management
- Are able to undertake manual work (including bending and lifting)
- Enjoy the natural environment

Program Content

Sample competencies covered in Units 1 &2 include:

- Plant Trees and shrubs
- Maintain indoor plants

Sample competencies covered in Units 1 &2 include:

- Prune shrubs and small trees
- Recognise plants

Career Opportunities

- Landscaping
- Nursery
- Gardener
- Parks and gardens turf management
- With additional training and experience, future employment opportunities may include nursery worker, groundskeeper, horticulturist or landscaper.

Where and When

- **RTO:** AIET
  Venue: Box Hill Senior Secondary College
  Year 1: Wednesday 8.15am – 1.15pm
  Year 2: Thursday 8.15 am – 1.15pm

SIT20322 Certificate II in Hospitality and SIT20421 Certificate II in Cookery, Dual Program

(Partial Completion)

The dual program provides an incredible opportunity for students to undertake two qualifications simultaneously - SIT20322 Certificate II in Hospitality and SIT20421 Certificate II in Cookery (partial completion) and receive additional credits towards their senior schools studies. The dual program provides participants with an overview of the hospitality industry as well as the necessary training and skills development for the achievement of competence in both of the following: Food Preparation and Food and Beverage Service. Upon successful completion, students will have expanded pathway choices with the opportunity to continue further studies (Units 3 & 4) in either Cookery or Hospitality streams.

Consider this course if you.....

- Like to work in a fast-paced environment
- Are creative and have the ability to multitask
- Are interested in a career in the hospitality industry
- Possess excellent time management skills
- Enjoy being well presented and have good personal hygiene
- Have the ability to listen and follow instructions
- Are keen to develop customer service skills

Program Content

Sample competencies covered in the first year include:

- Show social and cultural sensitivity
- Interact with customers
- Use hospitality skills effectively
- Prepare dishes using basic methods of cookery
- Work effectively with others
- Package prepared foodstuffs
- Participate in safe work practices
- Prepare and present sandwiches

Career Opportunities

- Front of House Manager
- Waiter/Barman
- Kitchen Hand/Cook/Chef
- Event Manager
- Food Production
- Catering Manager

Where and When

- **RTO:** Quality Service Skills
  Venue: Swinburne Senior SC
  Units 1 & 2: Wednesday, 9.00am - 12.30pm OR 1.30pm - 5.30pm

SIT20322 Certificate II in Hospitality

(Units 3 & 4 – Year 2 only)

This is the hospitality stream of the second year VCE VET Hospitality program. It is an extension of the knowledge and skills developed in Units 1 & 2. The program will cover subject areas such as food and beverage knowledge and service, espresso coffee and live service (Front of House). Students will achieve competencies that will enhance their employment prospects in the hospitality industry.

Consider this course if you.....

- Like to work in a fast-paced environment
- Are creative and have the ability to multitask
- Are interested in a career in the hospitality industry
- Possess excellent time management skills
- Enjoy being well presented and have good personal hygiene
- Have the ability to listen and follow instructions
- Are keen to develop customer service skills

Program Content

Sample competencies covered during the year include:

- Prepare and serve non-alcoholic beverages
- Serve food and beverage
- Provide advice on food
- Clean and tidy bar areas

Prerequisites

Completion of Year 1 Certificate II in Hospitality (inclusive of Responsible Service of Alcohol and Use hygiene practices for food safety) are prerequisites.

Additional Information

Separate to course fees students are required to purchase a black polo with WAI logo, black business shirt, black canvas apron with WAI logo and name badge.

Career Opportunities

- Front-of-House Manager
- Waiter/Barman
- Event Manager

Where and When

- **RTO:** William Angliss
  Venue: City Campus
  Units 3 & 4: Wednesday OR Thursday, 1.30pm – 6.00pm

CHC33021 Certificate III in Individual Support (Disability)
(Partial Completion)

This course provides the skills and knowledge to work professionally, confidently and safely in residential or home based disability support services. During the placement students will work under supervision following the policies and procedures of the organization providing person centred care and support for people with disabilities.

Consider this course if you.....

- Interested in working with people
- Are a caring patient person
- Seek practical skills for assisting people with disability
- Wish to develop your knowledge of programs for people with disability

Program Content

Sample competencies covered in Units 1 & 2 include:

- Work effectively in disability support
- Facilitate the empowerment of people receiving support
- Follow safe work practices for direct client care
- Identify and respond to children and young people at risk
- Support community participation and inclusion

Sample competencies covered in Units 3 & 4 include:

TBC

Structured Workplace Learning

Students are required to complete an 80 hour placement over the duration of the course.

Career Opportunities

- Disability Worker
- NDIS Support Worker
- Community Support Worker
- Personal Care Worker/Assistant

Where and When

- **RTO:** iTFE
  Venue: TBC
  Units 1 & 2: Wednesday 1.30pm – 5.00pm

ICT30120 Certificate III in Information Technology
(Cyber Security)

The Certificate III in Information Technology (cyber security) has been designed for students with a strong interest in pursuing a career in cyber security and networking. The course will provide the skills and knowledge needed for a broad range of tasks related to information technologies industries who focus on cyber security. Please note, this is a full two-year course and mid-year intakes cannot be offered.

Consider this course if you .....

- Are interested in learning what it takes to work in the cyber security industry
- Want to expand your knowledge of basic cloud computing
- Have a desire to improve your understanding of web development
- Would like to enhance your skills in configuring and monitoring networks

Program Content

Competencies covered in Units 1 & 2 include:

- Develop and extend critical and creative thinking skills
- Securely manage personally identifiable information and workplace information
- Work in a team
- Apply introductory programming techniques

Competencies covered in Units 3 & 4 include:

- Identify IP, ethics and privacy policies in ICT environments
- Provide ICT advice to clients
- Maintain and repair ICT equipment and software
- Install, configure, and secure a small office or home office network
- Provide basic system administration

Career Opportunities

- Help desk assistant
- Generalist IT support services

Where and When

- **RTO:** Swinburne University of Technology
  Venue: Hawthorn Campus
  Year 1: Wednesday, 9:30am–3:30pm

ICT30120 Certificate III in Information Technology
(Game Development Foundations)

The Game Development Foundations course will allow you to create 3D games suing the powerful Unity 3D game engine and the C# programming language. Students will be introduced to industry standard tools and techniques for game development. During the course you will develop games, looking at how to develop game mechanics from conception to final product. You will look at how to rapidly protype ideas and them in small teams or individually, to create the concept, manage the scope, integrate art assets and test a game.

https://aie.edu.au/course/game-development-foundations/

Consider this course if you.....

- Enjoy working with computers
- Would like to be introduced to Unity and C#; Programming Fundamentals; ICT Fundamentals.
- Have an interest in game mechanic development
- Have an interest in problem solving
- Would like to enhance your programming and gaming experience
- Are patient and methodical

Program Content

Projects will include: **Introduction to Programming**: Building knowledge in the syntax and structure of the C# language and gain practical experience by programming console-based application; **Game Development Basics**: Use Unity 3D and C# scripting to develop a game and work through code; **ICT Security Fundamentals**; **Intermediate Game development**: Expand knowledge of rapid prototyping and simple editing to create image assets; **Game Production**: Design and build a game as a team.

Career Opportunities

- Game Designer
- Systems Designer
- Game Programmer
- AI Programmer
- Game Artist

Where and When

- **RTO:** Academy of Interactive Entertainment
  Venue: Melbourne Campus
  Year 1: Wednesday, 1.00pm – 5.00pm
  Year 2: Wednesday, 1.00pm – 5.00pm

MSF31018 Certificate III in Interior Decoration Retail Services

This qualification describes the skills and knowledge required to provide practical assistance and advice to customers on interior decorating in a retail showroom or residential environment. The qualification is designed to develop the knowledge and skills for the selection and coordination of interior furnishings and finishes for residential and commercial interiors. The program provides students with the practical skills and knowledge to plan and implement creative decoration solutions to apply to a diverse range of projects. The program will provide students with skills to present their initial ideas into concept sketches, and through to final implementation. Areas of study include colour theory, soft furnishings, hard materials and client communication. To produce and develop a fantastic portfolio, computer-based programs are used to create and present the project work.

Consider this course if you.....

- Are creative and design-oriented
- Like to decorate and style rooms
- Have an interest in fabrics, colour, furniture and lighting
- Are flexible and able to adapt in a team setting
- Are comfortable using computer software
- Are keen to learn more about the interior design industry

Program Content

Sample competencies covered in Units 1 & 2 include:

- Communicate in the workplace
- Estimate and cost job
- Participate in environmentally sustainable work practices

Sample competencies covered in Units 3 & 4 include:

- Make measurements and calculations
- Deliver and monitor a service to customers
- Read and interpret work documents

Career Opportunities

- Interior Designer
- Interior Decorator
- Specialised Commercial or Residential Project Manager
- Design Firm Administrator
- Specialised areas of design i.e. bathroom, kitchen, restoration, hospitality and healthcare projects

Where and When

- **RTO:** Holmesglen Institute
  Venue: Chadstone Campus
  Units 1- 4: Wednesday, 1.30pm – 5.30pm

AHC21624 Certificate II in Landscaping

The Certificate II in Landscaping offers a strategic pathway, providing learners with vital skills and knowledge for success in landscaping roles. The program ensures thorough training, empowering graduates to excel in various job opportunities within the dynamic and evolving landscape sector.

Consider this course if you.....

- Are interested in gardening
- Like working outdoors
- Enjoy practical activities
- Are able to undertake manual work (including bending and lifting)
- Enjoy the natural environment

Program Content

Sample competencies in the first year include:

- Assist with landscape construction work
- Lay paving
- Plant trees and shrubs
- Recognise plants
- Install aggregate paths

Sample competencies covered in the second year include:

- Undertake operational maintenance of machinery
- Apply chemicals under supervision
- Assist with low volume irrigation operations
- Maintain properties and structures

Career Opportunities

- Landscaping labourer
- Landscaping assistant
- Apprenticeship in landscaping

Where and When

- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 - 4: Wednesday 1.00pm – 5.00pm

CUA30920 Certificate III in Music

(Composition and Creation with Electronic Music Making focus)

This program enables students to apply a broad range of knowledge and skills in varied work contexts within the music industry. This program prepares students for work in the music industry in areas such as composition, critical listening, music management and music promotions. It is ideal for students interested in making and performing electronic music.

Consider this course if you.....

- Are interested in making and performing electronic music
- Are willing to try music making techniques outside of their previous experiences
- Have an interest in pursuing a career in the music industry
- Interested in music, audio and sound

Program Content

Sample competencies covered in Units 1 -4 include:

- Implement copyright arrangements
- Incorporate music technology into performances
- Crete simple musical compositions
- Work effectively in the music industry
- Perform basic sound editing
- Incorporate technology into music making
- Create simple musical compositions
- Combine and replay audio material
- Provide event staging support
- Operate basic lighting

Career Opportunities

- Musician
- Sound Designer
- Music Producer
- Songwriter
- Film and game audio composition
- Theatre audio

Where and When

- **RTO:** COSAMP
  Venue: Sydney Road Community School
  Units 1 & 2: Wednesday 1.30pm – 5.00pm
  Units 3 & 4: Wednesday 1.30pm – 5.00pm

CUA30920 Certificate III in Music
(Performance Specialisation)

This program enables students to apply a broad range of knowledge and skills in varied work contexts within the music industry. This program prepares students for work in the music industry in areas such as performance, critical listening, music management and music promotions. This course runs the group performance option only.

Consider this course if you.....

- Already playing an instrument and/or sing, and want to improve as a musician, and perform as part of a band
- Able to perform in front of an audience
- Willing to learn music theory to improve your ability as a performer
- Flexible and able to adapt in a team setting
- Creative, imaginative and poses artistic skills
- Interested in a career in the entertainment industry

Program Content

Sample competencies covered in Units 1 & 2 include:

- Compose simple songs or musical pieces
- Develop ensemble skills for playing or singing music
- Work effectively in the music industry

Sample competencies covered in Units 3 & 4 include:

- Prepare for performance
- Develop improvisation skills and stagecraft skills
- Develop technical skills in performance
- Perform music as part of a group

Career Opportunities

- Musician
- Music Technician
- Singer
- Songwriter
- Stage Producer
- Director
- Stage Manger
- Session Musician Performer
- Band Member Promoter

Where and When

- **RTO:** Collarts
  Venue: Swinburne Senior SC
  Units 1 & 2: Wednesday 1.30pm – 5.30pm
  Units 3 & 4: Tuesday 4.30pm – 8.00pm

CUA30920 Certificate III in Music

(Sound Production Specialisation)

Students will develop broad skills and knowledge of producing electronic music, using sound modules, sound editing and mixing and basic songwriting and arranging techniques. These competencies will enhance employability in the music industry as a producer, songwriter, audio engineer, radio producer or live sound engineer. The course aims to provide students with the broad skills and knowledge required to produce electronic music, understand sound theory, use audio software (DAWs) for editing and mixing and to set-up and operate audio equipment safely in a variety of contexts.

Consider this course if you.....

- Like music
- Are comfortable working with computers, tools, electronics and other technology
- Are creative and practical
- Have an interest in recording and mixing sound
- Are interested in a career in the entertainment industry

Program Content

Sample competencies covered in Units 1 & 2 include:

- Perform basic sound editing
- Provide event staging support
- Develop simple musical pieces using electronic media
- Develop basic audio skills and knowledge
- Perform basic sound editing

Sample competencies covered in Units 3 & 4 include:

- Manage audio input sources
- Record and mix a basic music demo
- Operate sound reinforcement systems

Career Opportunities

- Musician
- Music Technician
- Stage Producer
- Sound and Lighting
- Stage Manager
- Digital Audio Technician
- Sound Engineer Broadcaster

Where and When

- **RTO:** Collarts
  Venue: Swinburne Senior SC
  Units 1 & 2: Wednesday, 1.30pm – 5.30pm
  Units 3 & 4: Tuesday, 4.30pm – 8.00pm

22569VIC Certificate II in Plumbing (Pre-apprenticeship)

The pre-apprenticeship program is designed for students who are considering a career as an apprentice in the plumbing industry. Students will gain skills and knowledge in plumbing, including technical drawing and plan development, plumbing fixtures and fittings and an introduction to welding. The full course guide for each program, including individual units of study, can be found on the AIET website: ReadCloudVET Course Guide 2026

Consider this course if you.....

- Like working outdoors and do not mind digging
- Are practical, patient, methodical and persistent
- Enjoy using logical processes to solve problems
- Are interested in a career in the plumbing industry
- Like working with metal
- Are comfortable to lift and move heavy items

Program Content

Sample competencies covered in Units 1 & 2 include:

- Use basic plumbing hand tools
- Prepare to work safely in the construction industry
- Apply basic sheet metal practices

Sample competencies covered in Units 3 & 4 include:

- Use plumbing pipes, fittings and fixtures to simulate plumbing installations
- Perform basic oxy-acetylene welding and cutting
- Fabricate simple plumbing pipe systems
- Cut and penetrate building materials and structures

Career Opportunities

Once you have successfully completed your Certificate II in Plumbing, you may decide to pursue further study as an apprentice or trainee. Some of the opportunities available in the plumbing industry include:

-
- Sanitary and gas fitter plumbing
- Heating and Ventilating (sustainable plumbing)
- Domestic, Commercial and industrial plumbing
- Refrigeration

Where and When

- **RTO:** AIET
- **Venue:** Box Hill Senior Secondary College
  Year 1: Thursday, Time 8:15am-1.15pm
  Year 2: Wednesday, Time 11:15am -3.15pm

AHC21216 Certificate II in Rural Operations

The Certificate II in Rural Operations is a nationally accredited, entry-level qualification designed for senior secondary students who want foundational skills in the agriculture and horticulture industries. This 2-year program provides practical experience and knowledge to prepare students for work in food production and agricultural settings.

Focus Areas

- **Urban Agriculture**: Students learn skills relevant to growing food and managing agricultural practices within urban environments, including landscaping, irrigation, and small-scale food production.
- **Sustainability**: The course emphasizes sustainable farming practices, environmental stewardship, and responsible resource management to support long-term agricultural productivity.
- **Food Production**: Training includes hands-on experience in growing crops, managing market gardens, and understanding food supply chains.
- **Aquaculture**: While not always a core component, some units cover aspects of aquatic farming and fishery management, supporting diverse rural operations.
- **Livestock Welfare**: Students gain knowledge in livestock health, care, handling, and welfare, including practical skills in animal husbandry and safe livestock management.

Consider this course if you want to:

- Build practical skills in machinery operation, livestock care, and sustainable farming practices.
- Learn directly from industry professionals with hands-on rural experience.
- Get ready for immediate employment in agriculture, horticulture, aquaculture, or rural enterprises.
- Enjoy outdoor, hands-on learning that connects you with nature and real-world food systems.

Possible Future Career Opportunities

- Farmhand or Farm Operations Worker
- Livestock Handler or Animal Care Assistant
- Market Gardener or Urban Farmer
- Aquaculture Technician
- Agricultural Machinery Operator
- Sustainable Agriculture Consultant
- Agricultural or Environmental Technician

Where and When

- **RTO:** VEG Education (RTO 45732)
  Venue: Bundoora Secondary College
  Year 1: Wednesday, Time TBC
  Year 2: Wednesday, Time TBC

SHB20216 Certificate II in Salon Assistant

This program is ideal for students with additional learning and access needs interested in a career in hairdressing or make-up. On successful completion of this course, students will be prepared to apply for further studies in Hairdressing. This program allows students to develop their creative and practical skills within a real salon setting, has a focus on developing student employability skills, and is very hands-on. Students will learn about work safety, organisational skills, beauty products, and basic hair services, all whilst gaining knowledge of the industry.

https://tmice.edu.au/products/certificate-ii-salon-assistant?variant=39445650276395

Consider this course if you.....

- Completely willing to have your hair washed, dried and styled by other students
- Creative and hard working in class, and can demonstrate that you can work independently
- Willing to participate in hands on activities to improve your skills
- Capable of being organised and punctual
- Willing to give a number of options a try
- Interested in a career in the hair industry

Program Content

Please note this is a one year course. Sample competencies covered in Units 1 & 2 include:

- Contribute to health and safety of self and others
- Provide shampoo and basin services
- Dry hair to shape
- Greet and prepare clients for salon services

Career Opportunities

- Hairdresser
- Salon Assistant
- Stylist
- Barber

Where and When

- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 & 2: Wednesday, 1.30pm – 5.30pm

- **RTO:** Masters Institute of Creative Education
  Venue: City Campus
  Units 1 & 2: Wednesday, 8.45am – 4.15pm

CUA31015 Certificate III in Screen and Media

(Video Production Specialisation)

Undertaking the Certificate III in Screen and Media (Video Production) enables students to develop basic skills and knowledge to work in the screen, media, and entertainment industries. Students will be able to upskill their technical knowledge about video production that will perfectly complement their VCE Media studies and prepare them for post-secondary education pathways. Students will develop skills in creative collaboration, screenwriting, illustration for storyboarding, single camera production, multi-camera production, and editing video material.

Consider this course if you.....

- Enjoy working with computers
- Like problem solving both independently and collaboratively
- Are creative, imaginative, and excited about storytelling
- Enjoy producing videos with others
- Are patient, methodical, and manage your time well

Program Content

Sample competencies covered include:

- Apply critical thinking skills
- Apply work health and safety practices
- Write simple stories
- Develop drawing skills to communicate ideas
- Shoot material for screen productions
- Assist with sound recordings
- Organise personal work priorities
- Perform basic sound editing
- Perform basic visions and sound editing
- Edit video and audio content for social media
- Provide production support for television productions
- Work effectively in the creative arts industry

Additional Time

The first year of the course requires students to set aside three additional evenings across the year to produce a live broadcast recording of a theatrical or musical performance.

Technical Requirements

Students are required to supply a laptop that is capable of running the most recent version of Adobe Premiere Pro, an external hard drive to store their media on, and an SD card capable of capturing high quality video (e.g. SanDisk Extreme PRO SDXC 64GB 200MB/s Memory Card).

Career Opportunities

- Filmmaker
- Video Editor
- Videographer
- Sound recordist
- Content creator
- Event management

Where and When

RTO: Access Skills Training

Venue: Swinburne Senior Secondary College

Units 1 & 2: Wednesday, 1.45pm – 5.45pm

Units 3 & 4: Tuesday, 4:45 – 8:00pm (TBC)

CUA31020 Certificate III in Screen and Media

(Game Art Foundations)

This program combines industry game design workflows and technologies to teach you how to create and design games using 3D software. Students will use Maya, Photoshop and Unreal Engine to learn how to create unique real time 3D assets. The course focuses on developing fundamental skills in modeling, UV unwrapping, texturing, rigging, animation and presentation in a game engine.

https://aie.edu.au/course/game-art-foundations/

Consider this course if you.....

- Capable of working with people in a team
- Curious and creative
- Interested in 3D modelling, texturing, setting up animation rigs and game design
- Comfortable with operating computers
- Thinking about a career in game art
- Comfortable with learning new software

Program Content

Projects include: **3D Art and Animation Foundations**: Introduction to UV unwrap, texture, and animate basic 3D models. You will also use Autodesk Maya for modelling and animation using Krita or Photoshop to create textures; **3D Character Foundations**: There are two parts. You will learn the process of modelling 3D characters from your own ideas you have researched and developed concept drawings. Once completed you will learn parent-based rigging to pose the character in real time engine; **Game Level – Concepting**: researching ideas using processes that involve colour theory and principles of design**; Game Level-Production**: Development of environmental models into ready assets for game engine by introducing game engines and 3D workflow via Maya modelling; **Game Level – Functionality:** Learning to implement interactive functionality using blueprints and implementing audio in a game engine.

Career Opportunities

- Games Developer
- Asset Artist
- Game Artist
- Technical Artist
- Character Artist

Where and When

- **RTO:** Academy of Interactive Entertainment
  Venue: Melbourne Campus
  Year 1: Wednesday, 9.00am – 12.45pm OR 1.00pm – 5.00pm
  Year 2: Wednesday, 1.00pm – 5.00pm

22629VIC Certificate III in Small Business Operations and Innovation

During this course, you will learn to develop and run a small business, focusing on business and employability skills such as marketing, research, event management, planning, social media collaboration, financial assistance and a variety of processes required for small business activities. With the growth of e-commerce, domestic and global markets, small businesses increasingly rely on staff who can contribute to all areas of business.

This course also incorporates the use of drone technology, where you will receive hands-on experience flying drones and learning about the varied applications of this innovative technology.

Consider this course if you.....

- Interested in knowing more about marketing and/or finance
- Keen to build the skills required for business-related work
- Interested in being an entrepreneur
- Innovative and organised
- Interested in drone technology

Program Content

Sample competencies covered in Units 1 & 2 include:

- Follow procedures for routine financial activities of a small business
- Identify small business policies and procedures
- Assist with the presentation of public activities and events
- Participate in environmentally sustainable work practices

Sample competencies covered in Units 3 & 4 include:

- Undertake basic market research & promotion for a small business product or service
- Participate in small business quality processes
- Use social media for collaboration & engagement
- Contribute to small business planning

Career Opportunities

After successfully completing this course, you can apply for further study in retail, business, marketing or finance. You could explore further options to apply what you have learnt to start your own small business or entrepreneurship.

Where and When

- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 – 4: Wednesday, 1.30pm – 4.30pm

SIS30122 Certificate III in Sport, Aquatics and Recreation

This introductory course will provide participants with the knowledge, skill and competency that will enhance their training and employment prospects in the sport or community recreation industry. To gain industry specific training, this course will leverage our extensive industry contacts to deliver presentations and insights from the work of the AFL and other elite business organisations. You need to have successfully completed Year 9 to undertake this course.

Consider this course if you.....

- Interested in sport and community recreation
- Like to work in a team
- Are patient
- Enjoy working with people
- Enjoy organising an event/game
- Enjoy focusing on being fit and healthy

Program Content

Sample competencies covered in Units 1 & 2 include:

- Continuously improve coaching skills and knowledge
- Organise personal priorities
- Facilitate groups
- Develop and maintain stakeholder relationships

Sample competencies covered in Units 3 & 4 include:

- Continuously improve officiating skills and knowledge
- Respond to emergency situations
- Deliver recreation sessions
- Maintain sport, fitness and recreation industry knowledge

Career Opportunities

There are various employment opportunities available. These opportunities span across sports, recreation, fitness, allied health, wellness and education.

Where and When

- **RTO:** AFL SportsReady
  Venue: Victoria Park Campus
  Units 1 - 2: Wednesday, 9.00am-12.30pm OR 1.30pm – 5.00pm

TLI20421 Certificate II in Supply Chain Operations

(Partial Completion of TLI30321 Certificate III in Supply Chain Operations)

The introduction of new automation and tracking technologies are driving demand in the logistics and warehousing industries 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. Students will be exposed to customer service skills within the logistics environment and will be prepared for roles such as a logistics clerk or administrative worker in the integrated logistics field.

Consider this course if you.....

- Interested in working alone and/or in a team
- Like using computers and other business technology
- Are patient, methodical and persistent
- Enjoy logical processes
- Are curious and pay attention to detail

Program Content

Sample competencies covered in Units 1 & 2 include:

- Identify the roles and functions of the supply chain industry
- Ensure the safety of transport activities
- Conduct housekeeping activities

Sample competencies covered in Units 3 & 4 include:

- Check and assess operational capabilities of equipment
- Shift material safely using manual handling methods
- Load and unload goods/cargo
- Pick and process orders

Structured Workplace Learning

Students are required to complete a 60 hour placement per year (ie 120 hours over the two years).

Career Opportunities

- Dispatch Clerk
- Loader
- Forklift Driver
- Store Person
- Warehouse Operator

Where and When

- **RTO:** iTFE
  Venue: De La Salle
  Units 1 & 2: Wednesday 1.30pm – 5.00pm

SIT30122 Certificate II in Tourism

The tourism industry is an ever-changing and exciting industry to work in. Throughout the course, you will learn about the different career prospects the tourism industry can offer. You will discover Australian and International destinations and promote overseas cities. You will develop the skills and knowledge to organise a customer's dream holiday from start to finish.

Consider this course if you.....

- Enjoy working with people
- Have a genuine interest in travel, world events and cultures
- Like using computers and other office technology
- Are organised and methodical
- Enjoy working as part of a team

Program Content

Sample competencies covered in the first year include:

- Source and use information on the tourism and travel industry
- Show social and cultural sensitivity
- Source airfares for domestic flights
- Sell tourism products or services

Career Opportunities

- Travel advisor
- Visitor information officer
- Sales or reservations consultants for corporate travel
- Tour guide
- Hotel employee
- Tourist attraction attendant

Where and When

- **RTO:** Holmesglen Institute
  Venue: Glen Waverley Campus
  Units 1 - 4: Wednesday, 1.30pm – 5.00pm

CUA20720 Certificate II in Visual Arts

The Certificate II in Visual Arts is designed to provide students with the opportunity to build skills and knowledge in art and design, as well as begin preparation of a portfolio for further study, entry-level positions in the creative industry, or a career as an independent artist. Students explore a range of techniques in sculpture, painting, printmaking, and textiles and apply these skills to independent and group projects.

Consider this course if you.....

- Enjoy using different products to create
- Like hands on activities
- Possess a keen sense of imagination and vision
- Enjoy learning about artist history and the theory behind artwork
- Are creative and enjoy designing

Program Content

Sample competencies covered in in Year 1 include:

- Develop drawing skills to communicate ideas
- Make simple creative work
- Source and use information relevant to own arts practice

Sample competencies covered in Year 2 include:

- Develop ceramic skills
- Develop printmaking skills
- Develop drawing skills

Career Opportunities

- Visual Artist
- Fine artist
- Illustrator
- Sculptor
- Ceramicist
- Tattoo Artist
- Graphic Designer

Where and When

- **RTO:** COSAMP
  Venue: Montague School
  Year 1: Wednesday, 1.15pm – 4.15pm

School-based Apprenticeships and Traineeships (SBATs)

What is an SBAT

A school-based apprenticeship and traineeship (SBAT) is an employment-based learning pathway that combines completion of secondary school (the VCE, including the VCE Vocational Major, or the Victorian Pathways Certificate) with part-time paid employment and training.

An SBAT is a valuable part of a student's senior secondary program. Regular school attendance is combined with a minimum of 13 hours per week of paid employment and structured training (averaged over each 4-month period for the duration of the SBAT).

To be endorsed by the school and registered with the Victorian Registration and Qualifications Authority (VRQA), an SBAT must:

- Include employment under a training contract with an approved employer
- Include regular paid work carried out under an appropriate industrial instrument that endorses part-time apprenticeships or traineeships
- Include work relevant to the qualification undertaken by the student
- Feature a school-endorsed training plan lodged with the VRQA
- Feature training, under an approved training scheme, that leads to a nationally recognised qualification at the certificate II, III or IV level
- Be integrated into the student's school-based learning program, study timetable and career plan
- Be enrolled in the VCE, including the VCE vocational major, or the VPC.

SBATs do not have to be completed before the student completes school. Many SBAT students complete the remaining portion of their training and employment hours as a full-time apprentice or trainee after successfully completing their senior secondary or foundation secondary certificate.

What does an SBAT offer students?

- An early start in your dream career
- Practical skills with valuable, hands-on work experience
- Real wages through part – time employment
- A nationally recognized qualification
- Credit towards your VCE, VCE Vocational Major or Victorian Pathways Certificate
- The option to continue with further vocational education or university studies once you have finished your apprenticeship or traineeship.

SHB30516 Certificate III in Barbering

SHB30516 Certificate III in Barbering empowers students with the skills to perform a variety of barbering techniques both traditional and modern, including clipper/scissor over-comb, taper, graduated and layered cutting styles. Upon completing the course, students can confidently perform face and neck shaving, clipper carving/track works, trimming and styling of men's hair, beards and moustaches.

Consider this course if you.....

- Creative and hard working in class, and can demonstrate that you can work independently
- Willing to participate in hands on activities to improve your skills:
- Capable of being organised and punctual
- Willing to give a number of options a try
- Don’t mind working on your feet
- Interested in a career in the hair industry

Program Content

The SHB30516 Certificate III in Barbering course involves both theory and practical work, which will develop your skills in barbering services and in working as part of a team. You will receive training in areas such as:

- Communication Skills
- Client Consultations
- Selling Products and Services
- Designing and applying a range of technical barbering services on client

Career Opportunities

Graduates can work in any of the following programs/roles:

- Qualified Barber
- Salon Supervisor
- Session Stylist
- Sales Representative for Hair Company

Where and When

- **RTO:** Masters Institute of Creative Education
  Venue: City Campus
  Wednesday, 8.30am – 4.30pm. In addition, one day a week working in a Barber Shop

BSB30120 Certificate II in Business

This hands on course delivered with an employer will provide participants with the knowledge, skill and competency that will enhance their training and employment prospects in the broad range of business and industry settings.

Consider this course if you.....

- Like using computers and other business technology
- Are keen to use computer-based software applications to communicate electronically
- Are organised, methodical and have good time management skills
- Enjoy working as part of a team
- Pay attention to detail
- Are keen to expand your problem solving skills

Program Content

- Organise business meetings
- Organise personal work priorities
- Use inclusive work practices
- Support personal wellbeing in the workplace
- Collect and record data
- Design and produce spreadsheets
- Create electronic presentations

Career Opportunities

You will learn skills that can lead to many career opportunities including Administration Officer, Business Administration, Customer Service, Financial Support and Sales.

Where and When

- **RTO:** AFL SportsReady
  Venue: Victoria Park Campus
  Friday 9:30am – 3:30pm. In addition, one day a week working with an employer

CHC30121 Certificate III in Early Childhood Education and Care

Early Childhood Educations are actively involved in educating and caring for children to ensure they gain the knowledge, skills and attributes that allow children to make the most of their potential.

Consider this course if you.....

- Enjoy working with children
- Have a genuine interest to purse a career in the early childhood education and care industry
- Wish to build your time management, interpersonal and communication skills
- Have patience
- Enjoy working as part of a team

Sample Program Content

- Participate in workplace health and safety
- Work legally and ethically
- Ensure the health and safety of children
- Support children to connect with their world
- Use an approved learning framework to guide practice
- Use information about children to inform practice
- Provide experiences to support children's play and learning

Assignment work includes projects and written tasks along with work placement tasks, Assessor observations and Workplace Supervisor evaluations. Trainees will need to complete all assignment tasks satisfactorily as well as all workplace assessment tasks to achieve overall competency.

Additional Requirements

Prospective students will need to attend an **Information Session** on Wednesday 16th October 2024, 6.30pm – 7.30pm at 1 Seafarer Lane, Docklands.

Trainees will need to complete a minimum of 160 hours working with children **under** the age of 24 months as part of working one day a week in an early learning service. Trainees are expected to work for the duration of their studies inclusive of during school holiday periods and be ready and able to commence work mid – late January.

Career Opportunities

Graduates can work in any of the following programs/roles:

- Educator in Long Day/Ocasional Care
- Educator in School-Age Care
- Kindergarten Assistant in pre-school
- Family-day Care Educaton

Where and When

- **RTO:** Gowrie Victoria
  Venue: Docklands Campus
  Wednesdays 9:30am – 3:30pm. In addition, one day a week working in an early learning service

SIS30122 Certificate III in Sport, Aquatics and Recreation

This hands-on course delivered with an employer will provide participants with the knowledge, skill and competency that will enhance their training and employment prospects in the sport or community recreation industry.

Consider this course if you.....

- Interested in sport and community recreation
- Like to work in a team
- Are patient
- Enjoy working with people
- Enjoy organising an event/game
- Enjoy focusing on being fit and healthy

Program Content

- Continuously improve coaching skills and knowledge
- Organise personal work priorities
- Develop and maintain stakeholder relationships
- Facilitate groups
- Continuously improve officiating skills and knowledge
- Respond to emergency situations
- Deliver recreation session
- Respond to interpersonal conflict
- Maintain sport, fitness and recreation industry knowledge

Career Opportunities

There are various employment opportunities available. These opportunities span across sports, recreation, fitness, allied health, wellness and education.

Where and When

- **RTO:** AFL SportsReady
  Venue: Victoria Park Campus
  Friday 9:30am – 3:30pm. In addition, one day a week working with an employer

VET Courses offered by local TAFEs

(Please note these programs are not facilitated by the Inner Eastern VET Cluster. Direct application is facilitated by VET Coordinators)

Box Hill Institute

Refer to: https://www.boxhill.edu.au/course-areas/vdss/

Strata VETiS Portal (avaxa.com)

VET Program	Class Day	Units/ Class Time TBC	Campus	Duration of Course
HLT33021 Certificate III in Allied Health Assistance (Partial completion)	Wednesday	**Year 1:** 9.00am – 12.30pm 1.30pm – 5.00pm **Year 2:** 1.30pm – 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
ACM20121 Certificate II in Animal Care (Full qualification)	Wednesday	**Years 1 and 2:** 9.00am – 12.30pm 1.30pm- 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	Two years
	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm		
	Friday	**Year 1** 9.00am – 12.30pm	Box Hill Campus 465 Elgar Road, Box Hill	
MST20722 Certificate II in Apparel, Fashion and Textiles	Wednesday	**Year 1:** 9.00am – 1.00pm 1.30pm – 5.30pm **Year 2:** 1.30pm- 5.30pm	Box Hill Campus 853 Whitehorse Road (Cnr Nelson Road), Box Hill	Two years
	Wednesday	**Year 1:** 9.00am – 1.00pm 1.30pm – 5.30pm **Year 2:** 1.30pm- 5.30pm	City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	

AUR20720 Certificate II in Automotive Vocational Preparation	Wednesday	**Year 1:** 8.00am – 12.00pm 1.30pm – 5.30pm **Year 2:** 1.30pm – 5.30pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
SHB30121 Certificate III in Beauty Services (Partial completion)	Wednesday	**Years 1 and 2:** 9.00am – 1.00pm 1.30pm – 5.30pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
22614VIC Certificate II in Building and Construction Pre-Apprenticeship (Specialising in Carpentry) (Partial completion)	Wednesday	**Years 1 and 2:** 8.05am – 12.05pm 1.30pm – 5.20pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
CHC32015 Certificate III in Community Services (Partial completion)	Wednesday	**Year 1 and 2:** 9.30am – 1.00pm 1.30pm – 5.00pm	Box Hill Campus 1000 Whitehorse Road, Box Hill	Two years
	Friday	**Year 1:** 9.30am – 1.00pm	City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	
CUA30720 Certificate III in Design Fundamentals (Design Focus)	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm	Box Hill Campus 853 Whitehorse Road (Cnr Nelson Road), Box Hill **and** City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	Two years
CUA30720 Certificate III in Design Fundamentals (Visual focus)	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm	City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	

CHC30121 Certificate III in Early Childhood Education and Care (Partial qualification)	Wednesday	**Year 1:** 9.00am – 12.30pm 1.30pm – 5.00pm **Year 2:** 1.30pm – 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
Certificate II in Electrotechnology (Pre-vocational). Please note Year 1- will transition to new course in 2025 22499VIC Certificate II in Electrotechnology (Pre-vocational) (Year 2- Pathway students from Year 1 in 2024 only)	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
Certificate III in Equine Studies Please note Year 1 will transition into new course in 2025 22513 VIC Certificate III in Equine Studies (Year 2 -Pathway students from Year 1 in 2024 only)	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill **and** City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	Two years
ICT30120 Certificate III in Information Technology	Wednesday	**Years 1 and 2:** 1.30pm – 5.30pm	Box Hill Campus 853 Whitehorse Road (Cnr Nelson Road), Box Hill	Two years
MSF31018 Certificate III in Interior Decoration	Wednesday	**Year 1:** 9.00am – 12.30pm 1.30pm – 5.00pm **Year 2:** 1.30pm – 5.00pm	Box Hill Campus 853 Whitehorse Road (Cnr Nelson Road), Box Hill **and** City Campus 253 Flinders Lane or 21 Degraves Street, Melbourne	Two years

MSL30122 Certificate III in Laboratory Skills	Wednesday	**Years 1 and 2:** 1.30pm – 5.00pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
22569VIC Certificate II in Plumbing (Pre-apprenticeship)	Wednesday	**Year 1:** 8.30am – 12.30pm 1.30pm – 5.30pm **Year 2:** 8.30am – 12.30pm 1.30pm – 5.30pm	Box Hill Campus 465 Elgar Road, Box Hill	Two years
SIS30122 Certificate III in Sport, Aquatics and Recreation (Recreation Officer)	Wednesday	**Years 1 and 2:** 9.00am – 12.30pm 1.30pm – 5.00pm	Box Hill Campus 853 Whitehorse Road (Cnr Nelson Road), Box Hill	Two years

Kangan Institute

Refer to: https://www.kangan.edu.au/for-schools/vetdss

https://vetdss.powerappsportals.com/Signin

VET Program	Class Day	Units/ Class Time TBC	Campus	Duration of Course
Certificate III in Allied Health Assistance	Wednesday	**Year 1:** 9.00am – 12.00pm **Year 2:** 1.45pm – 4.45pm	Essendon Campus 38 Buckley Street Essendon	Two years
Certificate II in Apparel, Fashion & Textiles	Wednesday	**Years 1 and 2:** Mixture of PM and AM classes available	Cremorne Campus 85 Cremorne Street Cremorne	Two years
Certificate II in Automotive Vocational Preparations (Mechanical Stream)	Wednesday	**Years 1 and 2:** 8.30am – 12.30pm 1.45pm – 5.45pm	Docklands Campus 1 Batmans Hill Drive Docklands	Two years
Certificate II in Automotive Vocational Preparations (Auto Body Stream)	Wednesday	**Years 1 and 2:** 8.30am – 12.30pm	Docklands Campus 1 Batmans Hill Drive Docklands	Two years
Certificate III in Beauty Services	Wednesday	**Years 1 and 2:** Mixture of PM and AM classes available	Cremorne Campus 85 Cremorne Street Cremorne	Two years
Certificate II in Salon Assistant (Hair – Partial Completion)	Wednesday	**Years 1:** Mixture of PM and AM classes available	Cremorne Campus 85 Cremorne Street Cremorne	One year

Victoria University

Refer to: https://www.vu.edu.au/study-at-vu/information-for/secondary-school-students/vocational-education-training-delivered-to-secondary-students-vdss

Enrolment Process: Please contact VDSS@vu.edu.au for enrolment information

VET Program	Class Day	Units/ Class Time TBC	Campus	Duration of Course
Certificate III in Beauty Services (Partial Completion)	Wednesday or Friday	**Years 1 and 2:** 9.00am – 3.00pm	VU City Tower Campus 370 Little Lonsdale Street Melbourne	Two years
Certificate III in Business (Hybrid Delivery)	Wednesday • Remote delivery via Zoom for three (3) weeks of the month • On Campus for one (1) week of the month	**Years 1 and 2:** 9.00am-3.00pm	VU City Tower Campus 370 Little Lonsdale Street Melbourne	Two years
Certificate II in Building and Construction Pre-apprenticeship (Carpentry)	Wednesday or Thursday or Friday	**Years 1 and 2:** 8.30am – 3.00pm	Sunshine Campus 438/460 Ballarat Road Sunshine	Two years
Certificate II in Electrotechnology Studies (Pre-Vocational)	Tuesday or Wednesday or Thursday or Friday	**Years 1 and 2:** 8.30am – 3.00pm	Sunshine Campus 438/460 Ballarat Road Sunshine	Two years
Certificate III in Engineering	Wednesday	**Years 1 and 2:** 8.30am – 3.00pm	Sunshine Campus 438/460 Ballarat Road Sunshine	Two years
Certificate II in Plumbing (Pre-apprenticeship)	Wednesday	**Years 1 and 2:** 8.30am – 3.00pm	Sunshine Campus 438/460 Ballarat Road Sunshine	Two years