

# Vocational Education and Training policy

## Section 1 - Preamble

(1) This Policy was approved by Academic Board on 14 August 2012.

### Governing legislation

(2) This Policy is governed by the following law and regulations :

- a. [Deakin University Act 2009 \(Vic\)](#)
- b. [Education and Training Reform Act 2006 \(Vic\)](#)
- c. [National Vocational Education and Training Regulator Act 2011 \(Cth\)](#)
- d. [Statute 2.2 - Academic Board](#)
- e. [Statute 5.1 - Admission, Selection and Enrolment](#)
- f. [Regulation 5.1\(1\) - Enrolment](#)
- g. [Statute 5.2 - Academic Awards](#)
- h. [Regulation 5.2\(3\) - Conferring of Academic Awards](#)
- i. [Regulation 5.2\(7\) - Vocational Education and Training Courses](#)
- j. [Statute 5.3 - Assessment and Academic Progress](#)
- k. [Regulation 5.3\(2\) - Assessment in Vocational Education and Training Courses](#)
- l. [Statute 9.1 - Intellectual Property](#)
- m. [Regulation 9.1 \(1\) - Intellectual Property](#)

## Section 2 - Purpose

(3) This Policy governs the endorsement, delivery and assessment of the University's Vocational Education and Training award courses.

## Section 3 - Scope

(4) This Policy applies to Vocational Education and Training award courses offered by the University.

## Section 4 - Policy

(5) DeakinCo., a Registered Training Organisation (RTO), wholly owned by Deakin University, offers nationally accredited Vocational Education and Training (VET) Courses in compliance with the [VET Quality Framework \(AQF inclusive\)](#) and University statutes, regulations, policies and procedures.

(6) Development and revision of all VET courses, contained within Nationally Endorsed Training Packages, are conducted externally by government-appointed Industry Skills Councils.

- (7) Authority to deliver VET courses is conferred to DeakinCo. as an RTO by the National VET Regulator (NVR).
- (8) Executive Director, DeakinCo. is responsible for the University's registration as an RTO and ensures:
- a. compliance with the [VET Quality Framework](#) and all other applicable conditions of registration, including the continuous improvement of all its training and assessment services;
  - b. cooperation with the National VET Regulator (NVR) in all audit and monitoring activities.
- (9) DeakinCo.'s approved courses are detailed within its RTO Scope of Registration which is listed on the National VET Register.
- (10) The addition and removal of VET courses from DeakinCo.'s RTO Scope of Registration is overseen by the Chief Operating Officer on business or strategic grounds and the Pro Vice-Chancellor (Academic Integrity and Programs) on academic quality standards, as specified in the [Vocational Education and Training procedure](#).
- (11) The Academic Board oversees the endorsement of DeakinCo.'s VET courses as University Awards as specified in the [Vocational Education and Training procedure](#).
- (12) The University will endeavour to provide students of DeakinCo.'s VET Courses with the possibility of articulation into the University's Higher Education Awards.
- (13) DeakinCo. is responsible for
- a. selection and enrolment of VET students;
  - b. VET course delivery and assessment;
  - c. monitoring academic progress of students;
  - d. management of VET records and results;
  - e. issuing of VET Certificates and Statements of Attainment;
  - f. provision of student and client support services;
  - g. ensuring compliance with the [VQF \(AQF inclusive\)](#) and all relevant University statutes, regulations and policies and procedures.
- (14) DeakinCo. provides an annual report to the Academic Board on VET matters, in compliance with [Regulation 5.2\(7\) - Vocational Education and Training Courses](#)

## Section 5 - Procedure

- (15) The [Vocational Education and Training procedure](#) documents how to comply with this Policy.

## Section 6 - Definitions

- (16) For the purpose of this Policy:
- a. Course: as defined in [Regulation 5.2\(7\) - Vocational Education and Training Courses](#)
  - b. National VET Register: the official database on Vocational Education and Training in Australia, containing information on Training Packages, Qualifications, Courses, Units of Competency and Registered Training Organisations (RTOs).
  - c. National VET Regulator: as defined in the [National Vocational Education and Training Regulator Act 2011 \(Cth\)](#)
  - d. Nationally Endorsed Training Package: as defined in [Regulation 5.3\(2\) - Assessment in Vocational Education and](#)

## Training Courses

- e. Registered Training Organisation (RTO): as defined in in [Regulation 5.3\(2\) - Assessment in Vocational Education and Training Courses](#)
- f. VET Quality Framework: (VQF) as defined in [Regulation 5.2\(7\) - Vocational Education and Training Courses](#)

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	1st February 2016
<b>Review Date</b>	1st February 2019
<b>Approval Authority</b>	Academic Board
<b>Approval Date</b>	14th August 2012
<b>Expiry Date</b>	23rd November 2021
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