

Vocational Education and Training (VET)

Policy



RATIONALE

Yarra Hills Secondary College offers VET (Vocational Education and Training) as an additional educational pathway for students in the Senior School. The program is run in collaboration with other schools within the Yarra Valley VET cluster. VET allows students to include practical learning opportunities in workplace or simulated settings within their Victorian Certificate of Education studies. VET vocational training programs are approved by the VCAA and offer students the opportunity to gain both the VCE and a nationally portable VET qualification. Selected VET programs offer scored assessments for VCE Units 3 and 4, contributing to the student's ATAR (Australian Tertiary Admission Rank).

This VET policy has been developed to ensure all students are fully aware of the educational and course selection pre-requisites, as well as administrative and financial requirements for ongoing involvement in the program.

VET (Vocational Education and Training) Program

VET provides sufficient flexibility to offer a broad range of teaching, learning and assessment styles in settings that require adult motivation and attitudes. VET is characterised by a high level of practical learning which relates to the working environment.

There are a number of advantages of completing a VET course of study/Certificate:

- Students get a nationally recognised qualification
- It can help students secure a part time job whilst they continue to study or can assist them in obtaining full time employment when upon completion of VCE.
- Students can get credits towards further study in the future
- Students receive valuable experience in industry
- Assessment in a majority of certificates is competency based.

The VET units are an integral part of a student's VCE program, providing full credit for each semester's work of at least one unit at Certificate I, II or III, IV level. Upon successful completion, the student's qualification can also contribute to the student's VCE and most certificates contribute towards the student's ATAR score. Some certificates offer an examination which is held during the VCE examination period and provide a study score, while other certificates provide block credit which may be used to enhance the student's ATAR score.

More information about VET programs can be found through the VCAA website or the Yarra Valley VET website.

<http://www.vcaa.vic.edu.au/Pages/vet/index.aspx>

<http://yvvc.org.au/index.php>

The YHSC VET program (offered through the Yarra Valley VET Cluster) gives our students a wider choice of learning approaches and studies in the VCE, and broadens their post-school options. VET programs are offered in Year 11 and 12.

The current Certificates that can be accessed through the Yarra Valley VET Cluster are:

- Certificate II & III in Acting (Screen)
- Certificate II in Animal Studies
- Certificate II & III in Applied Fashion & Design
- Certificate II in Automotive Studies (Paint & Panel)
- Certificate II in Automotive Technology Studies
- Certificate II in Building & Construction (Partial Completion of Pre-apprenticeship)
- Certificate II in Electrotechnology Studies (Pre-vocational)
- Certificate II in Engineering Studies
- Certificate II in Furniture Making
- Certificate II & III in Hairdressing
- Certificate II in Horticulture
- Certificate II in Hospitality (Kitchen Operations)
- Certificate II in Live Production and Services
- Certificate III in Information, Digital Media & Technology (Partial Completion)
- Certificate III in Media (Interactive Digital Media)
- Certificate III in Music

WHAT COSTS ARE INVOLVED IN STUDYING VET?

Students are expected to meet the costs of all materials, travel to venues and administrative fees charged by training organisations and others. Studying a VET certificate is generally more expensive than studying standard VCE or VCAL units. Schools often need to contract in the services of outside training providers and specialised equipment. Government funding rarely covers the full cost of these courses.

Parents and students are advised to investigate the costs associated with each certificate carefully (these costs will change from school to school). Fees are reviewed each year and cover material costs for the course being undertaken. Fees range from \$100 to \$1000 depending on the Certificate the student is enrolled in.

Payment of Fees

All VET fees are required to be paid on the day of enrolment in full or via negotiated payment plans with the final payment to be made by the end Week 2 of Term 1. These fees are to be paid directly to the student's **home** school. ***Failure to pay materials fees by the due date will result in the student being withdrawn from the VET course of study.***

TRAVEL AND STUDENT RESPONSIBILITIES

Students are expected to organise their own transport to and from the VET Host School and they must sign out at the Office before leaving the school premises.

Generally VET Classes are timetabled for a Wednesday afternoon, should a program run outside this time students are required to return to the College, sign in at the Office, and complete missed course work on a Wednesday afternoon.

CONDITIONS OF ENTRY INTO A VET COURSE OF STUDY AND ENROLMENT PROCEDURES

Students must contact Pathways Leader at Mooroolbark Campus to obtain information on availability of courses and materials fees as soon as possible after Senior School Information Evening.

Student VET Course preferences will be called for in mid to late August of their Year 10 year. These will be collated and presented to the YVVET Cluster Management Team.

Where a course is oversubscribed (more preferences received than places available) students may be required to submit a written expression of interest outlining why they wish to undertake the course and how it impacts on their educational and career pathway. Offers of placement into the VET course of study will be based on this expression of interest.

Enrolment forms will be handed out to students who are formally offered a place in a VET course of study in November of their Year 10 year. Students must also apply for and provide a USI (Unique Student Identifier) and this should be done as part of the enrolment process and filled in on the enrolment form before it being handed in.

All dates for submission of expressions of interest, forms and other related information must be met by the student and his/her parents/guardians. Failure to submit items by the due date will result in the student no longer being considered for their VET course of study.

NOTE: A **COMPULSORY ORIENTATION DAY** IS HELD AT THE VET COURSE HOST SCHOOL IN THE FIRST WEEK OF DECEMBER. Confirmation of the date, time and venue will be supplied to the student closer to this day.

APPLICATIONS TO STUDY A VET COURSE OF STUDY OUTSIDE THE FORMAL ENROLMENT PERIOD

Students are able to apply to be considered to undertake a VET course of study outside the August to November yearly enrolment period. Places can only be offered where vacancies exist and payments, enrolment forms and USI can be submitted within two weeks of a place being offered to the student.

WITHDRAWAL FROM A VET COURSE OF STUDY

A student can withdraw from the VET course of study until the end of Week 2 in Term 1 and will receive a refund excluding an administration fee of \$40. Notification must be given in writing to the Pathways Leader and be signed off by the student and parent. Withdrawals after this date will exclude a refund.

VET PROGRAMS HOSTED BY YARRA HILLS SECONDARY COLLEGE

- **Certificate II in Automotive Technology Studies**

At YHSC we offer a VET course in automotive studies on campus and through the Yarra Valley VET Cluster and we are auspiced by Box Hill Institute.

The program is administered in line with the policies and requirements of the Yarra Valley VET Cluster.

- Yarra Hills Secondary College offers a total of 20 places in our VET automotive program each year.
- Preference is given to returning students from previously years and YHSC students.
- Places offered after this are allocated based on numbers and expressions of interest.

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