VET Course Information 2012

PART A
HSC COURSE DESCRIPTIONS
**Guidelines for use**

The Hunter Central Coast Region VET Course Descriptors and VET Brochures are designed for use by schools when promoting VET courses to students and in producing the Student Course Selection Booklets.

**An important reminder is extended to schools to ensure that the**

- Course Structure, including electives
- Course Requirements
- Fees

*must* be edited to suit specific school situations.

**The remaining information should be retained as suitable client information for students undertaking VET courses within the Hunter Central Coast Registered Training Organisation.**

Schools are also advised to add their school name and date to the footer so that there is evidence of version control.

Schools should only distribute/ print the pages for the courses they have RTO Authority to Deliver.
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FREQUENTLY ASKED QUESTIONS

What does VET mean?
VET means Vocational Education and Training. VET courses are Higher School Certificate (HSC) courses for students which allow the student to gain an HSC and an AQF credential at the same time. School, TAFE and other private providers deliver VET courses.

What is the difference between VET courses and other HSC courses?

- VET courses can deliver dual accreditation, meaning a VET course can give an Australian Qualification Framework (AQF) qualification in addition to units of study counting towards the HSC.
- Learning and assessment focuses on skills and is competency based.
- In some VET courses work placement is compulsory such as in Business Services, Construction pathways, Entertainment Industry, Hospitality, Information Technology, Metal and Engineering, Primary Industries and Retail Services.

What is reported on the HSC?
All VET courses are recorded on the HSC. As well, an HSC student receives either an Australian Qualification Framework (AQF) credential or a Statement of Attainment towards an AQF credential with a transcript of the units of competency achieved. Units of competencies are reported to the NSW Board of Studies.

What are competencies?
A student is assessed for competency against standards set by industry for skill performance. Being assessed as competent means a student has reached a pre-defined minimum level of work performance in an industry skill area.

Do VET courses count towards the Australian Tertiary Admissions Rank (ATAR)?
VET courses can be included in the HSC pattern of study. All VET Industry Curriculum Framework Courses (ICF), VET Board Developed Courses (VET BEC) as well as Accounting (Board Developed Course) are Category B. Only one Category B course can be used in the calculation of the ATAR. In order for a VET course to count towards a ATAR, a student must study a 240 hour course and must sit a written exam for the HSC.

What is the Australian Quality Training Framework (AQTF)?
The AQTF broadly refers to national principles, standards for delivery and qualifications in VET. VET is delivered by Registered Training Organisations. Hunter/Central Coast Region (RTO 90222) is currently delivering Vocational Education and Training in 47 schools in the Region.

What are Australian Qualification Framework (AQF) qualifications?
VET qualifications are expressed as AQF levels. They are recognised Australia wide. Students may gain an AQF credential at either Certificate I or II and in some instances either part or all of Certificate III depending on the VET course they study and the units of competency they achieve.
What are Industry Curriculum Frameworks?
The Board of Studies has packaged VET courses from national Training Packages into courses and units of study for the Higher School Certificate. A student may do a 120-hour course, 240-hour course, and may elect to do a 60 or 120-hour specialisation course.

What is the difference between an Industry Curriculum Framework (ICF) course and a VET Board Endorsed Course (VET BEC)?
ICF courses have a mandatory work placement component and an optional HSC exam that may contribute to the ATAR for admission to university, whereas a VET BEC course does not have these requirements. Both of these VET courses contribute to a student’s HSC pattern of study.

What are Specialisation Courses?
Specialisation courses are 1 unit or 2 unit extensions added to the 240 hour (2 unit x two years) course. Specialisation courses build upon the normal ICF course and deliver more training towards AQF levels. They may be selected during the HSC year. These units do not count towards the ATAR but do count towards the HSC.

Why is work placement compulsory in ICF courses?
Industry says workplace learning greatly enhances classroom training. Work placement in a 240-hour course is 70 hours (usually done as two one-week blocks, 1 x during the Preliminary course and 1 x during the HSC course). Part-time work may be used to claim Recognition of Prior Learning (RPL) credit. Specialisation courses also have work placement requirements.

Who delivers VET to students?
Registered Training Organisations (RTO) who have VET accredited teachers delivering and assessing VET.

What is RPL?
Recognition of Prior Learning (RPL) allows students to seek recognition of their skills and knowledge gained prior to beginning a VET course as a result of formal training, work experience, life experience and part-time work. The relevant VET Coordinator at your school holds application forms.

What is Credit Transfer?
Credit Transfer (CT) allows students to seek recognition of their skills and knowledge gained as a result of previous achievement of units of competency and/or a qualification. The relevant VET Coordinator at your school holds application forms.
How do employability skills relate to VET courses?

Employability Skills feature in all units of competency; they are defined as "skills required not only to gain employment, but also to progress within an enterprise so as to achieve one’s potential and contribute successfully to enterprise strategic directions". The eight Employability Skills are communication, teamwork, problem solving, initiative and enterprise, planning and organising, self-management, learning, and technology.

All AQF Certificates or Statements of Attainment achieved by students provide an Employability Skills Summary that lists the elements of each skill that have been identified for the qualification.

STUDY IN A VET ICF COURSE MAY GIVE A STUDENT ACCESS TO THE HSC AND AN AQF CREDENTIAL, WORKPLACE LEARNING AND AN ATAR.
HSC COURSE DESCRIPTION 2012 – BUSINESS SERVICES

Board Developed Course
Minimum mandatory work placement – 70hrs

A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the business services industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>POSSIBLE ELECTIVES</th>
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</thead>
<tbody>
<tr>
<td>BSBCM201A Communicate in the workplace</td>
<td>BSBADM311A Maintain business resources</td>
</tr>
<tr>
<td>BSBCUS201A Deliver a service to customers</td>
<td>BSBITU301A Create and use databases</td>
</tr>
<tr>
<td>BSBIND201A Work effectively in a business environment</td>
<td>BSBINM201A Handle mail</td>
</tr>
<tr>
<td>BSBINM201A Process and maintain workplace information</td>
<td>BSBITU201A Produce simple word processed documents</td>
</tr>
<tr>
<td>BSBHOHS201A Participate in OHS processes</td>
<td>BSBITU202A Create and use spreadsheets</td>
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<tr>
<td>BSBUS201A Participate in environmentally sustainable work practices</td>
<td>FNSICGEN305B Maintain daily financial/business records</td>
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<td>BSBWOR202A Organise and complete daily work activities</td>
<td></td>
</tr>
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<td>BSBWOR203A Work effectively with others</td>
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</tr>
<tr>
<td>BSBWOR204A Use business technology</td>
<td></td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the business services industry involves:

- customer (client) service
- organising information and records in paper and electronic forms
- teamwork
- using technologies in an office environment
- business communication

Examples of occupations students can aim for in the business services industry:

- payroll clerk/officer
- personal assistant
- receptionist
- office manager / owner of small business
- sales clerk/officer
- secretary

**Course costs:** $ (Preliminary) and $ (HSC)

**Course requirements:** A workbook folder (e.g. A4 38mm insert binder)

**Refunds:** Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has spent been enrolled in the course.

**AQF VET Qualification(s)**

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Business (BSB20107)
- Statement of Attainment towards Certificate III in Business (BSB30107)

Statements of Attainment in partial completion of these Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


A school-based traineeship is available in this course, for more information: [http://www.sbatinnsw.info/](http://www.sbatinnsw.info/)

**Exclusions:** Nil

Board Developed Course
Minimum mandatory work placement – 70hrs
A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the construction industry.

Course Structure for Construction Pathways

**COMPULSORY UNITS**
- CPCCOHS1001A Work safely in the construction industry
- CPCCCM1002A Work effectively and sustainably in the construction industry
- CPCCCM1003A Plan and organise work
- CPCCCM1004A Conduct workplace communication
- CPCCCM1005A Carry out measurements and calculations
- CPCCCM2001A Read and interpret plans and specifications
- CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry
- CPCCCA2002A Use carpentry tools and equipment

**ELECTIVE UNITS**
- CPCCCA2001A Handle carpentry materials
- CPCCCA2003A Erect and dismantle formwork for footings and slabs on ground
- CPCCCM2004A Handle construction materials
- CPCCCM2006A Apply basic levelling procedures
- BCCCM2004B Drain and dewater site
- CPCCCO2003A Carry out concreting to simple forms

* RTO may substitute this UOC for CPCCCM2005A. Use construction tools and equipment - provided all examinable aspects of CPCCM2005A unit including HSC requirements and advice are covered (Section 11.3 of Syllabus)

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
### Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the construction industry involves:

- constructing buildings
- modifying buildings
- contracting
- designing buildings
- measuring materials and sites
- communicating with clients
- managing personnel and sites

Examples of occupations students can aim for in the construction industry:

- building
- bricklaying
- carpentry
- joinery
- plastering
- concreting
- glazing
- tiling
- roofing
- shop fitting
- sign writing

### Course costs:

$ (Preliminary) and $ (HSC)

### Course requirements:

- Sturdy footwear
- Personal protective equipment
- A4 display folder

### Refunds:

Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### AQF VET Qualification(s)

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate I in Construction (CPC10108)
- Certificate II Construction Pathways (CPC20208)

Statements of Attainment in partial completion of these Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.


A school-based traineeship is available in this course, for more information: [http://www.sbatinnsw.info/](http://www.sbatinnsw.info/)

### Exclusions:

Nil

HSC COURSE DESCRIPTION 2012 – ENTERTAINMENT INDUSTRY

Board Developed Course
Minimum mandatory work placement – 70hrs

A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the entertainment industry.

Course Structure

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<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>ELECTIVE UNITS</th>
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</thead>
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<td>BSBCM201A Communicate in the workplace</td>
<td>HLTFA301B Apply first aid</td>
</tr>
<tr>
<td>BSBOHS201A Participate in OHS processes</td>
<td>MEM18001C Use hand tools</td>
</tr>
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<td>CUEAUD06B Apply a general knowledge of vision systems to work activities</td>
<td>CUETGE15B Handle physical elements safely during bump in/bump out</td>
</tr>
<tr>
<td>CUECOR01C Manage own work and learning</td>
<td>CUEFOH10B Monitor entry to venue</td>
</tr>
<tr>
<td>CUECOR02C Work with others</td>
<td>CUEFOH04C Usher Patrons</td>
</tr>
<tr>
<td>CUECOR03C Provide quality service to customers</td>
<td>CUEFOH03C Provide seating and ticketing advice</td>
</tr>
<tr>
<td>CUECOR04B Deal with conflict and resolve complaints</td>
<td>CUEFOH09B Provide venue information and assistance</td>
</tr>
<tr>
<td>CUEIND01C Source and apply entertainment industry knowledge</td>
<td>CUESTA02C Operate Staging Elements</td>
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<tr>
<td>CUESOU07B Apply a general knowledge of audio to work activities</td>
<td>CUE TGE05B Maintain physical production elements</td>
</tr>
<tr>
<td>CUESTA05C Apply a general knowledge of staging to work activities</td>
<td>CUSSOU01A Move and set up instruments or equipment</td>
</tr>
<tr>
<td>CUF1G010A Apply a general knowledge of lighting to work activities</td>
<td>CUF1LG302A Record and operate standard lighting cues</td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 75hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the entertainment industry involves:

- front of house activities
- set and props manufacture
- lighting and sounds operations
- costume design
- makeup
- audiovisual operations
- scenic art
- staging and stage management

Examples of occupations students can aim for in the entertainment industry:

- sales/merchandising assistant
- lighting technician
- sound technician
- scenic artist
- dresser or costume assistant
- costume maker
- cinema projectionist
- set maker
- props designer

**Course costs:** $ (Preliminary) and $ (HSC)

**Course requirements:** A workbook folder (egg A4 38 mm insert binder)

**Refunds:** Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

**AQF VET Qualification(s)**

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate III in Live Production, Theatre and Events (Technical Operations) (CUE30203)
- Certificate III in Venues and Events (Customer Service) (CUE30303)

Statements of Attainment in partial completion of these Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


A school-based traineeship is available in this course, for more information: [http://www.sbatinnsw.info/](http://www.sbatinnsw.info/)

**Exclusions:** (TVET- Music Industry – Technical Production )

**HSC COURSE DESCRIPTION 2012 – HOSPITALITY MULTISKILLING with COMMERCIAL COOKERY STREAM**

<table>
<thead>
<tr>
<th>Board Developed Course</th>
<th>A total of 4 units of credit - Preliminary and/or HSC</th>
<th>Category B status for Australian Tertiary Admission Rank (ATAR)</th>
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<tbody>
<tr>
<td>Minimum mandatory work placement – 70hrs</td>
<td>Statement 2</td>
<td>Statement 3</td>
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</table>

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

**Course Description**

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the hospitality industry.

**Course Structure**

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>HOLISTIC UNIT</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITXCOM001A</td>
<td>Work with colleagues and customers</td>
<td>SITHIND002A</td>
</tr>
<tr>
<td>SITXCOM002A</td>
<td>Work in a socially diverse environment</td>
<td></td>
</tr>
<tr>
<td>SITXENV001A</td>
<td>Participate in environmentally sustainable work practices</td>
<td></td>
</tr>
<tr>
<td>SITXOHS001B</td>
<td>Follow health, safety and security procedures</td>
<td></td>
</tr>
<tr>
<td>SITXOHS002A</td>
<td>Follow workplace hygiene procedures</td>
<td>SITHIND001</td>
</tr>
<tr>
<td>SITHIND001A</td>
<td>Work in a socially diverse environment</td>
<td>SITHFAB010B</td>
</tr>
<tr>
<td>SITHFAB012A</td>
<td>Prepare and serve espresso coffee</td>
<td>SITXADM002A</td>
</tr>
</tbody>
</table>

**COMMERCIAL COOKERY STREAM**

| SITHCCC001A | Organise and prepare food |  |
| SITHCCC002A | Present food |  |
| SITXFSA001A | Implement food safety procedures |  |
| SITHCCC004A | Clean and maintain kitchen premises |  |
| SITHCCC005A | Use basic methods of cookery |  |

**Assessment and Course Completion**

**Competency-based Assessment**

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

**Optional HSC examination**

Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

**N Determinations**

Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

**Appeals**

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the hospitality industry involves:
- supporting and working with colleagues to meet goals and provide a high level of customer service
- developing menus, managing resources, preparing, cooking and serving a range of dishes
- providing food and beverage service in a range of settings
- providing housekeeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Examples of occupations students can aim for in the hospitality industry:
- chef
- conference manager
- executive chef manager/owner of a small business
- hotel/motel manager
- events coordinator

Course costs: The following items/costs are required for this course:

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<thead>
<tr>
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<th>Preliminary</th>
<th>HSC</th>
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<tbody>
<tr>
<td>Food Costs</td>
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<td>Uniform Purchase</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tool Kit Hire</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Course requirements:
- Full chef’s uniform including: long sleeve white jacket, white buttons, hat, apron, neckerchief and fully enclosed black leather shoes (flat, non-slip).
- Fully equipped chef’s tool kit.

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:
- Certificate I in Hospitality (SIT10207)
- Certificate II in Hospitality (SIT20207)

Statements of Attainment in partial completion of these Certificates are available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

A school-based traineeship is available in this course, for more information: http://www.sbatinnsw.info/

Exclusions: Nil

HSC COURSE DESCRIPTION 2012 – HOSPITALITY
MULTISKILLING with FOOD & BEVERAGE STREAM

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the hospitality industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>HOLISTIC UNIT</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITXCOM001A Work with colleagues and customers</td>
<td>SITHIND002A Apply hospitality skills in the workplace</td>
<td></td>
</tr>
<tr>
<td>SITXCOM002A Work in a socially diverse environment</td>
<td></td>
<td>SITHCC001A Organise and prepare food</td>
</tr>
<tr>
<td>SITXENV001A Participate in environmentally sustainable work practices</td>
<td></td>
<td>SITHCC002A Present food</td>
</tr>
<tr>
<td>SITXOHS001B Follow health, safety and security procedures</td>
<td></td>
<td>SITHFAB012A Prepare and serve espresso coffee</td>
</tr>
<tr>
<td>SITXOHS002A Follow workplace hygiene procedures</td>
<td></td>
<td>SITXADM002A Source and present information</td>
</tr>
<tr>
<td>SITHIND001A Develop and update hospitality industry knowledge</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FOOD &amp; BEVERAGE STREAM</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SITHCC003A Serve food and beverage to customers</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SITHCC004A Clean premises and equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SITHFAB010B Prepare and serve non-alcoholic beverages</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SITXFSA001A Implement food safety procedures</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
### Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the hospitality industry involves:

- supporting and working with colleagues to meet goals and provide a high level of customer service
- providing food and beverage service in a range of settings
- developing menus, managing resources, preparing, cooking and serving a range of dishes
- providing house keeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Examples of occupations students can aim for in the hospitality industry:

- bar assistant
- food & beverage manager
- guest service coordinator
- bar manager
- publicity and sales manager
- hotel/motel manager
- conference manager
- manager/owner of a small business
- events coordinator

### Course costs:

The following items/costs are required for this course:

<table>
<thead>
<tr>
<th>Item</th>
<th>Preliminary</th>
<th>HSC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Costs</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Uniform Purchase</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>Tool Kit Hire</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

### Course requirements:

- Fully equipped chef’s tool kit
- Personal Protective Equipment (PPE) as determined by school, for example:
  - White shirt, black long pants, fully enclosed black leather shoes (flat, non-slip).
  - Full chef’s uniform including - long sleeve white jacket, white buttons, check pants, chef’s hat, apron and neckerchief.

### Refunds:

Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### AQF VET Qualification(s)

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate I in Hospitality (SIT10207)
- Certificate II in Hospitality (SIT20207)

Statements of Attainment in partial completion of these Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.


A school-based traineeship may be available in this course, for more information: [http://www.sbatinnsw.info/](http://www.sbatinnsw.info/)

### Exclusions:

Nil

HOSPITALITY MULTISKILLING with FOOD & BEVERAGE STREAM - CAFÉ FUNDAMENTALS

<table>
<thead>
<tr>
<th>Board Developed Course</th>
<th>Minimum mandatory work placement – 70hrs</th>
</tr>
</thead>
<tbody>
<tr>
<td>A total of 4 units of credit - Preliminary and/or HSC Category B status for Australian Tertiary Admission Rank (ATAR)</td>
<td></td>
</tr>
</tbody>
</table>

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

**Course Description**

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the hospitality industry.

**Course Structure**

**COMPULSORY**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITXCOM001A</td>
<td>Work with colleagues and customers</td>
</tr>
<tr>
<td>SITXCOM002A</td>
<td>Work in a socially diverse environment</td>
</tr>
<tr>
<td>SITXENV001A</td>
<td>Participate in environmentally sustainable work practices</td>
</tr>
<tr>
<td>SITXOHS001B</td>
<td>Follow health, safety and security procedures</td>
</tr>
<tr>
<td>SITXOHS002A</td>
<td>Follow workplace hygiene procedures</td>
</tr>
<tr>
<td>SITHIND001A</td>
<td>Develop and update hospitality industry knowledge</td>
</tr>
<tr>
<td>SITXADM002A</td>
<td>Source and present information</td>
</tr>
</tbody>
</table>

**FOOD & BEVERAGE STREAM**

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITHCCC003A</td>
<td>Serve food and beverage to customers</td>
</tr>
<tr>
<td>SITHCCC004A</td>
<td>Clean premises and equipment</td>
</tr>
<tr>
<td>SITXFA001A</td>
<td>Implement food safety procedures</td>
</tr>
<tr>
<td>SITHFA010B</td>
<td>Prepare and serve non-alcoholic beverages</td>
</tr>
</tbody>
</table>

**ELECTIVES** – To be confirmed by delivery school

<table>
<thead>
<tr>
<th>Unit Code</th>
<th>Unit Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITHFAB012A</td>
<td>Prepare and serve espresso coffee</td>
</tr>
<tr>
<td>SITXINV001A</td>
<td>Receive and store stock</td>
</tr>
<tr>
<td>HLTFA301A</td>
<td>Apply first aid</td>
</tr>
<tr>
<td>SIRXCCS001A</td>
<td>Apply point of sale handling procedures</td>
</tr>
<tr>
<td>SITHCCC003A</td>
<td>Receive and store kitchen supplies</td>
</tr>
</tbody>
</table>

**Assessment and Course Completion**

**Competency-based Assessment**

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

**Optional HSC examination**

Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

**N Determinations**

Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

**Appeals**

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the hospitality industry involves:
- supporting and working with colleagues to meet goals and provide a high level of customer service
- developing menus, managing resources, preparing, cooking and serving a range of dishes
- providing food and beverage service in a range of settings
- providing house keeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Examples of occupations students can aim for in the hospitality industry:
- bar assistant
- bar manager
- conference manager
- events coordinator
- food & beverage manager
- publicity and sales manager
- guest service coordinator
- hotel/motel manager
- manager/owner of a small business

Course costs: The following items/costs are required for this course:

<table>
<thead>
<tr>
<th></th>
<th>Preliminary</th>
<th>HSC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Costs:</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Uniform Purchase:</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>Tool Kit Hire:</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Course requirements:
- White shirt, black long pants, fully enclosed black leather shoes (flat, non-slip).
- Fully equipped chef’s tool kit.
- To be confirmed - Full chef’s uniform including: long sleeve white jacket, white buttons, check pants, chef’s hat, apron and neckerchief.

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:
- Certificate I in Hospitality (SIT10207)
- Certificate II in Hospitality (SIT20207)

Statements of Attainment in partial completion of these Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

Exclusions: Nil

HSC COURSE DESCRIPTION 2012
HOSPITALITY - KITCHEN OPERATIONS

Board Developed Course
Minimum mandatory work placement – 70hrs
A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the hospitality industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITXCOM001A Work with colleagues and customers</td>
<td>SITHCC003A Receive and store kitchen supplies</td>
</tr>
<tr>
<td>SITXCOM002A Work in a socially diverse environment</td>
<td>SITHCC007A Prepare sandwiches</td>
</tr>
<tr>
<td>SITXENV001A Participate in environmentally sustainable work practices</td>
<td>SITHCC006A Prepare appetisers and salads</td>
</tr>
<tr>
<td>SITXOHS01B Follow health, safety and security procedures</td>
<td>SIXADM002A Source and present information</td>
</tr>
<tr>
<td>SITXOHS02A Follow workplace hygiene procedures</td>
<td>SITHFAB010A Prepare and serve non alcoholic beverages OR</td>
</tr>
<tr>
<td>SITHIND001A Develop and update hospitality industry knowledge</td>
<td>SITHFAB012A Prepare and serve espresso coffee</td>
</tr>
</tbody>
</table>

COMMERCIAL COOKERY STREAM
| SITHCC001A Organise and prepare food               |
| SITHCC002A Present food                           |
| SITXFSA001A Implement food safety procedures      |
| SITHCC004A Clean and maintain kitchen premises    |
| SITHCC005A Use basic methods of cookery           |

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the hospitality industry involves:

- supporting and working with colleagues to meet goals and provide a high level of customer service
- developing menus, managing resources, preparing, cooking and serving a range of dishes
- providing food and beverage service in a range of settings
- providing house keeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Examples of occupations students can aim for in the hospitality industry:

- chef
- executive chef
- hotel/motel manager
- conference manager
- manager/owner of a small business
- events coordinator
- food and beverage service in a range of settings
- providing house keeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Examples of occupations students can aim for in the hospitality industry:

- chef
- conference manager
- executive chef
- manager/owner of a small business
- events coordinator
- food and beverage service in a range of settings
- providing house keeping and front office services in hotels, motels and resorts
- planning and organising events and managing services.

Course costs: The following items/costs are required for this course:

<table>
<thead>
<tr>
<th></th>
<th>Preliminary</th>
<th>HSC</th>
</tr>
</thead>
<tbody>
<tr>
<td>Food Costs:</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Uniform Purchase:</td>
<td>$</td>
<td>-</td>
</tr>
<tr>
<td>Tool Kit Hire:</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

Course requirements:

- Full chef's uniform including: long sleeve white jacket, white buttons, check pants, chef's hat, apron, neckerchief and fully enclosed black leather shoes (flat, non-slip).
- Fully equipped chef's tool kit.

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate I in Hospitality (Kitchen Operations) (SIT10307)
- Statement of Attainment towards Certificate II in Hospitality (Kitchen Operations) (SIT20307)

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


A school-based traineeship is available in this course, for more information: http://www.sbatinnsw.info/

Hospitality Specialisation Study Units (+ 60 or 120 indicative hours)

An additional Specialisation Study course may be available. Examples of electives are listed in the sample course structure below.

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit title</th>
</tr>
</thead>
<tbody>
<tr>
<td>SITHCCC027A</td>
<td>Prepare, cook and serve food for food service</td>
</tr>
<tr>
<td>SITHCCC008A</td>
<td>Prepare stocks, sauces and soups</td>
</tr>
<tr>
<td>SITHCCC013A</td>
<td>Prepare hot and cold desserts</td>
</tr>
<tr>
<td>SITXINV001A</td>
<td>Receive and store stock</td>
</tr>
<tr>
<td>SITHFAB012C</td>
<td>Prepare and serve espresso coffee</td>
</tr>
<tr>
<td>SITFAB01B</td>
<td>Prepare and serve non-alcoholic beverages</td>
</tr>
</tbody>
</table>

Depending on the selection and achievement of units of competency, the possible qualification outcomes from a study of the Hospitality (240 hour) course and Specialisation Study (60hr / 120 hour) course are:

- Certificate II in Hospitality (Kitchen Operations) (SIT20307)
- Certificate II in Hospitality (SIT20207)

Statements of Attainment in partial completion of these Certificates are also available.

Exclusions Nil

HSC COURSE DESCRIPTION 2012 – INFORMATION TECHNOLOGY

Board Developed Course
Minimum mandatory work placement – 70hrs
A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the information technology industry.

Course Structure

COMPULSORY UNITS

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBCMN106A</td>
<td>Follow workplace safety procedures</td>
</tr>
<tr>
<td>ICAU1128B</td>
<td>Operate a personal computer</td>
</tr>
<tr>
<td>ICAU2005B</td>
<td>Operate computer hardware</td>
</tr>
<tr>
<td>ICAU2006B</td>
<td>Operate computing packages</td>
</tr>
<tr>
<td>ICAU2013B</td>
<td>Integrate commercial computing packages</td>
</tr>
<tr>
<td>ICAU3004B</td>
<td>Apply occupational health and safety procedures</td>
</tr>
<tr>
<td>ICAD2012B</td>
<td>Design organisational documents using computing packages</td>
</tr>
<tr>
<td>ICAD3218B</td>
<td>Create user documentation</td>
</tr>
<tr>
<td>ICAD3218B</td>
<td>Install and optimize operating system software</td>
</tr>
<tr>
<td>ICAU2005B</td>
<td>Operate computer hardware</td>
</tr>
<tr>
<td>ICAU2006B</td>
<td>Operate computing packages</td>
</tr>
<tr>
<td>ICAU2013B</td>
<td>Integrate commercial computing packages</td>
</tr>
<tr>
<td>ICAU2231B</td>
<td>Use computer operating system</td>
</tr>
<tr>
<td>ICAB4169B</td>
<td>Use development software and IT tools to build a basic website</td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry
Skills gained in this industry transfer to other occupations. Working in the information technology industry involves:

- designing web pages
- networking computers
- supporting computer users
- communicating with clients
- finding solutions to software problems

Examples of occupations students can aim for in the information technology industry:

- desktop publisher
- help desk officer
- internet specialist
- multimedia developer
- network administrator
- service technician
- software developer
- technical support officer
- web designer

Course costs: $ (Preliminary) + $ (HSC)

Course requirements: An evidence folder (egg A4 38mm insert binder) USB flash drive 1Gb

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)
Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Information Technology ICA20105

Statements of Attainment in partial completion of these Certificates are also available. Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

A school-based traineeship is available in this course, for more information: http://www.sbatinnsw.info/

Information Technology Specialisation Study Units (+180 indicative hours)
An additional Specialisation Study course may be available. Examples of electives are listed in the sample course structure below.

<table>
<thead>
<tr>
<th>Unit code</th>
<th>Unit title</th>
</tr>
</thead>
<tbody>
<tr>
<td>I3021B</td>
<td>Connect internal hardware components</td>
</tr>
<tr>
<td>I3110B</td>
<td>Implement system software changes</td>
</tr>
<tr>
<td>S3121B</td>
<td>Administer network peripherals</td>
</tr>
<tr>
<td>U3019B</td>
<td>Migrate to new technology</td>
</tr>
<tr>
<td>U3028B</td>
<td>Customise packaged software applications for clients</td>
</tr>
<tr>
<td>U3126B</td>
<td>Use advanced features of computer applications</td>
</tr>
<tr>
<td>PM321B</td>
<td>Capture a digital image</td>
</tr>
</tbody>
</table>

Depending on the selection and achievement of units of competency,
the possible qualification outcomes from a study of the Information Technology (240 hour) course and Specialisation Study (180 hour) are:

- Certificate III in Information Technology ICA30105

Statements of Attainment in partial completion of these Certificates are available.

Exclusions: Nil


HSC COURSE DESCRIPTION 2012 – METAL & ENGINEERING

Board Developed Course
Minimum mandatory work placement – 70hrs
A total of 4 units of credit - Preliminary and/or HSC
Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the metal & engineering industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>ELECTIVE UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>MEM05005B Carry out mechanical cutting</td>
</tr>
<tr>
<td>MEM09002B Interpret technical drawing</td>
<td>MEM07032B Use workshop machines for basic operations</td>
</tr>
<tr>
<td>MEM12023A Perform engineering measurements</td>
<td>MEM11011B Undertake manual handling</td>
</tr>
<tr>
<td>MEM12024A Perform computations</td>
<td>MEM16008A Interact with computer technology</td>
</tr>
<tr>
<td>MEM10314A Apply principles of occupational health and safety in the work environment</td>
<td>MEM16005A Operate as a team member to conduct manufacturing, engineering or related activities</td>
</tr>
<tr>
<td>MEM14004A Plan to undertake a routine task</td>
<td>MEM03001B Perform manual production assembly</td>
</tr>
<tr>
<td>MEM10002A Apply quality systems</td>
<td>MEM03003B Perform sheet and plate assembly</td>
</tr>
<tr>
<td>MEM15024A Apply quality procedures</td>
<td>MEM05005B Perform routine gas metal arc welding</td>
</tr>
<tr>
<td>MEM18001C Use hand tools</td>
<td>MEM12001B Use comparison and basic measuring devices</td>
</tr>
<tr>
<td>MEM16007A Work with others in a manufacturing, engineering or related environment</td>
<td>MEM05012C Perform routine manual metal arc welding</td>
</tr>
<tr>
<td>MEM18002B Use power tools/hand held operations</td>
<td></td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.
N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.

Pathways to Industry
Skills gained in this industry transfer to other occupations. Working in the metal and engineering industry involves:

- constructing, assembling, installing, modifying, repairing and maintaining machines
- assembling, making parts, equipment, machines, instruments and tools
- designing machinery, parts, computer hardware and electronic circuits, using 3D graphics and drafting skills
- managing clients and staff, overseeing quotes and information, leading projects

Examples of occupations students can aim for in the metal and engineering industry:

- engineering draftsperson
- engineer (automotive, fabrications, production, plastics, marine, mechanical)
- fitter
- instrument maker
- maintenance fitter
- structural steel and welding supervisor
- toolmaker
- boat builder/ repairer
- sailmaker

Course costs:  $ (Preliminary) + $ (HSC)

Course requirements:  Sturdy footwear
                     Personal protective equipment
                     A4 display folder

Refunds:  Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)
Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate I in Engineering MEM10105
- Certificate II in Engineering MEM20105
- Statement of Attainment Certificate II in Engineering - Production and Technology MEM20205

Statements of Attainment in partial completion of the above Certificates are also available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

A school-based traineeship is available in this course, for more information: [http://www.sbatinsw.info/](http://www.sbatinsw.info/)

<table>
<thead>
<tr>
<th>Exclusions: Exclusions with other Board Developed Courses – Industrial Technology – Metals and Engineering Industries Focus Area</th>
</tr>
</thead>
</table>
HSC COURSE DESCRIPTION 2012 – PRIMARY INDUSTRIES

This course will be updated by the BOS in 2011. This may result in changes to the course structure for 2012.

<table>
<thead>
<tr>
<th>Board Developed Course</th>
<th>A total of 4 units of credit - Preliminary and/or HSC Category B status for Australian Tertiary Admission Rank (ATAR)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Minimum mandatory work placement – 70hrs</td>
<td>This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.</td>
</tr>
</tbody>
</table>

Course Description

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the primary industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>ELECTIVE UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>RTC2209A Install, maintain and repair fencing</td>
<td>RTC2307A Operate machinery and equipment</td>
</tr>
<tr>
<td>RTC2401A Treat weeds</td>
<td>RTC2309A Operate tractors</td>
</tr>
<tr>
<td>RTC2701A Follow OHS procedures</td>
<td>RTE3133A Prepare livestock for competition</td>
</tr>
<tr>
<td>RTC2702A Observe environmental work practices</td>
<td>RTE2118A Handle livestock using basic techniques</td>
</tr>
<tr>
<td>RTC2704A Provide basic first aid</td>
<td>RTC2026A Undertake propagation activities</td>
</tr>
<tr>
<td>RTC2705A Work effectively in the industry</td>
<td>RTE2504A Determine basic properties of soils/growing media</td>
</tr>
<tr>
<td>RTC2706A Apply chemicals under supervision</td>
<td>RTE2115A Muster and move livestock</td>
</tr>
<tr>
<td>RTC2801A Participate in workplace communications</td>
<td>RTE2201A Carry out basic electric fencing operations</td>
</tr>
<tr>
<td>RTE2503A Observe and report on weather</td>
<td>RTE2128A Provide feed for livestock</td>
</tr>
<tr>
<td>RTC2210A Maintain properties and structures</td>
<td></td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination

Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations

Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in primary industries involves:

- dealing with and caring for animals
- breeding and growing livestock (dairy, beef, sheep, goats, pigs, chickens) crops and grains
- maintaining and using equipment such as tractors, harvesters, bailers and ploughs
- overseeing and managing farming operations
- developing and producing new products and technologies

Examples of occupations students can aim for in primary industries:

- animal attending
- beef production
- crop production
- dairy farming
- horse care
- livestock rearing and breeding
- pest and disease control
- poultry production
- horticulture
- shearing
- sheep and wool production
- rural conservation and land management

Course costs: $ (Preliminary) and $ (HSC)

Course requirements: Personal Protective Equipment - footwear, long sleeve shirt, long pants and hat

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

AQF VET Qualification(s)

Selected units of competency must be on the RTO Scope of Registration and in the delivery teacher’s qualifications.

Depending on the selection and achievement of units of competency, the possible qualification outcomes are:

- Certificate II in Rural Operations RTE20703
- Certificate II in Agriculture RTE20103
- Certificate II in Horticulture RTF20103

Statements of Attainment in partial completion of these Certificates may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

A school-based traineeship is available in this course, for more information:  http://www.sbatinnsw.info/

Exclusions: Nil

HSC COURSE DESCRIPTION 2012 – RETAIL SERVICES

Board Developed Course
Minimum mandatory work placement – 70hrs

A total of 4 units of credit - Preliminary and/or HSC Category B status for Australian Tertiary Admission Rank (ATAR)

This curriculum framework includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the retail services industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>GENERAL SELLING STREAM</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIRXCCS001A</td>
<td>Apply point-of-sale handling procedures</td>
</tr>
<tr>
<td>SIRXCCS002A</td>
<td>Interact with customers</td>
</tr>
<tr>
<td>SIRXCLM001A</td>
<td>Organise and maintain work areas</td>
</tr>
<tr>
<td>SIRXCOM001A</td>
<td>Communicate in the workplace</td>
</tr>
<tr>
<td>SIRXICT001A</td>
<td>Operate retail technology</td>
</tr>
<tr>
<td>SIRXIND001A</td>
<td>Work effectively in a retail environment</td>
</tr>
<tr>
<td>SIRXINV001A</td>
<td>Perform stock control procedures</td>
</tr>
<tr>
<td>SIRXOHS001A</td>
<td>Apply safe working practices</td>
</tr>
<tr>
<td>SIRXRSK001A</td>
<td>Minimise theft</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ELECTIVE - FINANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIRXMER001A</td>
</tr>
<tr>
<td>SIRXLS001A</td>
</tr>
<tr>
<td>SIRXLS002A</td>
</tr>
<tr>
<td>SIRXMER005A*</td>
</tr>
<tr>
<td>SIRXFIN001A</td>
</tr>
<tr>
<td>SIRXFIN002A</td>
</tr>
</tbody>
</table>

* Can only be delivered if teacher is qualified

Assessment and Course Completion

Competency-based Assessment
Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

Optional HSC examination
Students completing this course are eligible to sit an optional, written HSC examination. The purpose of the examination is to provide a mark which may be used in the calculation of the ATAR. The examination is independent of the competency-based assessment undertaken during the course and has no impact on the eligibility to receive an AQF VET qualification.

N Determinations
Where a student has not met Board of Studies course completion criteria, including meeting work placement requirements – 35hrs (Prelim) / 35hrs (HSC), they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals
Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
## Pathways to Industry
Skills gained in this industry transfer to other occupations. Working in the retail industry involves:
- customer service
- stock control
- teamwork
- designing and creating displays
- using cash registers, scanners, computers, telephones

Examples of occupations students can aim for in the retail industry:
- buyer
- customer service assistant
- merchandise
- sales person
- stock controller
- visual merchandiser

### Course costs:
$ (Preliminary) and $ (HSC)

### Course requirements:
A workbook folder (egg A4 38mm insert binder)

### Refunds:
Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### AQF VET Qualification(s)
Depending on the selection and achievement of units of competency, the possible qualification outcomes are:
- Certificate I in Retail Services (SIR10107)
- Certificate II in Retail (SIR20207)

Statements of Attainment in partial completion of these Certificates may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

A school-based traineeship is available in this course, for more information: [http://www.sbatinnsw.info/](http://www.sbatinnsw.info/)

### Exclusions:
Nil
HSC COURSE DESCRIPTION 2012 – FURNITURE MAKING

Content
Endorsed Course

A total of 4 units of credit - Preliminary and/or HSC

This endorsed course includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the furniture making industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNIT</th>
<th>ELECTIVE UNITS (cont)</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSAPMOHS200A</td>
<td>Work Safely</td>
</tr>
<tr>
<td>ELECTIVE UNITS</td>
<td>LMFFM2003B</td>
</tr>
<tr>
<td>MSAPMSUP102A</td>
<td>Communicate in the workplace</td>
</tr>
<tr>
<td>LMFFM2002B</td>
<td>LMFFM2004B</td>
</tr>
<tr>
<td>LMCR0003B</td>
<td>Carry out measurements and calculations</td>
</tr>
<tr>
<td>LMFFM2001B</td>
<td>LMFF2007B</td>
</tr>
<tr>
<td>MSAPMSUP106A</td>
<td>Use furniture making sector hand and power tools</td>
</tr>
<tr>
<td>LMFFM2005B</td>
<td>LMFGN2002B</td>
</tr>
<tr>
<td>LMFFM2006B</td>
<td>LMFFM3002B</td>
</tr>
<tr>
<td></td>
<td>Hand make timber joints</td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

N Determinations

Where a student has not met Board of Studies course completion criteria, they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
### Pathways to Industry
Skills gained in this industry transfer to other occupations. Working in the Furnishing industry involves:
- manufacturing custom and production furniture
- identifying and selecting appropriate timber and materials
- communicating with clients and suppliers
- occupational health and safety

Examples of occupations students can aim for in the furnishing industry:
- cabinet maker
- carpentry
- upholstery maker
- furniture restorer
- kitchen manufacturer
- stair manufacturer

### Course costs:
$ (Preliminary) + $ (HSC)

### Course requirements:
- Sturdy footwear
- Personal protective equipment
- A4 display folder

### Refunds:
Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### AQF VET Qualification(s)
Depending on the selection and achievement of units of competency, the possible qualification outcomes are:
- Certificate II in Furniture Making LMF20309

Statement of Attainment in partial completion of this Certificate may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


### Exclusions as identified in course description:
A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

### Course Description
This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the music industry.

### Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSBOHS201A</td>
<td>CUESOU07B Apply a general knowledge of audio work to activities</td>
</tr>
<tr>
<td>BSBWOR203A</td>
<td>CUSMLT201A Develop and apply musical ideas and listening skills</td>
</tr>
<tr>
<td>CUFIN201A</td>
<td>CUSMPF202A Incorporate music technology into performance</td>
</tr>
<tr>
<td></td>
<td>CUSMPF203A Develop ensemble skills for playing or singing music</td>
</tr>
<tr>
<td></td>
<td>CUSSOU201A Assist with sound recordings</td>
</tr>
<tr>
<td></td>
<td>CUSMLT202A Apply knowledge of music culture to music making</td>
</tr>
</tbody>
</table>

### Assessment and Course Completion

**Competency-based Assessment**

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

**N Determinations**

Where a student has not met Board of Studies course completion criteria, they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

**Appeals**

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry
Skills gained in this industry transfer to other occupations. Working in the music industry involves:
- music performance, staging and recording
- identifying and selecting appropriate instruments and equipment
- communicating with clients and performers
- occupational health and safety

Examples of occupations students can aim for in the music industry:
- sound technician
- stage manager
- sound producer
- music mixer

Course costs: $ 

Course requirements: A4 display folder

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

Qualifications
Depending on the selection and achievement of units of competency, the possible qualification outcomes from the Music Industry Training Package (CUS09) are:
- Certificate II in Music CUS20109
- Certificate I in Creative Industries CUF10107

Statements of Attainment in partial completion of these Certificates may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:

Exclusions as identified in course description:
A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

HSC COURSE DESCRIPTION 2012 – SCREEN AND MEDIA

Board Endorsed Course

This endorsed course includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description

The purpose of this course is to provide students with the opportunity to gain knowledge and skills to enable the individual to commence a career in the film, television, radio or digital media industries.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY</th>
<th>ELECTIVES</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUSOH301A Follow occupational health and safety procedures</td>
<td>CUFLGT101A Apply a general knowledge of lighting to work activities</td>
</tr>
<tr>
<td>CUFIND201A Develop and apply creative arts industry knowledge</td>
<td>CUFCAM201A Assist with a basic camera shoot</td>
</tr>
<tr>
<td>BSBCRT101A Apply critical thinking techniques</td>
<td>CUETGE15B Handle physical elements safely during bump in/bump out</td>
</tr>
<tr>
<td>BSBWOR203A Work effectively with others</td>
<td>CUFPOS201A Perform basic vision and sound editing</td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

N Determinations

Where a student has not met Board of Studies course completion criteria, they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
Pathways to Industry
This qualification allows learners to develop skills and knowledge to prepare for work, but there are few specific employment outcomes at this level. Possible job titles relevant to this qualification include:

- Community radio production assistant
- Community television production assistant

Course costs: $

Course requirements: A4 display folder

Refunds: Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

Qualifications
Depending on the selection and achievement of units of competency, the possible qualification outcomes from the Screen and Media Training Package (CUF07) are:

- Certificate II in Creative Industries (Media) (CUF20107)

Statements of Attainment in partial completion of these Certificates may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


Exclusions as identified in course description
A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.

HSC COURSE DESCRIPTION 2012 – SPORT (COACHING)

Board Endorsed Course

This endorsed course includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the sports industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>SPECIALISATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCMN202A Organise and complete daily work activities</td>
<td>SRSBSB001A Teach or develop the basic skills of basketball</td>
</tr>
<tr>
<td>SRXFAD001A Provide first aid</td>
<td>SRSBSB002A Teach or develop the basic tactics and strategies of basketball</td>
</tr>
<tr>
<td>SRXGCSO02A Deal with client feedback</td>
<td>OR</td>
</tr>
<tr>
<td>SRXINU001A Develop knowledge of the sport and recreation industry</td>
<td>SRSRGL004A Teach or develop the skills of modified rugby league</td>
</tr>
<tr>
<td>SRXOH5001B Follow defined Occupational Health and Safety policies and procedures</td>
<td>SRSRGL005A Teach or develop the tactics and strategies of modified rugby league</td>
</tr>
<tr>
<td>SRSCGP001A Operate in accord with accepted coaching practices, styles and legal and ethical responsibilities</td>
<td>ELECTIVES (Subject to change on advice from teacher)</td>
</tr>
<tr>
<td>SRSOGP002A Apply rules and regulations to conduct games and competitions</td>
<td>BSBCMN210A Implement improved work practices</td>
</tr>
<tr>
<td>SRXCAI001A Assist in preparing sport and recreation sessions for participants</td>
<td>BSBCMN201A Work effectively in a business environment</td>
</tr>
<tr>
<td>SRXCAI002B Assist in conducting sport and recreation sessions for participants</td>
<td>BSBCMN203A Communicate in the workplace</td>
</tr>
<tr>
<td>SRXCAI003A Provide equipment for activities</td>
<td>SRSCOP001B Prepare for public speaking</td>
</tr>
<tr>
<td>BSBCMN101A Prepare for work</td>
<td>SRSCOP002B Plan for and participate in a media interview</td>
</tr>
<tr>
<td>BXBCM102A Complete daily work activities</td>
<td>SRSCOP009B Collect information on drugs in sport</td>
</tr>
<tr>
<td>SRXEMR001A Respond to emergency situations</td>
<td>SRSCOP012B Develop a travel and accommodation plan</td>
</tr>
</tbody>
</table>

Assessment and Course Completion

Competency-based Assessment

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

N Determinations

Where a student has not met Board of Studies course completion criteria, they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
### Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the Sport (Coaching) industry involves:

- delivering sport coaching skills
- sport administration
- providing basic first aid
- identifying and selecting appropriate sport exercise and performance skills
- communicating with sport personnel and referees

Examples of occupations students can aim for in the sport industry:

- Sport coach
- Sports official
- Sport administration
- Personal trainer

<table>
<thead>
<tr>
<th>Course costs:</th>
<th>$ (Preliminary) and $ (HSC)</th>
</tr>
</thead>
</table>

**Course requirements:** Appropriate footwear and sporting clothing  
A4 display folder

**Refunds:** Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### Qualifications

Depending on the selection and achievement of units of competency, the possible qualification outcomes from the Sports Industry Training Package (SRS03) are:

- Certificate II in Sport (Coaching) SRS20306

Statement of Attainment in partial completion of this Certificate may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


### Exclusions as identified in course description:

Community recreation (locally designed school/private provider delivered VET Course)

Content Endorsed Course

This endorsed course includes courses which are accredited for the HSC and provides students with the opportunity to obtain nationally recognised vocational qualifications. This is known as dual accreditation.

Course Description

This course is for students who wish to develop knowledge and skills to commence a career and be an effective employee in the creative arts industry.

Course Structure

<table>
<thead>
<tr>
<th>COMPULSORY UNITS</th>
<th>ELECTIVE UNITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>CUVCOR02B Develop and articulate concept for own work</td>
<td>CUVVSP34B Apply techniques to produce paintings</td>
</tr>
<tr>
<td>BSOHS201A Participate in OHS process</td>
<td>CUVVSP35B Produce paintings</td>
</tr>
<tr>
<td>CUVVSP11B Apply techniques to produce digital images</td>
<td>CUVVSP45B Produce prints</td>
</tr>
<tr>
<td>CUVVSP12B Produce digital images</td>
<td>CUVVSP50B Apply techniques to produce sculpture</td>
</tr>
<tr>
<td>CUVVSP14B Apply techniques to produce drawings</td>
<td>CUVVSP51B Produce sculpture</td>
</tr>
<tr>
<td>CUVVSP15B Produce drawings</td>
<td>CUVVSP04B Apply techniques to produce ceramics</td>
</tr>
<tr>
<td>CUVVSP14B Apply techniques to produce drawings</td>
<td></td>
</tr>
<tr>
<td>BSBOHS201A Participate in OHS process</td>
<td></td>
</tr>
</tbody>
</table>

The elective units selected must be in the delivery teachers’ qualifications.

Assessment and Course Completion

Competency-based Assessment

Students in this course work to develop the competencies, skills and knowledge described by each unit of competency. To be assessed as competent a student must demonstrate that they can effectively carry out tasks to industry standard. Students will be progressively assessed as ‘competent’ or ‘not yet competent’ in individual units of competency.

N Determinations

Where a student has not met Board of Studies course completion criteria, they will receive an ‘N’ determination (course not satisfactorily completed). The course will then not count towards the HSC although units of competency achieved will still count towards AQF VET qualification.

Appeals

Students may lodge appeals against assessment decisions or ‘N’ determinations through their school or college.
### Pathways to Industry

Skills gained in this industry transfer to other occupations. Working in the art and craft industry involves:
- applying techniques to produce various arts and crafts
- identifying and selecting appropriate art and craft materials
- communicating with clients and suppliers
- occupational health and safety

Examples of occupations students can aim for in the art & contemporary craft industry:
- Community arts workshop assistant
- Trainee in art/craft studio

### Course costs:
$ (Preliminary) + $ (HSC)

### Course requirements:
A4 display folder

### Refunds:
Students who exit the course before completion may be eligible for a partial refund of fees. The amount of the refund will be pro-rata, dependent upon the time the student has been enrolled in the course.

### Qualifications

Depending on the selection and achievement of units of competency, the possible qualification outcomes from the Visual Arts, Craft and Design Training Package (CUV03) are:

- Certificate II in Visual Arts and Contemporary Craft (CUV20103)

Statements of Attainment in partial completion of these Certificates may also be available.

Your teacher or VET Coordinator will advise the competencies and qualifications that may be available.

For more information on possible outcomes please visit the NSW Board of Studies website:


### Exclusions as identified in course descriptions:
1. A number of Board Developed HSC courses include a requirement for the development of project work for either internal or external assessment. Projects or products developed as part of HSC VET courses are not to be used either in full or in part for assessment in any other HSC course.
2. Students undertaking both a Visual Arts and Contemporary Craft course and a Design Fundamentals course should choose different elective units of competency where possible to meet qualification outcomes.