Bendigo TAFE

TAFE VICTORIA

VET DELIVERED TO SECONDARY STUDENTS COURSE GUIDE 2023

ALLIED HEALTH | ANIMAL CARE | AUTOMOTIVE
BUILDING & CONSTRUCTION | ELECTRICAL | ENGINEERING
HAIR & BEAUTY | HOSPITALITY

1800 914 161 | **bendigotafe.edu.au/for-schools/vetdss**

OUR HEROES ARE MADE AT BENDIGO TAFE

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OUR HEROES ARE MADE AT BENDIGO TAFE

Bendigo TAFE is one of the largest and most trusted education and training providers in Victoria. With more than 155 years of educational excellence backed by industry connections, our graduates learn real skills and gain the confidence to succeed in life.

With an established network of industry partners and a strong reputation with employers across Victoria, our courses are developed to respond to their employment needs. We ensure our training is relevant and will provide you with the skills and knowledge you need to match the demands.

We focus on providing you with work-ready training including practical, hands-on experience, industry projects and work placements.

Bendigo TAFE acknowledges their campuses are located on the ancestral lands of the Djaara people of the Dja Dja Wurrung and the Yorta Yorta People. The institute respects traditional custodians, Elders and their cultural heritage.

A LEADER IN VOCATIONAL TRAINING

WHAT IS VET DELIVERED TO SECONDARY STUDENTS?

VET Delivered to Secondary Students (VETDSS) enables you to get real hands-on experience within a chosen industry, obtain a nationally recognised/accredited qualification and increase your career prospects by combining your secondary school studies with a Vocational Education and Training (VET) program.

WHAT ARE THE BENEFITS?

- Provides the skills and ability to achieve competencies which will enhance your employment and further training prospects.
- Provides 'work-ready' knowledge and skills applicable to a variety of career paths in your chosen industry.
- May shorten the duration of an apprenticeship program after Year 12 through credit recognition and articulation arrangements.

GUARANTEED PATHWAYS

Students who successfully complete an eligible VETDSS course through Bendigo TAFE will be guaranteed a place in a pathway course - giving you peace-of-mind when it comes to your study choice after secondary school

WHERE TO FIND OUT MORE ABOUT VET

To find out more information on how VET contributes to the VCE-VM, ATAR Contributions and Block Credits you can visit the VCAA website at: **vcaa.vic.edu.au**

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PLACE ALLOCATION

For courses that run over two years, priority will be given to students in Year 11 for the first year. Year 12 students will not be accepted into the first year of a two year program.

Running of courses is dependent upon sufficient student numbers. Courses may be cancelled if minimum course numbers are not met.

PROGRAM COSTS

All VETDSS programs offered through Bendigo TAFE incur fees. Schools are notified of program costs in September. Program costs vary for each program. Bendigo TAFE invoices the secondary college directly for all programs and any student fees payable are set by the individual secondary colleges. All costs are invoiced directly to schools four weeks after the commencement of the program. Bendigo TAFE will not directly invoice VETDSS students or their parents.

COURSE REQUIREMENTS

1. Absences: Students are required to notify their VET coordinator of non-attendance. Students must attend a minimum of 80 percent of a Bendigo TAFE VET program.

2. Punctuality: Students are expected to arrive on time to all classes. Students who arrive more than 10 minutes after the class has started will be marked as late and their secondary schools will be notified. In some practical areas due to OHS students may be refused entry if late.

3. Catch-up classes: Students may be required to attend catch-up classes after school or during school holidays.

4. Code of Conduct: Students are expected to behave in a professional and courteous manner at all times; discipline procedures do apply.

5. Withdrawal: Students who wish to withdraw from a VETDSS program must contact their VET coordinator who will inform Bendigo TAFE. Schools will not be charged a fee if a student withdraws before census date.

6. Communication: Bendigo TAFE communicates directly with schools regarding the progress of students. Parents should direct queries to their school's VET coordinator who will contact Bendigo TAFE on their behalf.

Please note that students who fail to abide by these course requirements may be withdrawn from the Bendigo TAFE VET program and will be charged for the full cost of the program.

DELIVERY OPTIONS

All VETDSS programs are delivered on site and require students to attend a Bendigo TAFE campus. Where programs may have some delivery on-line, schools and students will be notified of the timetable in advance.

1. **Select a program from this VETDSS Course Guide.**

2. **Contact the VET coordinator at your school to discuss eligibility and confirm costs.**

3. **The VET Coordinator at your school will apply via the VETDSS Portal.**

4. **Bendigo TAFE will notify schools of successful student applications. Your school will then notify you of times, campuses and equipment requirements.**

CONTACT US

Call: **1800 914 161**

Email: **vetinschools@ kangan.edu.au**

Visit: **bendigotafe.edu.au/ for-schools/vetdss**

CAMPUS LOCATIONS

Bendigo, Charleston Road

62-104 Charleston Road

Study areas: Trades, Automotive, Animals, Plants and Sciences.

Bendigo TAFE's Charleston Road campus is home to our trades facilities, including carpentry, plumbing, automotive and electrical. The Food and Fibre Centre of Excellence is home to purpose built agriculture, animal studies, horticulture and farming training centres.

Nestled amongst a natural bushland setting, the campus boasts its own student amenities area and cafe. Vast parking makes this campus accessible to anyone driving, as well as being only a 20 minute walk from the Bendigo Railway station for people travelling to and from metropolitan and regional areas.

Bendigo City

154 Hargreaves Street

Study areas: Business, Hospitality, IT, Hair and Beauty, Health, Community, Foundations, Art and Design.

Bendigo TAFE's City campus has undergone a major revitalisation as a result of a $60 million investment by the Victorian Government. With a mix of new and refurbished heritage buildings, our modern campus provides the latest equipment and audio visual, with formal and informal teaching and collaborative learning spaces throughout. Joining our state-of-the art Health and Community Centre of Excellence, is our new hairdressing and beauty salon, which is open to the public, equipped with the latest equipment to train on clients in real-world situations; as well as our new hospitality training building that includes industrial sized commercial kitchens, retail baking equipment and barista training areas.

We are located close to public transport, including regular train access to Melbourne.

Echuca

Corner Hare and Darling Streets

Study areas: English Language, Indigenous and General Education, Community Services, Health, Trades and VCAL.

Bendigo TAFE's Echuca campus is a modern facility in Hare Street and is the hub of community based industry partnerships and activities, aimed at providing a skilled workforce for the local community.

Castlemaine

65 Templeton Street

Bendigo TAFE's Castlemaine campus contains modern learning facilities and services the Mount Alexander Shire and its surrounds.

Being one of Bendigo TAFE's smaller campuses, we can offer friendly and personal service to our diverse student population – whether young or mature age students or to our many industry clients.

ALLIED HEALTH

ANIMAL CARE

CERTIFICATE III IN ALLIED HEALTH ASSISTANCE

Course code: HLT33015

LOCATION

Bendigo City

THIS VET PROGRAM

- Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in allied health or related industries.
- Is ideal for individuals who would like to work with physiotherapists, speech therapists, podiatrists and occupational therapists. Allied health assistant roles are becoming more involved in the assessment and planning of therapeutic and rehabilitation programs.
- Students who proceed into Year 2 will be required to attend a pre-training review interview.

WORK PLACEMENT

Students must complete a minimum of 40 hours of placement in each year of the program in accordance with the VCE VET Program guidelines.

FUTURE PATHWAYS

- Certificate IV in Allied Health Assistance (HLT43015)
- Diploma of Nursing (HLT54121)

FUTURE CAREER OPPORTUNITIES

- Allied Health Assistant

COURSE STRUCTURE

YEAR 1	
Communicate and work in health or community services	CHCCOM005
Comply with infection prevention and control policies and procedures	HLTINF001
Participate in work health and safety	HLTWHS001
Organise personal work priorities	BSBPEF301
Assist with movement	CHCCCS002
Maintain high standard of service	CHCCCS010
Respond effectively to behaviours of concern	CHCCCS020
YEAR 2	
Interpret and apply medical terminology appropriately	BSBMED301
Recognise healthy body systems	HLTAAP001
Take Clinical Measurements	HLTHPS001

This is a partial completion of Certificate III in Allied Health Assistance (HLT33015). Students completing this course will receive Statement of Attainment listing completed units.

Students wishing to receive an ATAR contribution for VCE VET Health must undertake scored assessment.

Scored assessment is based on the Units 3 and 4 sequence of HLT33015 Certificate III in Allied Health Assistance.

Only students who have successfully completed the first year of the program will be accepted into the second year of the program.

This course will only accept Year 10 and Year 11 students into the first year only.

CERTIFICATE II IN ANIMAL CARE

Course code: ACM20121

LOCATION

Bendigo City

THIS VET PROGRAM

- Is highly recommended for those who take a keen interest in the welfare and wellbeing of animals.
- Provides participants with an introduction to the animal care and management industry.

FUTURE PATHWAYS

- Certificate III in Animal Care Services (ACM30121)
- Certificate IV in Veterinary Nursing (ACM40418)

FUTURE CAREER OPPORTUNITIES

- Animal Care Attendant
- Animal Shelter Attendant
- Pet Shop Attendant
- Kennel Hand
- Cattery Attendant
- Assistant Dog Groomer

COURSE STRUCTURE

YEAR 1	
Work in the animal care industry	ACMGEN201
Complete animal care hygiene routines	ACMGEN202
Feed and water animals	ACMGEN203
Assist in health care of animals	ACMGEN204
Participate in environmentally sustainable work practices	ACMSUS201
Participate in workplace health and safety processes	ACMWHS201
Apply communication skills	BSBCMM211
Source and provide information for animal care needs	ACMGEN205
Provide reception services for an animal care facility	ACMGEN310
Provide general care of domestic dogs	ACMSPE316
Provide general care of domestic cats	ACMSPE317
Bath, dry and brush domestic dogs	ACMGRM201

This is a one year program that requires students to complete additional work away from class.

AUTOMOTIVE

CERTIFICATE II IN AUTOMOTIVE VOCATIONAL PREPARATION (MECHANICAL STREAM)

Course code: AUR20720

LOCATION

Bendigo, Charleston Road

THIS VET PROGRAM

- Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the automotive or automotive-related industries.
- Provides general knowledge and practical workshop skills in motor mechanics, auto electrical, parts interpreting, light engines and engine reconditioning.

FUTURE PATHWAYS

- Certificate III in Automotive Electrical Technology (AUR30316)*
- Certificate III in Light Vehicle Mechanical Technology (AUR30620)
- Certificate III in Motorcycle Mechanical Technology (AUR30816)*

FUTURE CAREER OPPORTUNITIES

- Motor Mechanic
- Vehicle Serviceperson
- Spare Parts Manager
- Automotive Engineer

YEAR 1	
Follow safe working practices in an automotive workshop	AURASA102
Use and maintain tools and equipment in an automotive workplace	AURTTK102
Communicate effectively in an automotive workplace	AURAFA103
Identify automotive electrical systems and components	AURETR103
Identify automotive mechanical systems and components	AURLTA101
Carry out basic vehicle servicing operations	AURTTA127
Remove and replace front suspension springs	AURTTD006
Remove and replace wheel and tyre assemblies	AURTTJ003

YEAR 2	
Resolve routine problems in an automotive workplace	AURAFA104
Follow environmental and sustainability best practice in an automotive workplace	AURAEA002
Operate electrical test equipment	AURETK003
Dismantle and assemble multi-cylinder four-stroke petrol engines	AURTTE008
Dismantle and assemble conventional manual transmissions	AURTTX012
Use and maintain basic mechanical measuring devices	AURTTA003

WORK PLACEMENT

When doing your pre-apprenticeship at Bendigo TAFE we will connect you to employment opportunities and apprenticeships in the automotive field. All students doing automotive VETDSS are expected to engage in a practical placement and this can be up to 10 days per year.

*Please note this training package is due to be upgraded in 2023. Check the website for up to date info.

BUILDING & CONSTRUCTION

CERTIFICATE II IN BUILDING AND CONSTRUCTION (CARPENTRY)

Course code: 22338VIC

LOCATION

Bendigo, Charleston Road
Echuca

THIS VET PROGRAM

- Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the building and construction industry.
- Is ideal for students wanting to enter the building and construction industry as apprentice carpenters. Students will gain knowledge and practical skills to work safely in the building and construction industry.

FUTURE PATHWAYS

- Certificate III in Carpentry (CPC30220)
- Certificate IV in Building and Construction (CPC40120)
- Diploma of Building and Construction (CPC50220)

FUTURE CAREER OPPORTUNITIES

- Carpenter
- Joiner
- Construction Worker
- Building Site Administrator
- Project Manager
- Building Inspector

COURSE STRUCTURE

YEAR 1	
Conduct workplace communication	CPCCCM1014A
Carry out measurements and calculations	CPCCCM1015A
Apply OHS requirements, policies and procedures in the construction industry	CPCCOHS2001A
Prepare to work safely in the construction industry	CPCCWHS1001
Provide basic emergency life support	HLTAID002
Identify and handle carpentry tools and equipment	VU22022
Prepare for work in the building and construction industry	VU22014
YEAR 2	
Construct basic wall frames	VU22025
Install basic external cladding	VU22027
Work effectively and sustainably in the construction industry	CPCCCM1012A
Construct basic sub-floor	VU22024
Interpret and apply basic plans and drawings	VU22015
Perform basic setting out	VU22023
Apply basic levelling procedures	CPCCCM2006
YEAR 3 - BRIDGING COURSE	
Erect and safely use working platforms	VU22016
Install basic external cladding	VU22027
Install interior fixing	VU22029
Construct basic formwork for concreting	VU22031
Construct a basic roof frame	VU22026

ELECTRICAL

ENGINEERING

CERTIFICATE II IN ELECTROTECHNOLOGY

Course code: 22499VIC

LOCATION

Bendigo, Charleston Road

THIS VET PROGRAM

• Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the electrical or electrical-related industries.
• Enables participants to identify and use a range of components, accessories, materials, tools, equipment and technologies in electrical work.

FUTURE PATHWAYS

• Certificate III in Electrotechnology – Systems Electrician (UEE30811)

FUTURE CAREER OPPORTUNITIES

• Electrician
• Electrical Trade Worker

COURSE STRUCTURE

YEAR 1	
Use of routine equipment/plant/ technologies in an energy sector	UEENEEE141A
Prepare to work safely in the construction industry	CPCCWHS1001
Apply occupational health and safety regulations, codes and practices in the workplace	UEENEEE101A
Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply	UEENEEP024A
Use test instruments in the electrotechnology industry	VU22671
Solve problems in ELV single path circuits	UEENEEE103A
Perform intermediate engineering computations	VU22333
YEAR 2	
Fabricate, assemble and dismantle utilities industry components	UEENEEE102A
Fix and secure electrotechnology equipment	UEENEEE105A
Carry out basic network cabling for extra low voltage	VU22673
Carry out basic Electrotechnology project	VU22672
Install a sustainable extra low voltage energy power system	VU21544

Please note that students will receive a partial completion of the certificate and not the whole Certificate II in Electrotechnology.

Students completing this course will receive a Statement of Attainment listing completed units.

CERTIFICATE II IN ENGINEERING STUDIES

Course code: 22470VIC

LOCATION

Bendigo, Charleston Road
Echuca

THIS VET PROGRAM

• Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the engineering industry.
• Equips participants with comprehensive skills and knowledge to work in steel and metal industries by introducing computer use in relation to engineering work, use of hand and power tools, engineering science, fabrication techniques and quality concepts.

FUTURE PATHWAYS

• Certificate III in Engineering – Mechanical Trade (MEM30219)
• Certificate III in Engineering - Fabrication Trade (Heavy) (MEM30319)
• Certificate IV in Engineering (MEM40105)*
• Certificate IV in Engineering Drafting (MEM40412)*
• Diploma of Engineering - Technical (MEM50212)*

FUTURE CAREER OPPORTUNITIES

• Fitting and Turning Tradesperson
• Heavy Fabrication (Boilermaker) Tradesperson
• Light Fabrication (Sheetmetal)
• Tradesperson
• Welder
• Tool Maker

COURSE STRUCTURE

YEAR 1	
Apply principles of Occupational Health and Safety in work environment	MEM13014A
Use hand tools	MEM18001C
Use power tools/hand held operation	MEM18002B
Report on a range of sectors in the manufacturing, engineering and related industries	VU22329
Select and interpret drawings and prepare three dimensional (3D) sketches and drawings	VU22330
Perform basic machining processes	VU22331
Perform basic fabrication techniques	VU22332
Perform metal fabrication operations (elective)	VU22336
YEAR 2	
Produce basic engineering components and products using fabrication and machining operations (elective)	VU22334
Undertake a basic engineering project	MEMPE006A
Perform basic welding and thermal cutting processes to fabricate engineering structures	VU22333
Perform intermediate engineering computations (elective)	VU22333

Please note this training package is due to be upgraded in 2023. Check the website for up to date info.

HAIR & BEAUTY

CERTIFICATE II IN RETAIL COSMETICS

Course code: SHB20121

LOCATION

Echuca

THIS VET PROGRAM

- Provides participants with the knowledge and the skills to sell and demonstrate beauty or cosmetic products.

FUTURE PATHWAYS

- Certificate III in Beauty Services (SHB30121)
- Diploma in Beauty Therapy (SHB50121)

FUTURE CAREER OPPORTUNITIES

- Makeup Artist
- Beauty Advisor
- Beauty Consultant
- Retail Product Sales
- Product Demonstration

COURSE STRUCTURE

YEAR 1*	
Demonstrate retail skin care products	SHBBCCS004
Advise on beauty products and services	SHBBCCS005
Design and apply make-up	SHBBMUP009
Conduct salon financial transactions	SHBXCCS007
Comply with organisational requirements within a personal services environment	SHBXIND003
Communicate as part of a salon team	SHBXIND005
Apply safe hygiene, health and work practices	SHBXWHS003
Organise personal work requirements	SIRXIND003
Maintain ethical and professional standards when using social media and online platforms	SIRXOSM002
Maintain infection control standards	SHBBINF002
Participate in sustainable work practices	BSBSUS211
Research and apply beauty industry information	SHBBRES003
Receive and handle retail stock	SIRRINV001
Produce visual merchandise displays	SIRRMER001

This program is completed in one year.

CERTIFICATE II IN SALON ASSISTANT (HAIR)

Course code: SHB20216

LOCATION

Bendigo City
Echuca

THIS VET PROGRAM

- Provides participants with the knowledge and skills to work in the hairdressing industry, providing students with genuine hands-on experience with clients in our salon on campus.
- Students will learn how to interact with customers professionally and follow workplace health and safety procedures.

FUTURE PATHWAYS

- Certificate III in Hairdressing (SHB30416)
- Certificate III in Barbering (SHB30516)

FUTURE CAREER OPPORTUNITIES

- Salon Assistant
- Stylist
- Hairdresser
- Barber

COURSE STRUCTURE

YEAR 1*	
Contribute to health and safety of self and others	BSBWHS201
Provide shampoo and basin services	SHBHBAS001
Dry hair to shape	SHBHDES001
Maintain and organise tools, equipment and work areas	SHBHIND001
Conduct salon financial transactions	SHBXCCS001
Greet and prepare clients for salon services	SHBXCCS003
Comply with organisational requirements within a personal services environment	SHBXIND001
Communicate as part of a salon team	SHBXIND002
Provide head, neck and shoulder massages for relaxation	SHBHBAS002
Braid hair	SHBHDES002
Receive and handle stock	SIRRINV001
Sell to the retail customer	SIRXSLS001

This program is completed in 1 year at Bendigo City.

HOSPITALITY

CERTIFICATE II IN KITCHEN OPERATIONS

Course code: SIT20416*

LOCATION

Bendigo City
Echuca

THIS VET PROGRAM

- Provides participants with the knowledge and skills to achieve competencies that will enhance their employment prospects in the cookery or catering industries, or moving forward into an apprenticeship.

FUTURE PATHWAYS

- Certificate III in Commercial Cookery (SIT30816)

FUTURE CAREER OPPORTUNITIES

- Chef / Cook
- Café Attendant
- Catering Assistant
- Food and Beverage Attendant
- Hotel / Motel Assistant
- Casual Event Staff
- Canteen Operator
- Food Truck Entrepreneur

COURSE STRUCTURE

YEAR 1	
Work effectively with others	BSBWOR203
Use food preparation equipment	SITHCCC001
Prepare and present simple dishes	SITHCCC002
Prepare dishes using basic methods of cookery	SITHCCC005
Source and use information on the hospitality industry	SITHIND002
Clean kitchen premises and equipment	SITHKOP001
Use hygienic practices for food safety	SITXFSA001
Maintain the quality of perishable items	SITXINV002
Participate in safe work practices	SITXWHS001
YEAR 2	
Prepare appetisers and salads	SITHCCC006
Prepare stocks, sauces and soups	SITHCCC007
Prepare vegetables, fruits, eggs and farinaceous dishes	SITHCCC008
Prepare poultry dishes	SITHCCC0012
Use hospitality skills effectively	SITHCCC011

This program is VCAA approved and can be scored and assessed to contribute to a student's ATAR score. This program may require students to participate in class or functions outside of school hours (with notice).

This program may require a work placement component completing shifts in a local workplace to complete service periods requirements.

*Please note this training package is due to be upgraded in 2023. Check the website for up to date info.

CAMPUSES

BENDIGO CITY CAMPUS
154 Hargreaves Street

BENDIGO, CHARLESTON ROAD CAMPUS
62-104 Charleston Road

ECHUCA CAMPUS
Corner of Hare and Darling Streets

CASTLEMAINE CAMPUS
65 Templeton Street

NEED MORE INFO?

We have services providing
you the support that you need

SKILLS & JOBS CENTRE
skillsandjobs.com.au

EMPLOYMENT CENTRE
bendigotafe.edu.au/employment-centre

1800 914 161 | **bendigotafe.edu.au/for-schools/vetdss**

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