



**SENIOR SCHOOL**

**Course Information Handbook  
2018 - 2019**





## Table of Contents

---

<b>From the Principal</b> .....	4
<b>Mission Statement</b> .....	4
<b>Aims of the Senior Schooling Program</b> .....	5
<b>Expectations of the Students</b> .....	6
<b>College Responsibilities</b> .....	6
<b>Senior Schooling Pathways</b> .....	7
<b>Queensland Certificate of Education</b> .....	7
QCE Credit Table .....	8
<b>Subjects offered by the College</b> .....	9
<b>OTHER VET COURSES offered outside of school</b> .....	11
<b>TAFE School Programs 2018</b> .....	11
Outline of Subjects Offered (CORE) .....	15
Outline of Subjects Offered (ELECTIVES).....	23
<b>Vocational Education and Training (VET)</b> .....	40
<b>Australian School-Based Apprenticeships and Traineeships</b>	43
<b>VET FUNDED PROGRAMS</b> .....	51
<b>SETON COLLEGE – <i>Vet Funded</i></b> .....	52
<b>TAFE QUEENSLAND (<i>Vet Funded</i>)</b> .. Error! Bookmark not defined.	

## From the Principal

---

This handbook has been prepared to assist you with the selection of courses of study for your Senior Schooling years. Make use of this booklet and of the people around you – teachers, parents, carers and families to make appropriate decisions for yourself.

The progression to the senior years of schooling involves serious decisions that will affect future career options. Students are encouraged to use knowledge gained from their previous study and their own career aspirations to determine subjects chosen.

Please make sure you retain your copy of this book as you will need to refer to it throughout your senior schooling.

## Mission Statement

---

### ***OUR SHARED VISION***

We affirm that Seton College Community is called to be, first and foremost, a community of Faith based upon belief in God and a commitment to Christian living within the College and in the wider community.

We believe education in faith should have a central place and we acknowledge the relevance to all areas of learning of the Christian way of life as interpreted in the Catholic tradition.

This Christian life is expressed in celebration, prayer, worship, the presence of religious symbols and our dedication to pastoral care and service.






Our aim is to assist all to achieve their potential as educated, thoughtful, responsive Christians who will take their place in society and influence it positively.

A spirit of mutual trust, sharing and cooperation is central to our life together as we support each other (staff, students and parents/carers) in the spirit of our motto – ***“Sursum Corda”***.

The organisation and administration of the College is committed to sharing responsibility, decision-making and all tasks associated with developing school policy and direction where and when appropriate.

### ***OUR SHARED MISSION***

With Christ as our Model, we will strive, in peace, justice and love, to achieve our Vision by:

-  ***interacting*** together as befits followers of Christ to foster the faith of all members of the community – staff, students and parents;
-  ***fostering*** a warm and caring environment where all individuals are valued and respected for their gifts, capabilities and experiences;
-  ***providing*** all students with opportunities to achieve their potential and enrich their lives by developing curricula that are regularly reviewed to ensure that they are creative, challenging and relevant to the students' needs;
-  ***encouraging*** parents to participate in those aspects of school life, including pastoral care, policy making, curriculum development and fund-raising, as and when they feel comfortable;
-  ***empowering*** all our members for a commitment to shared responsibility, professional development and the maintenance of open channels of communication.

## Explanation of Terms

---

**Authority Registered Subjects:** These are subjects devised from a Study Area Specification (SAS) provided by the QCAA. Results in Authority registered subjects are NOT included in the calculation of OPs and FPs. Results for Authority Registered subjects appear on the Queensland Certificate of Education (QCE).

**Competencies** are the knowledge and skills a person must have to do a specific job or to gain a specific VET qualification. Competencies in Training Packages are developed by industry to meet the identified skill needs of industry.

**Compulsory Participation Phase** – the legislated requirement for young people to participate in education or training for a further two years beyond Year 10, or until they have gained a QCE (formally the Senior Certificate) or a Certificate III qualification, or until they have turned 17.

**Credit** – a defined and assessable quantity of learning at the set standard that is the minimum achievement that can contribute to the QCE.

**LUI:** Learner's Unique Identifier

**Learning Account** – records all learning achievements banked with the QCAA during the Senior Phase of Learning. Students can access their learning account through the [Student Connect website](#).

**Queensland Certificate of Education (QCE)** - the certificate attained by a young person who has achieved 20 credits in the required pattern and who has met the literacy and numeracy requirements.

**Queensland Certificate of Individual Achievement (QCIA)** - This certificate recognises the achievements of students who undertake individualised learning programs. To be eligible, students must have impairments or difficulties in learning that are not primarily due to socioeconomic, cultural or linguistic factors.

**Queensland Curriculum and Assessment Authority (QCAA)** - The government body, formally known as QSA (Queensland Studies Authority) that oversees education in Queensland, carrying out activities such as developing curricula and issuing the QCE. A link to the QCAA website: <https://www.qcaa.qld.edu.au/>

**Recorded Subjects** – are those subjects, other than Authority Subjects or Authority Registered subjects offered by an educational institution approved by the QCAA. These subjects can be recorded on the QCE. They do NOT contribute towards an OP. They include certificates offered through outside providers such as Certificate III in Childcare and Certificate II in Furnishings.

**Senior Statement** – A transcript of the learning account for all students completing Year 12 at a Queensland School. The Senior Statement, issued by QCAA shows all studies and the results achieved that may contribute to the award of a QCE.

**USI:** Unique Student Identifier – required by the government for any student undertaking a VET course (*compulsory*)

**Vocational Education and Training (VET)** - is "education and training for work" and part of a broader educational network in Australia that includes schools, universities and adult and community education.

## **Aims of the Senior Schooling Program**

---

To

- foster a perspective of life based on Christian principles;
- enhance self esteem and confidence;
- develop a positive attitude towards lifelong learning;

- foster an appreciation of the personal responsibilities and obligations of group membership in any community;
- provide a broad general education with a combination of core and elective subjects;
- provide students with the opportunity to acquire workplace knowledge, employability skills and experience;
- provide a clear pathway for further study, development and growth in a chosen career;
- provide students with documentation of their achievements gained throughout their schooling.

## Expectations of the Students

---

A student who wishes to undertake the program will need to

- ✓ make a serious commitment to his/her studies at school
- ✓ be responsible for their academic, work and recreational commitments and organise themselves to meet deadlines
- ✓ participate in workplace learning as arranged by the college. ***This is a mandatory component of the senior schooling course.***
- ✓ seek assistance or guidance when it becomes necessary to do so
- ✓ meet the expectations of the college in terms of participation, cooperation, punctuality, submission of work and high standards of behaviour, conduct and dress code. ***Failure to do this may result in a student's enrolment being terminated.***
- ✓ notify the college by phone on the day of a student's absence. When on work placement, the employer must also be notified if the student will be absent. The student is required to provide a note, on a separate sheet of paper signed by parent/carer, explaining any absence on returning to school.
- ✓ provide a doctor's certificate for prolonged absences or absence during assessment.

## College Responsibilities

---

Seton College

- recognises the importance of students receiving a broad based education, comprising both general and Vocational Education and Training (VET);
- has the appropriate registration from the Queensland Curriculum Assessment Authority (QCAA);
- has access to the facilities and resources required for delivery of the program;
- has an assessment policy in place;
- has a process for addressing any concerns a student may have and offers the students access to a range of people who can provide advice and guidance.

## Senior Schooling Pathways

---

The Senior School curriculum provides options for a wide range of learners.

On completion of the Senior Years at Seton College, students will receive a:

- Senior Statement of Results
- School Exit Statement
- Letter of Reference
- Queensland Certificate of Individual Achievement (QCIA) - recognises the schooling achievements of students who complete Year 12 with impairments or learning difficulties (*not all students are eligible*)

## Queensland Certificate of Education

The QCE is Queensland's senior school-based qualification, awarded to eligible students on completion of the senior phase of learning, usually at the end of Year 12. The qualification is internationally recognised and offers flexibility in what is learnt, as well as where and when learning occurs. This allows students to tailor their senior pathway to suit their interests and support their future goals. Students meeting specific requirements for QCAA will also be awarded the Queensland Certificate of Education (QCE).

- The QCE is awarded to eligible students — usually at the end of Year 12
- **Students can still work towards a QCE after Year 12 or if they leave school**
- Learning options are grouped into four categories – core, preparatory, enrichment and advanced (*see below*)
- The QCE offers flexibility in what, where and when learning occurs.

### **To achieve a QCE a student needs 20 credits in a set pattern.**

- At least 12 credits must come from *completed* Core courses
- Additional 8 credits can come from a combination of any courses
- Students must achieve a Sound, Pass or equivalent to receive QCE credits
- Literacy and numeracy requirements must be met (*below*).

## QCE Credit Table

This credit table lists the types of learning that can contribute towards a QCE, their values and the standards required.

<b>The Required Amount of Learning</b>							
Students must attain between 12 and 20 credits from completed core courses of study.							
Students may also include up to 8 credits from a combination of core, preparatory, enrichment or advanced courses.							
<b>Core</b>	<b>Credit</b>	<b>Preparatory</b>	<b>Credit</b>	<b>Enrichment</b>	<b>Credit</b>	<b>Advanced</b>	<b>Credit</b>
Authority or Authority-Registered Subject	4	Certificate I Vocational Qualification – A maximum of 2 can count.	2	A level of a recognised certificate or award in areas such as music, dance, drama, sport and community development.	1	A one-semester university subject undertaken while at school.	2
A Senior External Examination	4						
VET Certificate II	4						
VET Certificate III – IV*	5, 6, 7 or 8	An employment skills development program – only 1 can count.	2	A negotiated community or self-directed project.	1	A two-semester university subject undertaken while at school.	4
School-based apprenticeships and traineeships	4						
Tailored training program.	4	A re-engagement program – only 1 can count.	2	160 hours (20 days) of structured workplace learning that an employer endorses.	1	Competencies in a diploma or advanced diploma over at least a semester (or its equivalent).	2
International learning program.	4						

## Literacy and numeracy requirements

### The QCE offers students a range of options to satisfy the literacy and numeracy requirements, including:

- at least a Sound Achievement in one semester of a QCAA-developed English and Mathematics subject
- at least a Sound Achievement in QCAA-developed short courses in literacy and numeracy
- competence in VET Vocational Literacy 3 (39153 Qld) and Numeracy 3 (39163 Qld)
- a Pass grade in a literacy and numeracy course recognised by the QCAA
- at least a C on the Queensland Core Skills Test (*not undertaken at Seton College*)



## Subjects offered by the College

---

There are different types of subjects which are offered through senior studies:

- QCAA “Authority” subjects
- QCAA Authority Registered Subjects/Study Area Specification (SAS)
- Certificate Courses
- School Subjects

### QCAA Authority Subjects

These are used to determine offers for tertiary entrance (ie universities, colleges and some TAFE Courses). Seton College offers only one Authority Subject, Mathematics A.

### QCAA Authority Registered Subjects – “Study Area Specification” (SAS)

These subjects contribute to the QCE **but do not contribute to tertiary entrance**. Students **not** intending to go to university should consider choosing some of these subjects because they usually have a greater practical component and less theory. They may serve as a useful introduction to, and carry credit towards, some TAFE courses or apprenticeships. They are useful for many employment aspects.

Authority Subjects	Potential QCE Credits
Mathematics A – Authority subject	4 (if studied for 4 semesters)

Authority Registered Subjects	Potential QCE Credits
English Communication SAS	4 (if studied for 4 semesters)
Prevocational Maths SAS	4 (if studied for 4 semesters)
Furnishing Skills SAS	4 (if studied for 4 semesters)
Recreation SAS	4 (if studied for 4 semesters)
Religion and Ethics SAS	4 (if studied for 4 semesters)
Science in Practice SAS	4 (if studied for 4 semesters)

Enrichment Programs	Potential QCE Credits
Microsoft Office Specialist <ul style="list-style-type: none"> <li>• Word and Word Expert</li> <li>• Excel and Excel Expert</li> <li>• Powerpoint</li> <li>• Outlook</li> <li>• One Note</li> </ul>	Up to 5 (1 point per exam)

### School Subjects

These subjects are developed by the school to meet a need recognised by the school staff. These subjects have no links with QCAA accreditation and certification process. They do not contribute to a student’s eligibility for tertiary entrance of the Queensland Certificate of Education (QCE)

School Subjects	Potential QCE Credits
Functional English	0
Functional Maths	0
Religious Studies	0
Recreation Studies	0
Art	0
Creative Textiles	0

Community Studies	0
Drama and Media	0
Independent Living Skills	2
Live Smart	0
Introduction to Trade Skills	0
Workshop Skills	0
Outdoor Gardening and Maintenance	0

### VET (Vocational Education and Training) Courses

These programs are delivered by the school and are competency based. On completion a recognised certificate is issued. These courses are designed to support employment and career pathways and contribute to the student's QCE. Most of these courses have a practical component.

VET (Nationally Recognised Training)	Potential QCE Credits
Certificate I in AgriFood Operations (AHC10216)	2 (if completed) *
Certificate I in Business (BSB10115)	2 (if completed) *
Certificate I in Information, Digital Media and Technology (ICT10115)	2 (if completed) *
Certificate II in Business (BSB20115)	4 (if completed)
Certificate II in Active Volunteering (CHC24015)	4 (if completed)
Certificate II in Hospitality / Certificate II in Tourism ( <i>partnership with Churchill Education 31430 – VETis funded</i> ) (ST20316 & SIT20116)	8 (if completed)
Certificate II in Retail Services(SIR 20216)	4 (if completed)
Certificate II in Outdoor Recreation ( <i>partnership with Churchill Education 31430 – VETis funded</i> ) (SIS20213)	4 (if completed)
<i>Note: The certificates described may change as new Training packages come into effect. Updates available at <a href="http://www.training.gov.au">www.training.gov.au</a></i>	
<b>Other VET Courses (TAFE)</b>	
See information following	

***VET courses are subject to suitably qualified teaching staff and resources being available to comply with VQF standards of registration.***

***All senior school subject offerings are dependent on minimum class sizes to run in a particular year and vocational education certificate courses are dependent upon the school's ability to meet the human and physical resource requirements. If a subject or subjects are not offered in 2017, students who have nominated these subjects will be notified and guidance will be provided regarding their options. These students may have to make alternative selections.***

## **OTHER VET COURSES offered outside of school**

Students may also be able to complete certain VET courses with other Registered Training Organisations (eg TAFE), subject to availability.

## **TAFE School Programs 2018**

### **Partnership with Schools (PWS)**

- Students are able to access a wide range of program offerings and gain credit towards the Queensland Certificate of Education (QCE)
- They gain industry specific vocational skills and qualifications while completing senior schooling
- They learn from qualified industry professionals
- They gain a competitive edge in the employment marketplace and for possible school based or full time apprenticeships

### **Requirements**

- Attend ONE day per week in the school term to complete a Nationally Recognised Certificate 1, II, III or IV.
- All completed Certificates are recorded on the Queensland Certificate of Education (QCE) (Cert I = 2/3 credit points; Cert II = 4 credit points; Cert III = 8 credit points with some exemptions worth 5-7 points)
- All **costs** (admission, tuition, materials to be paid by student)
- Students to arrange their own transport to the TAFE campus. All enrolled students are classified as TAFE students
- Attendance at information evenings in 2017 is **mandatory** by some TAFE Institutes
- Entry into many courses is competitive because of the limited places available. Early enrolment increases the chance of granting a place.
- Applications for each TAFE **close in February 2019**. Applications must be submitted by due date to obtain a place. *Applications submitted early will be given preference*
- Schools and students will be informed in October 2017 – January 2018.

***Course outlines will be emailed to parents/guardians in July/August 2017 from the PATHWAYS department.***

## TAFE Queensland (TAFE SkillsTech)

**Campuses:** Acacia Ridge, Alexandra Hills, Eagle Farm, Bracken Ridge

### Courses Available:

Certificate I and II Courses	
Certificate I in Construction	Certificate II in Electro Technology (career start in Electrical)
Certificate I in Construction (Wet Trades)	Certificate II in Engineering Pathways
Certificate II in Furniture Making Pathways	Certificate II in Automotive Cylinder Head Reconditioning (Light or Heavy Vehicle)
Certificate II in Plumbing ( <i>includes an 80 hour vocational placement</i> )	Certificate II in Automotive Electrical Technology

## TAFE Queensland (TAFE Brisbane)

**Campuses:** Mt Gravatt, Alexandra Hills, Logan, South Bank and Bracken Ridge

### Courses Available in the following areas:

Certificate II, III and IV Courses	
Animal Studies	Information Technology
Beauty and Hairdressing	Logistics
Business and Justice Studies	Media and Digital Design
Early Childhood	Music and Sound Production
Fashion	Science and Allied Health
Horticulture	Sports and Recreation
Hospitality	Tourism and Events
	Visual Arts

*(Course detail and fees are available via the TAFE Queensland Website or you may have access to a booklet from the PATHWAYS Department. Scheduled days for courses are not yet available)*

### How to Access

Details on how to access courses will be forwarded via email sent from TAFE

## Course Overview

All students will study both Core and Elective Subjects in a combined Year 11/12 class

<b>CORE SUBJECTS</b>	<b>Potential QCE Credits</b>
English Communication SAS OR Functional English	4 (if studied for 4 semesters) 0
Mathematics A Prevocational Maths SAS OR Functional Mathematics	4 (if studied for 4 semesters) 4 (if studies for 4 semesters) 0
Religious Studies	0
Recreation Studies	0

<b>ELECTIVE SUBJECTS</b>	
Art	0
Community Studies	0
Creative Textiles	0
Drama and Media	0
Independent Living Skills	2
Introduction to Trade Skills	0
LiveSmart	0
Outdoor Gardening and Maintenance	0
Workshop Skills	0
Manufacturing SAS (Approach B)	4 (if studied for 4 semesters)
Microsoft Office Specialist	Up to 5 (1 point per exam)
Recreation SAS (Approach B)	4 (if studied for 4 semesters)
Religion and Ethics SAS (Approach B)	4 (if studied for 4 semesters)
Science in Practice SAS (Approach B)	4 (if studied for 4 semesters)
Certificate I in AgriFood Operations (AHC10216)	2 (if completed) *
Certificate I in Business (BSB10115)	2 (if completed) *
Certificate I in Information, Digital Media & Technology (ICTICT10115)	2 (if completed) *
Certificate II in Active Volunteering (CHC24015)	4 (if completed)
Certificate II in Business (BSB20115)	4 (if completed)
Certificate II in Hospitality / Certificate II in Tourism ( <i>partnership with Churchill Education 31430 – VETis funded</i> ) (ST20316 & SIT20116)	8 (if completed)
Certificate II in Retail (SIR20216)	4 (if completed)
Certificate II in Outdoor Recreation ( <i>partnership with Churchill Education 31430 – VETis funded</i> ) (SIS20213)	4 (if completed)
<b>OTHER COURSES (including TAFE)</b>	
Grooming and Etiquette Program	6 weeks 1 <sup>st</sup> term Wednesdays
See further information below	Varied

\* Only 2 Certificate I courses may be used towards QCE credit.

## **WORKPLACEMENT**

One day per week - Wednesday

- Year 11 students commence Term 2 (Week 1)
- Year 12 students commence Term 1 (Week 2)

## **Outline of Subjects Offered (CORE)**

---

<b>SUBJECT NAME</b>		<b>ENGLISH COMMUNICATION</b>	
<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: (4) 1 point for the successful completion of each semester in this subject</b>		
<b>Course Length</b>	This course is a two year course		
<b>This subject can articulate to these as well as other related industry areas</b>	This subject aims to build student confidence and success in handling communication in everyday contexts. It also aims to improve students' preparedness for entry into the workforce, apprenticeships, traineeships and TAFE. Spoken, multimodal and digital presentations are the major assessment components of this course.		
<b>Course Outline/Topics and Assessment</b>	<p>The course is organised over four semesters over two years.</p> <p><b><u>Year 11:</u></b></p> <p>Unit 1: Australian Identity – You're My Australian Hero Assessment 1.1 Spoken persuasive presentation</p> <p>Unit 2: Travel Assessment 1.2 Multimodal presentation Assessment 1.3 Written portfolio of documents</p> <p>Unit 3: Staying Healthy Assessment 2.1 Written brochure Assessment 2.2 Group multimodal presentation</p> <p>Unit 4: Youth: Perspectives in the Crowd Assessment 2.3 Written supervised in class assignment (500 words)</p> <p><b><u>Year 12:</u></b></p> <p>Unit 5: Investigating Media Influence Assessment 3.1 Group video presentation</p> <p>Unit 6: World of Work Assessment 3.2 Business design folio presentation Assessment 3.3 Online examination</p> <p>Unit 7: Memories That Guide Us Assessment 4.1 Essay on role modelling Assessment 4.2 Spoken – Memory box</p> <p>Unit 8: Moving Out Assessment 4.3 Spoken – Leaving home survival guide – Multimodal presentation</p>		
<b>Pre-Requisites/ Recommended</b>	This course is designed for students who are in English and able to achieve a Sound Level or above in Year 10. No modifications or adjustments made for assessment items.		
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/1667.html">https://www.qcaa.qld.edu.au/1667.html</a>		
<b>For more information please contact</b>	Academic Leader – Humanities Mr Michael O'Connor <a href="mailto:moconnor@bne.catholic.edu.au">moconnor@bne.catholic.edu.au</a>		



<b>SUBJECT NAME</b>		<b>FUNCTIONAL ENGLISH</b>	
<b>Authority Registered</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0 (studied over 2 years)</b>		
<b>Course Length</b>	This course is a two year course		
<b>Course Outline/Topics and Assessment</b>	<p>The course is organised over four semesters over two years. Overall results will take into account attendance, participation in class, book work and access to the Accelerated Reader Program.</p> <p><b><u>Year 11:</u></b></p> <p>Unit 1: Australian Identity – You’re My Australian Hero Assessment 1.1 Informative presentation</p> <p>Unit 2: Travel Assessment 1.2 Portfolio of documents</p> <p>Unit 3: Staying Healthy Assessment 2.1 Presentation of brochure</p> <p>Unit 4: Youth: Perspectives in the Crowd Assessment 2.2 Written assignment</p> <p><b><u>Year 12:</u></b></p> <p>During Semester One, a short course in literacy is offered to the Year 12 Functional English students. A successful completion of this short course will provide a notional sound in English towards their Queensland Certificate of Education (QCE) result.</p> <p>Unit 5: Investigating Media Influence Assessment 3.1 Video presentation</p> <p>Unit 6: World of Work Assessment 3.2 Written application for a job including letter, resume, scanned documents as necessary for an application</p> <p>Unit 7: Memories That Guide Us Assessment 4.1 Spoken – Use of memory box as a visual aid</p> <p>Unit 8: Moving Out – Money Smart, Life Smart Assessment 4.2 Written guide</p> <p>As a part of this course, students engage in the Short Course Literacy which, if completed successfully at a sound standard or above will contribute one point towards the attainment of a QCE.</p>		
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/1669.html">https://www.qcaa.qld.edu.au/1669.html</a>		
<b>For more information please contact</b>	Academic Leader – Humanities Mr Michael O’Connor <a href="mailto:moconnor@bne.catholic.edu.au">moconnor@bne.catholic.edu.au</a>		

<b>SUBJECT NAME</b>		<b>MATHEMATICS A</b>	
<b>Authority Registered</b>	<b>Authority Registered / OP Eligible Subject</b> <b>QCE CREDIT POINTS: 4</b>		
<b>Vocational Units of Competency</b>	<b>NIL</b>		
<b>This subject can articulate to these as well as other related industry areas</b>	<p>This subject aims to provide the opportunity for students to continue to participate fully in life-long learning. It is designed for students who want to extend their mathematical skills beyond Year 10 but whose future employment pathways do not require the study of calculus. The subject is designed for students who have a wide range of educational and employment aspirations, including studying at university or TAFE.</p> <p>Mathematics A is a recommended prerequisite to further study and training for professions and technical trades in a range of industries and employment areas including:</p> <ul style="list-style-type: none"> <li>• Manufacturing and processing</li> <li>• Building and construction</li> <li>• Hospitality and tourism</li> <li>• Administration and management</li> <li>• Education and training</li> <li>• Health services</li> <li>• Retail services</li> <li>• Mechanics and engineering</li> </ul>		
<b>Course Outline/Topics</b>	<p>The students study both core and elective topics within the Mathematics A approved program for Seton College.</p> <p>The core topics are contained within each strand:  <b>Financial Mathematics Strand</b> – Managing Money 1 and Managing Money 2  <b>Applied Geometry strand</b> – Elements of applied geometry and Linking two and three dimensions  <b>Statistics and probability strand</b> – Data collection and presentation and Exploring and understanding data</p> <p>The elective topics chosen for Seton College are:  <b>Maps and Compasses</b> – Navigation and  <b>Operation research</b> – Networks and queuing</p>		
<b>Assessment Requirements</b>	<p>Assessment in Mathematics A is designed to enable students to demonstrate achievement in all aspects of the objectives of <b>Knowledge and Procedures, Modelling and Problem Solving, Justification and Communication</b> and <b>Affective</b>.</p> <p>The purpose of assessment is to provide feedback to students and parents about learning that has occurred, to provide feedback to teachers about the teaching and learning processes, and to provide information on which to base judgements about how well students meet the general objectives of the course.</p> <p>The Seton College course has been designed so that there is a balance of examinations and reports/investigations during the two year course. Each year a student will complete four (4) in class extended examinations (approximately 1.5 hours in length) and two (2) reports or investigations totalling six (6) assessment items per year. All assessment must be completed and submitted on time. Students who are unable to complete assessment due to illness must provide a</p>		

	medical certificate and complete a special consideration form that can be obtained from his/her class teacher.
<b>Pre-Requisites/ Recommended Year 10 Academic Achievement Level</b>	This course is designed for students who have been able to achieve a High Level or above in Year 10 Mathematics.
<b>Specialised Equipment Required</b>	Scientific Calculator, Protractor, Laptop, Roller Ruler, Kent set
<b>Excursions and/or Subject Costs</b>	Nil
<b>Any further information</b>	A Study Guide can be found at the following link. It provides information to parents and students about the Mathematics A course. <a href="https://www.gcaa.qld.edu.au/1888.html">https://www.gcaa.qld.edu.au/1888.html</a>
<b>For more information please contact</b>	Academic Leader – Mathematics Mr Paul Devlin <a href="mailto:pdevlin@bne.catholic.edu.au">pdevlin@bne.catholic.edu.au</a>
<b>How Parents/Caregivers can help</b>	Parents/Caregivers can help students by providing a supportive environment in the home and by showing an interest in what students are doing from day to day. They can: <ul style="list-style-type: none"> <li>• support and keep informed about the Mathematics A program in the school</li> <li>• encourage students to discuss current mathematical issues in the media</li> <li>• discuss the student's progress with the student and with relevant school personnel</li> <li>• demonstrating the numeracy skills that they use in their workplace.</li> </ul>

**SUBJECT NAME****PREVOCATIONAL MATHEMATICS**

<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: 4 for successful completion of 4 semesters</b>
<b>Course Length</b>	This course is a two year course
<b>Course Outline/Topics</b>	<p>Students study five topics (shown below) that are integrated into teaching and learning contexts that they find relevant.</p> <ol style="list-style-type: none"><li>1. Mathematics for interpreting society - number</li><li>2. Mathematics for interpreting society - data</li><li>3. Mathematics for personal organisation - location and time</li><li>4. Mathematics for practical purposes – measurement</li><li>5. Mathematics for personal organisation – finance.</li></ol> <p>Students respond to these contexts by identifying or locating, acting upon, interpreting, and communicating mathematical ideas and information. Students learn to represent these ideas and information in a number of ways. Because these contexts foster cooperation, and are supportive, enjoyable and non-competitive, students develop positive attitudes towards the use of mathematics. Students' confidence improves when they have sufficient time to discuss and discover how to solve problems, guess at answers, take chances, try things out, be wrong, and most importantly, experience success. Students learn that there is rarely one way of doing things and that workplace mathematics is often very different from school mathematics because each industry adapts mathematical skills differently.</p>
<b>Assessment Requirements</b>	<p>Assessment in Prevocational Mathematics is designed to enable students to demonstrate achievement in all aspects of the objectives of <b>Knowing, Applying and Explaining</b>.</p> <p>To determine a student's level of achievement, a wide range of tasks are used. These tasks are practical and relate to the world of work, personal organisation, and interpreting society. They are conducted mostly in class time so that students can receive support from the teacher. Contextualised assessment may require students to give, for example:</p> <ul style="list-style-type: none"><li>• short written answers (comprising one word, a sentence or a paragraph)</li><li>• extended written answers (comprising at least three paragraphs; not essays)</li><li>• non-written responses (such as informal spoken answers to teacher questions; an oral presentation of results; role plays; demonstrations of particular practical skills, techniques or processes; simple diagrams; sketches; digital photographs; flow charts; a three-dimensional model).</li></ul>
<b>Recommended Year 10 Academic Achievement Level</b>	This course is designed for students who have been able to achieve a Sound Level or above in Year 10 Mathematics or a high achievement or above in Mathematics for Living.
<b>Specialised Equipment Required</b>	Calculator, Protractor, Laptop
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/1900.html">https://www.qcaa.qld.edu.au/1900.html</a>
<b>For more information please contact</b>	Academic Leader – Mathematics Mr Paul Devlin <a href="mailto:pdevlin@bne.catholic.edu.au">pdevlin@bne.catholic.edu.au</a>

**SUBJECT NAME****FUNCTIONAL MATHEMATICS**

<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>
<b>Course Length</b>	This course is a two year course
<b>Course Outline/Topics</b>	<p>Students study five topics (shown below) that are integrated into teaching and learning contexts that they find relevant.</p> <ol style="list-style-type: none"><li>1. Mathematics for interpreting society - number</li><li>2. Mathematics for interpreting society - data</li><li>3. Mathematics for personal organisation - location and time</li><li>4. Mathematics for practical purposes – measurement</li><li>5. Mathematics for personal organisation – finance.</li></ol> <p>Students study the topics in combination rather than separately, and in contexts meaningful to them. Topics are revisited in different contexts throughout the two year course.</p> <p>As a part of this course, students engage in the Short Course Numeracy which, if completed successfully at a sound standard or above will contribute one point towards the attainment of a QCE.</p>
<b>Assessment Requirements</b>	<p>Assessment in Functional Mathematics is designed to enable students to demonstrate achievement in all aspects of the objectives of <b>Knowing, Applying and Communicating</b>.</p> <p>Assessment opportunities arise from students' learning experiences. To determine a student's level of achievement, a wide range of tasks are used. These tasks are practical and relate to the world of work, personal organisation, and interpreting society. They are conducted in class time so that students can access support from the teacher and/or support officer.</p> <p>For students to demonstrate their ability in each of the three criteria, tasks will provide opportunities for students to:</p> <ul style="list-style-type: none"><li>• use mathematical concepts and use given mathematical rules, operations and procedures to carry out simple, familiar tasks</li><li>• interpret familiar and predictable contexts, recognise relevant mathematics, and select strategies to carry out tasks</li><li>• use everyday language and some mathematical symbols to respond to tasks in familiar and predictable contexts.</li></ul>
<b>Pre-Requisites/ Recommended Year 10 Academic Achievement Level</b>	This course is designed for students who have completed the Maths for Living, Mathematics Around Us or Mathematics and Numeracy courses in Year 10.
<b>Specialised Equipment Required</b>	Calculator, Laptop
<b>Excursions and/or Subject Costs</b>	1 excursion per semester is usually held to reinforce Mathematical concepts outside the classroom. All excursions directly relate to the Mathematical concepts being covered that semester. Permission forms include all information prior to excursions being held. Costs are kept to a minimum and aim to be approximately \$20 or less per day.
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/1898.html">https://www.qcaa.qld.edu.au/1898.html</a>
<b>For more information please contact</b>	Academic Leader – Mathematics Mr Paul Devlin <a href="mailto:pdevlin@bne.catholic.edu.au">pdevlin@bne.catholic.edu.au</a>

<b>SUBJECT NAME</b>		<b>RELIGIOUS STUDIES</b>
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>	
<b>Course Length</b>	This course is delivered over two years. Students complete one semester of study each year.	
<b>Course Outline/Topics</b>	Students engage with religious concepts within a safe and nurturing environment. They are encouraged to question and investigate topics in light of a Catholic perspective. Religious beliefs are examined when students reflect on real life examples within their life and the lives of other believers both past and present. Students discuss and examine the role of relationships in our lives with others and with God. Students participate positively in prayer experiences.	
<b>Assessment Requirements</b>	A range of assessment techniques, instruments and tasks will be used to determine levels of achievement.	
<b>For more information please contact</b>	Assistant to the Principal – Religious Education Mr Joe Tracey <a href="mailto:jtracey@bne.catholic.edu.au">jtracey@bne.catholic.edu.au</a>	

<b>SUBJECT NAME</b>		<b>RECREATION STUDIES</b>
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>	
<b>Course Length</b>	This course is delivered for six (6) months a year over two (2) years	
<b>Course Outline/Topics</b>	<ul style="list-style-type: none"> <li>• Aquatics – stroke development</li> <li>• Ten Pin Bowling</li> <li>• Touch Football</li> <li>• Basketball</li> </ul>	
<b>Assessment Requirements</b>	Students will be assessed by observation. Participation and interaction are important indicators	
<b>Excursions and/or Subject Costs</b>	Ten Pin Bowling \$6 a week for up to 9 weeks	
<b>For more information please contact</b>	Academic Leader – Health and Physical Education Ms Markella Vergotis <a href="mailto:mvergotis@bne.catholic.edu.au">mvergotis@bne.catholic.edu.au</a>	

## Outline of Subjects Offered (ELECTIVES)

---

**Elective subjects are treated differently in that there is no requirement for students to study all options. Students in the senior years are given a variety of subjects to study and this gives the students the opportunity to make an informed choice concerning those subjects when entering Year 11. Subject planning through the SET plan process assists students to plan two years of senior schooling including one and two year courses depending on the ability and interest of the student.**

Whilst subjects are based on student preferences, in the unlikely event that a subject does not have adequate numbers for a class, parents and carers will be informed by the college and a new choice will be requested.

### **Points to consider when choosing elective subjects**

- Interest in the subject
- Level of difficulty
- Has the student met any prerequisite requirements?
- Students reading level and ability to comprehend content
- Past performance in similar Year 10 subject
- Interest in subject for future career
- Decisions should be discussed with parents, carers, teachers and student

It must be stressed that there are restrictions on numbers in practical classes and some student first choices may not be able to be accommodated.

<b>SUBJECT NAME</b>		<b>ART</b>
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>	
<b>Course Length</b>	This course is a one (1) year course	
<b>Course Outline/Topics</b>	<p>Areas explored may include:</p> <ul style="list-style-type: none"> <li>• Drawing and painting</li> <li>• Design and computer graphics</li> <li>• Three-dimensional work</li> <li>• Independent and collaborative work</li> </ul> <p>The program links with other areas of the curriculum including Religious Education, English, Mathematics and Personal Development.</p>	
<b>Assessment Requirements</b>	<p>Student work will be assessed on completion and during production. The assessment will be based on practical work and will have a minimal written component. The ideas generated by students, independence and creativity, understanding of tasks set and proficiency in the completion of tasks will form the basis of assessment. Attitude to the subject, ability to sustain concentration on the task and work practices will also be considered as part of the assessment.</p>	
<b>For more information please contact</b>	<p>Academic Leader – Visual Arts Mrs Julie Whitehouse <a href="mailto:jwhitehouse@bne.catholic.edu.au">jwhitehouse@bne.catholic.edu.au</a></p>	



**SUBJECT NAME****COMMUNITY STUDIES**

<b>School Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>
<b>Course Length</b>	This course is a one year course
<b>Course Outline/Topics</b>	Students will investigate life roles through a variety of units which will be chosen to meet the needs of the students, eg: <ul style="list-style-type: none"><li>• Travel</li><li>• Food and nutrition</li><li>• Health, recreation and leisure</li><li>• Arts and the community</li><li>• Relationships (making friends)</li><li>• Legally it could be you</li><li>• Employability Skills</li></ul>
<b>Assessment Requirements</b>	A range of assessment techniques and instruments or tasks will be used to determine levels of achievement. Assessment will be predominately practical in nature and favour oral/performance types of presentations.
<b>For more information please contact</b>	Academic Leader – Humanities Mr Michael O'Connor <a href="mailto:moconnor@bne.catholic.edu.au">moconnor@bne.catholic.edu.au</a>

<b>SUBJECT NAME</b>		<b>CREATIVE TEXTILES</b>	
<b>Authority Registered</b>	<b>SCHOOL BASED SUBJECT - NON OP ELIGIBLE</b> <b>QCE POINTS: 0</b>		
<b>Subject Aims</b>	This subject aims to build student confidence and skills working with the sewing machines to produce a range of textile items for use individually, in their home, at school or by the community group.		
<b>Course Outline/Topics</b>	<p>This subject has a hands on approach. The four units of study are</p> <ul style="list-style-type: none"> <li>• Skills Development – upcycling a bag they have created</li> <li>• Creative Colouring</li> <li>• Gift Giving</li> <li>• Christmas Sewing</li> </ul> <p>Some projects will require students to supply their own materials.</p>		
<b>Assessment Requirements</b>	<p>A range of assessment techniques and instruments/tasks will be used to determine levels of achievement.</p> <p>Portfolio tasks – 20% Practical Tasks – 80%</p>		
<b>Pre-Requisites/ Recommended Year 10 Academic Achievement Level</b>	This subject is best suited for students achieving a sound or below in the Year 10 General Program. Year 9 and 10 Home Economics would be an advantage but is not essential as no skills or subject knowledge is presumed.		
<b>Specialised Equipment Required</b>	Sewing Kit (bring from home from junior years) Fabric items as required each term.		
<b>Excursions and/or Subject Costs</b>	<p>Students electing to take this subject must be prepared to supply fabrics/notions for individual projects each term. A letter is sent home at the beginning of each term.</p> <p>It is essential to realise that participation in practical classes is a critical element of this course.</p>		
<b>For more information please contact</b>	<p>Academic Leader – Home Economics Mrs Kathleen Dunnett <a href="mailto:kdunnett@bne.catholic.edu.au">kdunnett@bne.catholic.edu.au</a></p>		

<b>SUBJECT NAME</b>		<b>DRAMA</b>
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>	
<b>Course Length</b>	This course is a one year course	
<b>Course Outline/Topics</b>	<p>As one of the oldest art forms, Drama is essentially about making and communicating meaning. Drama in the senior years focuses on extending these foundation elements of Drama. Students learn to create dramatic pieces and respond and reflect on live theatre.</p> <p>Drama provides students with a range of skills transferable for a variety of vocational and future pathways. An understanding of people and the world in which we live is at the very heart of Drama. Students use their creativity, imagination and senses to express ideas across a range of social, cultural contexts. It connects students to their own creative processes and provides opportunities for them to imagine themselves as others, explore beliefs, feelings, behaviour and relationships across diverse situations.</p> <p>At Seton College, the students Drama achievement at junior level is not a prerequisite to the study of senior Drama.</p> <p>Contexts of learning include monologues, dialogues, improvisation and analysis of theatre practice techniques.</p>	
<b>Assessment Requirements</b>	Assessment instruments will be focused on the presenting and practical forming dimensions of Drama. The responding dimension will not be used as an assessment tool.	
<b>For more information please contact</b>	Academic Leader – Humanities Mr Michael O'Connor <a href="mailto:moconnor@bne.catholic.edu.au">moconnor@bne.catholic.edu.au</a>	

<b>SUBJECT NAME</b>		<b>FURNISHING SKILLS SAS Approach B</b>	
<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: (4) 1 point for the successful completion of each semester in this subject.</b>		
<b>Course Length</b>	This course is a two year course formally known as Manufacturing.		
<b>Course Outline/Topics</b>	<p>The subject has been designed as a project-based or activity-based course that emphasises using current industry practice and safe technological processes to solve problems or complete tasks in a workshop or simulated workplace environment. Projects and practical activities set the context within which the key elements of the course are delivered and provide the means for the consolidation and application of skills and knowledge</p> <ul style="list-style-type: none"> <li>• Semester 1: The furnishing industry, work, health and safety, production processes and product quality</li> <li>• Semester 2: Working cooperatively in cabinet-making workplaces</li> <li>• Semester 3: Communication and teamwork in furnishing enterprises</li> <li>• Semester 4: Working in the furnishing and cabinet-making industries</li> </ul>		
<b>Assessment Requirements</b>	<p>Within this approach, assessment is designed to enable students to demonstrate achievement of the objectives of the course. Each of the criteria is weighted equally and assessed through the completion of projects, practical demonstrations and online work:</p> <ul style="list-style-type: none"> <li>• Knowing and understanding</li> <li>• Analysing and applying</li> <li>• Producing and evaluating</li> </ul>		
<b>Prerequisites</b>	<p>To successfully complete the Manufacturing SAS it is advised that two years study of Shop A in the Junior School is a prerequisite to the study of this course. It would be a benefit to have some Graphics background prior to beginning this course.</p>		
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/senior/subjects/ict-design/furnishing-skills-2015-sas">https://www.qcaa.qld.edu.au/senior/subjects/ict-design/furnishing-skills-2015-sas</a>		
<b>For more information please contact</b>	Academic Leader – Manual Arts Mr Paul Davis <a href="mailto:paul.davis@bne.catholic.edu.au">paul.davis@bne.catholic.edu.au</a>		

<b>SUBJECT NAME</b> <span style="float: right;"><b>INDEPENDENT LIVING SKILLS ***</b> (Nutrition and Well-being)</span>	
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 2</b>
<b>Course Length</b>	This course is a one year course delivered to a combined group of Year 11 and 12 students
<b>Course Aims</b>	<p>The program aims to provide young people with the strategies for creating cost effective and nutritionally sound eating plans for self and family members. It provides an opportunity for students to assess their personal eating plans and to determine ways to improve their nutrition and well-being.</p> <p>As well as skills for independent living and the opportunity to engage with community and family, the programme provides students with skills that could be transferred to hospitality, aged care and child care qualifications and employment opportunities.</p>
<b>Course Outline/Topics</b>	<p>This program is a one year course covering a range of topics such as</p> <ol style="list-style-type: none"> <li>1. Kitchen hygiene and safety – basic equipment, personal hygiene and food safety, utensils and basic cooking items needed by independent students</li> <li>2. Food preparation and recipes – terms and instructions, measurements, cheap options, comparison shopping</li> <li>3. Food production and presentation – menu planning, preparing grocery lists, simple meals, simple ingredients and simple tools. The interpretation of food labels and take away food labelling</li> <li>4. Special dietary considerations – meals for babies and young children, the aged and other special dietary needs. Eating behaviours and healthy food choices</li> <li>5. Nutrition and healthy food choices</li> </ol>
<b>Assessment Requirements</b>	<p>Students will be assessed on</p> <ul style="list-style-type: none"> <li>• Observation of satisfactorily preparing and producing meals</li> <li>• Portfolio containing sample recipes, photos of productions and personal performance reviews</li> <li>• Responses to oral and/or written responses</li> <li>• Third party evaluations to reflect community engagement – evaluations from peers or participants at catered functions or celebratory occasions</li> </ul>
<b>Recommended Yr 10 Academic Achievement Level</b>	This subject is best suited to students who have successfully completed the Year 10 or 11 general program (Year 10 Home Economics would be an advantage but not essential). This is a one year program with a significantly practical focus.
<b>Specialised Equipment Required</b>	Students will be required to have a suitable container for the transportation of food to and from school. This will usually involve the supply of a container with a tight fitting lid, a 'cold' bag and ice bricks.
<b>Excursions and/or Subject Costs</b>	<p>Students electing to take this subject must be prepared to:</p> <ul style="list-style-type: none"> <li>• <b><i>Provide ingredients when required during the year long course (usually weekly)</i></b></li> </ul> <p>These foods will be used to produce a meal item that will be taken home by the students to be eaten by their families. It is essential to realise that participation in practical classes is a critical element of this course.</p>
<b>Any further information</b>	The <b><i>Independent Living Skills – nutrition and well-being</i></b> program is owned by <i>Edmund Rice Education Australia (EREA), Flexible Learning</i>

	<i>Centres Network</i> and they moderate and supervise the delivery and satisfactory completing of the course. There is a nominal enrolment fee to cover these costs.
<b>For more information please contact</b>	Academic Leader – Home Economics Mrs Kathleen Dunnett <a href="mailto:kdunnett@bne.catholic.edu.au">kdunnett@bne.catholic.edu.au</a>

<b>SUBJECT NAME</b>		<b>INTRODUCTION TO TRADE SKILLS</b>	
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>		
<b>Course Length</b>	This course is a one year course		
<b>Course Outline/Topics</b>	<p>Students will gain knowledge of basic home maintenance and trade skills. Techniques employed may include:</p> <ul style="list-style-type: none"> <li>○ painting</li> <li>○ joint work</li> <li>○ filling/finishing</li> <li>○ tiling</li> <li>○ brick laying</li> <li>○ plumbing</li> <li>○ plastering</li> <li>○ welding</li> <li>○ making a clock and small furniture articles</li> </ul>		
<b>Assessment Requirements</b>	Student's practical skills will be assessed throughout the projects.		
<b>For more information please contact</b>	Academic Leader – Manual Arts Mr Paul Davis <a href="mailto:paul.davis@bne.catholic.edu.au">paul.davis@bne.catholic.edu.au</a>		

SUBJECT NAME		LIVESMART ***
<b>Authority Registered</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>	
<b>Course Length</b>	This course is a one year course	
<b>Subject Aims</b>	<p>This subject aims to build student confidence and success in handling life in its everyday context. There are many skills which are required today, not only to survive but to experience independence and success in everyday living. The content of this course focuses on learning tasks designed to assist students with becoming more independent in their home, at school, workplace and in their community.</p> <p>Students will be empowered by learning the skills and accessing the knowledge to be more independent, informed and in control as they enter adulthood.</p>	
<b>Course Outline/Topics</b>	<p>This subject has a heavy focus on food preparation skills of foods that are nutritious and that individuals would use throughout life, to support them to become more independent.</p> <p>In addition the following topics are considered in a way that is directly appropriate to the students in the group.</p> <ul style="list-style-type: none"> <li>• Money</li> <li>• Housing</li> <li>• Daily Living Skills</li> <li>• Personal and Social Development</li> <li>• Shopping around</li> <li>• Look Good, Feel Good, Love Life</li> <li>• Towards Independence</li> <li>• Personal safety</li> </ul> <p>On some occasions the food produced in class will be on sold to the college tuckshop or be used for a function to give the students a higher level of experience. In this instance the food will be supplied by the College and parents will not be required to meet these costs.</p>	
<b>Assessment Requirements</b>	A range of assessment techniques and instruments or tasks will be used to determine levels of achievement. Approximately 80% of tasks will be predominately spoken and practical and 20% will be assignment based.	
<b>Recommended Yr 10 Academic Achievement Level</b>	This subject is best suited for students achieving a sound or below in the Year 10 general program (Year 9 or 10 Home Economics would be an advantage but is not essential as no skills or subject knowledge is presumed)	
<b>Specialised Equipment Required</b>	Students will be required to have a suitable container for the transportation of food to and from school. This will usually involve the supply of a container with a tight fitting lid, a 'cold' bag and ice bricks.	
<b>Subject Costs</b>	<p>Students electing to take this subject must be prepared to:</p> <ul style="list-style-type: none"> <li>• <b><i>Provide ingredients when required during the two-year course (usually weekly)</i></b></li> </ul> <p>These foods will be used to produce a food item that will be taken home by the students to be eaten by their families. It is essential to realise that participation in practical classes is a critical element of this course.</p>	
<b>For more information please contact</b>	Academic Leader – Home Economics Mrs Kathleen Dunnett <a href="mailto:kdunnett@bne.catholic.edu.au">kdunnett@bne.catholic.edu.au</a>	



SUBJECT NAME                      MICROSOFT OFFICE SPECIALIST (Enrichment Program)	
<b>Authority Registered</b>	<b>Enrichment Program / NON OP Eligible</b> <b>QCE CREDIT POINTS: up to (5) points. 1 point for the successful completion of each exam.</b>
<b>Course Length</b>	This course is a one year course
<b>Course Outline/Topics</b>	<p>This program aims to give students the technological tools to build a brighter future. Students would investigate and learn the skills of Microsoft Office programs including Word, Excel, Powerpoint, Outlook, Sharepoint, Access and OneNote.</p> <p>85% of supervisors say Microsoft Office Specialist certified employees are more productive because of their certification.</p> <p>Students who earn a Microsoft Office Specialist (MOS) certification will be rewarded with heightened confidence, credibility and differentiation in increasingly competitive academic and workforce environments.</p> <ul style="list-style-type: none"> <li>• <b>Word &amp; Word Expert</b> Create and manage documents, format text, paragraphs, tables, apply references and format objects.</li> <li>• <b>Excel &amp; Excel Expert</b> Create and manage worksheets, workbooks, cells, ranges, tables, apply formulas and functions.</li> <li>• <b>PowerPoint</b> Create and manage presentations, format shapes and slides, apply transitions and animations.</li> <li>• <b>Outlook</b> Manage the Outlook environment, mail messages, schedules, tasks, notes, contacts and groups.</li> <li>• <b>OneNote</b> Share and collaborate with other users, organise and find notes, edit and link content in folders.</li> </ul>
<b>Assessment Requirements</b>	Microsoft Office Specialist exams are <b><u>performance based exams</u></b> that use key features from Microsoft applications to perform realistic tasks in an “in application” environment.
<b>Prerequisites</b>	Students <b><i>MUST</i></b> be undertaking English Communication in Year 11/12
<b>Any further information</b>	All eligible students have the chance to compete in the World Championships. For more information visit <a href="http://www.xcerio.com/championships">www.xcerio.com/championships</a>
<b>For more information please contact</b>	Maths Academic Leader Mr Paul Devlin <a href="mailto:pdevlin@bne.catholic.edu.au">pdevlin@bne.catholic.edu.au</a>

<b>SUBJECT NAME</b>		<b>RELIGION AND ETHICS SAS Approach B</b>
<b>School Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: (4) 1 point for the successful completion of each semester in this subject</b>	
<b>Course Length</b>	This course is a two year course	
<b>Course Outline/Topics</b>	<p>Over the period of study students will be offered the following six units which have been selected from the fourteen <i>Elective topics</i> in the QCAA Religion and Ethics SAS. These are:</p> <ul style="list-style-type: none"> <li>• <b>Meaning and Purpose (1 term unit)</b></li> <li>• <b>Spirituality (1 term unit)</b></li> <li>• <b>Sacred Stories (1 semester unit)</b></li> <li>• <b>The Australian Scene (1 term unit)</b></li> <li>• <b>Heroes and Role Models (1 term unit)</b></li> <li>• <b>Ethics and Morality (1 semester unit)</b></li> </ul>	
<b>Assessment Requirements</b>	<p>Assessment will be challenging but achievable, and provide students with an opportunity to look more deeply into the ideas, concepts and issues covered in class, and time to reflect on one's own opinions.</p> <p><i>The learning experiences and assessment tasks (are) practical and experiential.</i> (Religion and Ethics Study Area Specification 2014)</p> <p>Students' performances on assessment tasks are judged using three criteria: Knowledge and understanding; Applying and examining and Producing and evaluating.</p>	
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/30488.html">https://www.qcaa.qld.edu.au/30488.html</a>	
<b>For more information please contact</b>	Assistant to the Principal – Religious Education Mr Joe Tracey <a href="mailto:jtracey@bne.catholic.edu.au">jtracey@bne.catholic.edu.au</a>	

<b>SUBJECT NAME</b>		<b>RECREATION SAS Approach B</b>
<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: (4) 1 point for the successful completion of each semester in this subject</b>	
<b>Course Length</b>	This course is a two year course	
<b>Course Outline/Topics</b>	Students will study the following areas: <ul style="list-style-type: none"> <li>• Life Saving – Bronze Star</li> <li>• Touch</li> <li>• Gym</li> <li>• Water polo</li> <li>• Life Saving – Bronze Medallion</li> <li>• Bush Walking</li> <li>• Basketball</li> <li>• Golf</li> </ul>	
<b>Assessment Requirements</b>	Assessment will be conducted mainly in class time and includes integrated tasks which demonstrate the theory and practical skills developed. Scaffolding and support will be provided for the theoretical components. This will apply to tasks completed in class and to simulations and oral presentations carried out over several weeks.	
<b>Any further information</b>	<a href="https://www.qcaa.qld.edu.au/30486.html">https://www.qcaa.qld.edu.au/30486.html</a>	
<b>For more information please contact</b>	Mr Mark Murphy <a href="mailto:mwmurphy@bne.catholic.edu.au">mwmurphy@bne.catholic.edu.au</a>	

<b>SUBJECT NAME</b>		<b>SCIENCE IN PRACTICE (SAS)</b>
<b>Authority Registered</b>	<b>Authority Registered / NON OP Eligible</b> <b>QCE CREDIT POINTS: (4) 1 point for the successful completion of each semester in this subject.</b>	
<b>Vocational Units of Competency</b>	<b>Nil</b>	
<b>This subject can articulate to these as well as other related industry areas</b>	<p>Science and technology play significant and increasing roles in modern society. To have an informed voice in charting the future of society and to effectively participate in society and everyday life, students need to be scientifically literate. Science in Practice contributes to the development of scientifically literate individuals who can:</p> <ul style="list-style-type: none"> <li>• Discuss scientific ideas</li> <li>• Identify science questions and investigate and draw scientific, evidence based conclusions</li> <li>• Challenge claims made by others about scientific matters</li> <li>• Make informed decision about the environment and their own health and wellbeing.</li> </ul> <p>The scientific skills developed in the Science in Practice course, are relevant to employment in many fields and may form the basis of further training and education.</p>	
<b>Course Outline/Topics</b>	<p>In each year of the course the students will explore through particular scientific contexts at least three of the following areas:</p> <ul style="list-style-type: none"> <li>• Science in the workplace</li> <li>• Resources, energy and sustainability</li> <li>• Health and lifestyles</li> <li>• Environments</li> <li>• Discovery and change</li> </ul> <p>Students will learn and enact:</p> <ul style="list-style-type: none"> <li>• Science literacy and working scientifically</li> <li>• Workplace health and safety</li> <li>• Communication and self-management skills</li> </ul> <p>Students will also participate in at least 10 hours of practical field work across the 2 years of study.</p> <p>Semester 1  Unit 1: "Elementary Dear Watson!" – Forensics  Unit 2: "Water for Life: Who gives a drop?"</p> <p>Semester 2  Unit 3: "Getting zapped for the Future" – Electronics  Unit 4: "Olympic Gold: Faster than a human bolt"</p> <p>Semester 3  Unit 5: "True or False? What is the Claim?" – Consumer Science  Unit 6: "Sustainability Steps" – Energy for the Future and Beyond</p> <p>Semester 4  Unit 7: "Hip Hip Hooray!" – Healthy Lifestyles</p>	
<b>Assessment Requirements</b>	<p>Through the processes of practical and investigative approaches, students will:</p> <ul style="list-style-type: none"> <li>• Think critically about the scientific basis of significant contemporary issues</li> <li>• Apply their knowledge in a broad range of relevant practical situations</li> <li>• Foresee consequences for their own and society's activities on</li> </ul>	

	<p>the living and physical world</p> <ul style="list-style-type: none"> <li>• Used community and industry resources</li> <li>• Collaborate and work effectively in teams</li> </ul> <p>The standards for Science in Practice are:</p> <ul style="list-style-type: none"> <li>• Knowing and Understanding</li> <li>• Analysing and Applying</li> <li>• Planning and Evaluating</li> </ul> <p>Assessment has a strong practical component where students are involved in “science by doing”. Students produce science products, perform science activities and participate in science investigations and experiments. Students will have the opportunity to use technology in both learning and assessment contexts.</p>
<b>Pre-Requisites/ Recommended Year 10 Academic Achievement Level</b>	<p>Students must display an interest in science and a willingness to work cooperatively and safely with others in the laboratory.</p> <p>Students are recommended to have demonstrated a satisfactory, high or very high standard of work in assessment items and class work in Year 10 Science.</p>
<b>Specialised Equipment Required</b>	Scientific calculator (may be purchased through the Mathematics Department at the college)
<b>Excursions and/or Subject Costs</b>	Students will also participate in at least 10 hours of practical field work which will involve at least 2 day excursions. Parents/Guardians will be informed of costs of excursions.
<b>Any further information</b>	<a href="https://www.gcaa.qld.edu.au/17310.html">https://www.gcaa.qld.edu.au/17310.html</a>
<b>For more information please contact</b>	Academic Leader - Science Ms De-Anne Rand <a href="mailto:drand@bne.catholic.edu.au">drand@bne.catholic.edu.au</a>
<b>How Parents/Caregivers can help</b>	<p>Parents/Guardians can help students by providing a supportive environment in the home, by showing an interest in what students are doing on a daily basis, and by encouraging them in their studies. Frequent communication between home and the college also provides additional support for students.</p> <p>Parents and Guardians might wish to consider the following:</p> <ul style="list-style-type: none"> <li>• Peruse the unit outlines at the beginning of each semester/term</li> <li>• Discuss the learning and assessment of your child’s progress with the teacher of the subject</li> <li>• Draw attention to relevant issues and science programs as presented in the media and discuss the scientific principles with your child</li> </ul>



<b>SUBJECT NAME</b>	<b>WORKSHOP SKILLS</b>
<b>School Based Subject</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 0</b>
<b>Course Length</b>	This course is a one year course
<b>Course Outline/Topics</b>	Students will learn basic hand and machine skills and how to apply these to a variety of materials including wood, metal and plastics. The students will also gain an understanding of safety requirements while working in a workshop environment and for specific workshop equipment.
<b>Assessment Requirements</b>	Student's practical skills will be assessed throughout projects.
<b>For more information please contact</b>	Academic Leader – Manual Arts Mr Paul Davis <a href="mailto:paul.davis@bne.catholic.edu.au">paul.davis@bne.catholic.edu.au</a>

## Vocational Education and Training (VET)

VET is learning which is directly related to work. **Nationally recognised qualifications** are **developed by industry** to give people the knowledge and skills they need to work in a particular job.

Vocational education and training (VET) provides pathways for all young people, including those seeking further education and training, those seeking employment-specific skills, and those at risk of not completing their schooling.

VET offers clear benefits to young people, including:

- the development of work-related skills, making young people more employable
- access to learning opportunities beyond the traditional curriculum
- *competency-based* assessment that meets industry standards

Seton College offers Vocational Education and Training courses that provide numerous pathways into training and include a greater emphasis upon the world of work. While undertaking Years 11 and 12 studies, students gain credit towards a nationally recognised certificate which allows them to take up further study at a TAFE College or provides an alternative pathway to a university or to move more easily into the workforce on completion of Year 12.

The Vocational Education Program provides students with entry-level training and qualifications that are industry endorsed. All competencies achieved are Nationally Accredited and are recognised under the Australian Qualifications Framework.

School-based traineeships and apprenticeships enable students to study for their QCE whilst undertaking a part-time apprenticeship or traineeship.

***These courses are subject to suitably qualified teaching staff and resources being available to comply with VQF standards of registration.***

### Assessment in VET

Assessment will be **Competency based**

Assessment in VET is competency based and does not result in levels of achievement being awarded. 'Competency' means that knowledge and skill have been consistently applied to the standard of performance required in the workplace. It embodies the ability to transfer and apply skills and knowledge to new situations and environments.

'Competency-based assessment' is the process of collecting evidence and making judgments on whether competency has been achieved to confirm that an individual can perform to the standard expected in the workplace. For example, is the student able to use workplace equipment competently? In competency-based assessment, the student must complete assessment to **workplace standards**.

With this type of assessment the student will (within reason) be given *more than one opportunity* to gain competency in particular units of competency or learning outcomes. In most cases, the student who is marked 'Further Evidence Required', a module will only be retested on the Learning Outcomes that they did not achieve competency in. However if after several testing opportunities, the student is still failing the module, they may be asked to revisit the content of the module (in their own time), then request a further test of the entire module. This is subject to time constraints for reporting and submission of results for the Senior Statement. Assessment will take place at a time convenient to both the teacher and student.

Unlike traditional subjects you will not receive an A-E grade for your assessment  
Your report card will show your grade as "C" for Competent or "NYC" for Not yet Competent.



## **Recognition of Prior Learning (RPL) and Credit Transfer**

The objective of the Recognition of Prior Learning process is to ensure that an individual's prior learning achieved through formal and informal training, work experience, voluntary work or other life experiences is appropriately recognised. If students can show that they have the skills described in some of the units of competency through activities undertaken at home, work or elsewhere, they may not have to do those parts again.

RPL is a formal process available to all students. If a student believes that they have the evidence required for RPL they are to discuss this with the Vet Leader who will then provide an application form. The VET Leader will discuss the application with the trainer and assist with the RPL process.

Some examples of evidence include:

- Records of interviews with students that establish whether the student has special needs regarding assessment
- Assessment processes that comply with advice in the relevant Training Package/ accredited course, including self-assessment materials, workplace activities to promote the collection of evidence
- Records of students outcomes from assessment processes and/or RPL assessment
- Diary notes / diary meetings
- Logs to indicate workplace visits by an assessor
- Register of agreements between the workplace and the RTO indicating how assessment will be conducted
- Trainee log books
- Feedback logs

## **Credit Transfer**

Credit Transfer is a process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications.

Credit Transfer will be granted where students have previously completed qualifications or units of competency that are recognised as being equivalent to those in a qualification or unit/s of a student's enrolment with the RTO.

Seton College acknowledges the requirement as a Registered Training Organisation to recognise the awards issued by other RTOs. This is limited to outcomes that are drawn from the national skills framework being units of competency awarded and accurately identified in statements of attainment and qualifications.

National recognition (also referred to as Credit transfer) is the recognition of learning achieved through formal education and training. Under the Standards for Registered Training Organisations, qualifications and statements of attainment issued by any RTO are to be accepted and recognised by all other RTOs. National recognition allows the unit of competency previously achieved by a student to be recognised when they are enrolling in a related course where those units can assist them in meeting the requirements for a qualification. It is an important to note that national recognition is not recognition of prior learning (RPL). RPL is assessment and is addressed within the Recognition policy.

To obtain credit transfer for Units of Competency, a student will need a certified or original copy of the qualification and transcript OR Statement of Attainment. Other evidence may be considered at the discretion of the VET Leader. Students will be notified within 21 days of the credit transfer application and informed of the outcome.

## Senior Statement of Results

When the student has successfully completed all the requirements of the course they will be entitled to have the relevant Certificate recorded on their Senior Statement. If the course is incomplete, then only the successful units of competency or learning outcomes will be recorded. The student will receive a **Statement of Attainment**, which records successful units of competency or learning outcomes.

If you have completed or have partly completed a school-based traineeship or apprenticeship, the successful units from this will also be recorded on the student's Senior Statement. It will be up to the RTO who signed the student to submit their results – not Seton College.

# **Australian School-Based Apprenticeships and Traineeships**

**POTENTIAL CREDIT TOWARDS QCE: 4 – 8 POINTS**

The opportunity exists for students to undertake a school-based apprenticeship or traineeship (SATs). School-based apprenticeships and traineeships allow students to undertake training and paid work in an industry to achieve nationally recognised qualifications while they are at school.

## **What is the difference between an apprenticeship and a traineeship?**

A *full-time apprenticeship* will usually take three to four years to complete and is traditionally referred to as a '**Trade**' qualification; while a *full-time traineeship* usually takes between one and three years to complete and generally covers other **non-trade** qualifications.

School-based apprenticeships/traineeships are usually undertaken during the two years of senior schooling, but may be commenced in Year 10. Students who undertake school-based apprenticeships generally work towards completing the first year of their apprenticeship by the end of Year 12. A large proportion of students undertaking a school-based traineeship complete their qualification by the end of Year 12.

Students can start a school-based apprenticeship/traineeship during their senior schooling years and continue it after Year 12.

Students undertake between 8-20 hours paid work per week. The hours are negotiated with the school, student and the employer. Students also complete training either at work, TAFE or with a private training college. As an apprentice or trainee, students enter into a legally binding contract with an employer or Group Training Scheme and the group providing the training.

## COURSE NAME

## Certificate I in Agrifood Operations

(AHC 10216)



<b>Vocational Education and Training</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 2</b> <b>(A <i>maximum</i> of two Certificate 1 qualifications may be used to obtain credit points each - a total of 4 credit points towards a QCE)</b> <b>No credit points awarded for partly completed qualification</b>
<b>Course Length</b>	This course is a one year course
<b>Vocational Units of Competency</b>	<b>Core units</b> AHCWHS101 Work Safely AHCWRK101 Maintain the Workplace <b>Elective units</b> AHCCHM101 Follow basic chemical safety rules AHCLSC101 Support Landscape Work AHCORG101 Support Irrigation Work AHCPGD101 Support Gardening Work
<b>This subject can articulate to these as well as other related industry areas</b>	<ul style="list-style-type: none"> <li>• Certificate II in Agriculture</li> <li>• Certificate II in Horticulture</li> <li>• Certificate II in Production Horticulture</li> <li>• Certificate II in Rural Operations</li> <li>• Diploma of Landscaping</li> <li>• Diploma of Architectural Design</li> </ul>
<b>Assessment Requirements</b>	Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of simple word processed tasks, completion of practical computer activities and teacher observation.
<b>Specialised Equipment Required</b>	USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.
<b>Any further information</b>	Students may be able to apply (via RPL processes) the course content towards TAFE courses in Agrifood Operations. Students may also be able to undertake a traineeship in Landscaping.
<b>For more information please contact</b>	Academic Leader – Pathways Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>

\*\* This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.

**COURSE NAME**
**Certificate I in Business  
(BSB10115)**


<b>Vocational Education and Training</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 2</b> <b>(A <i>maximum</i> of two Certificate 1 qualifications may be used to obtain credit points each - a total of 4 credit points towards a QCE)</b> <b>No points awarded for a partly completed qualification</b>
<b>Course Length</b>	This course is a one year course
<b>Vocational Units of Competency</b>	<b>Core unit</b> BSBWHS201      Contribute to health and safety of self and others  <b>Elective units</b> BSBADM101      Use business equipment and resources BSBIND201      Work Effectively in a Business Environment BSBITU102      Develop Keyboard Skills BSBSUS201      Participate in environmentally sustainable work practices BSBWOR202      Organise and complete daily work activities
<b>This subject can articulate to these as well as other related industry areas</b>	<ul style="list-style-type: none"> <li>• Certificate II in Business</li> <li>• Certificate III in Business</li> <li>• Certificate III Business Administration</li> <li>• Diploma of Business</li> <li>• Diploma of Business Administration</li> <li>• Diploma of Marketing</li> <li>• Office Administration</li> <li>• General Clerk</li> <li>• Personal Assistant</li> </ul>
<b>Assessment Requirements</b>	Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of simple word processed tasks, completion of practical computer activities and teacher observation.
<b>Pre-Requisites/</b>	A basic knowledge of Word and PowerPoint would be useful.
<b>Specialised Equipment Required</b>	USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.
<b>Any further information</b>	Students may be able to apply (via RPL processes) the course content towards TAFE courses in Business. Students may also be able to undertake a traineeship in Business.
<b>For more information please contact</b>	Academic Leader – Pathways Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>

\*\* This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.

## COURSE NAME

# Certificate I in Information, Digital Media and Technology

(ICT 10115)



<b>Vocational Education and Training</b>	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 2</b> <b>(A <i>maximum</i> of two Certificate 1 qualifications may be used to obtain credit points each - a total of 4 credit points towards a QCE)</b> <b>No points awarded for a partly completed qualification</b>
<b>Course Length</b>	This course is a one year course
<b>Vocational Units of Competency</b>	<b>Core units</b> ICTICT101 Operate a personal computer ICTICT102 Operate word processing applications ICTICT103 Use, communicate and search securely on the internet ICTICT104 Use digital devices  <b>Elective units</b> ICTICT105 Operate spreadsheet applications ICTICT106 Operate presentation packages
<b>This subject can articulate to these as well as other related industry areas</b>	<ul style="list-style-type: none"> <li>• Certificate III in Information, Digital Media and Technology</li> <li>• Diploma of Information, Digital Media and Technology</li> <li>• Office Administration</li> <li>• Desktop Publishing</li> <li>• Multimedia &amp; Web Design</li> <li>• Software Development</li> </ul>
<b>Assessment Requirements</b>	Competency-based assessment is used in this subject. Assessment will take place through questioning, completion of practical computer activities and teacher observation.
<b>Pre-Requisites</b>	A basic knowledge of Word and PowerPoint would be useful.
<b>Specialised Equipment Required</b>	USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.
<b>Any further information</b>	Students may be able to apply (via RPL processes) the course content towards TAFE courses in Information, Digital Media and Technology. Students may also be able to undertake a traineeship in Information, Digital Media and Technology
<b>For more information please contact</b>	Academic Leader – Pathways Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>

\*\* This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.

**COURSE NAME**

**Certificate II in Active Volunteering  
(CHC24015)**

<p><b>Vocational Education and Training</b></p>	<p><b>NON OP Eligible</b>  <b>QCE CREDIT POINTS: 4</b>  <b>No points awarded for a partly completed qualification</b></p>		
<p><b>Course Length</b></p>	<p><b>This course is a one year course.</b> Delivered by Seton College, Mount Gravatt East on behalf of <b>Volunteering Queensland</b> (RTO No 6020) through the Students As Active Volunteers Initiative (SAAVI) and Binnacle Training (31319)</p>		
<p><b>Vocational Units of Competency</b></p>	<p><b>Core units</b></p> <p>CHCDIV001      Work with diverse people          CHCVOL001      Be an effective volunteer          HLTWHS001      Participate in workplace health and safety          BSBCMM201      Communicate in the workplace</p> <p><b>Elective units</b></p> <p>BSBITU201      Produce Simple Word Processed Documents          HLTFSS207C      Basic Food Safety Practices          HLTAID003      First Aid (Binnacle Training 31319)  <a href="https://www.binnacletraining.com.au/rto.php">https://www.binnacletraining.com.au/rto.php</a></p> <p><i>Statement of Attainment for HLTAID003 provided by Binnacle Training. Credit transfer to QCAA banking system for HLTAID003</i></p> <table border="1" data-bbox="544 1032 1406 1240"> <tr> <td data-bbox="544 1032 727 1240"> <p><b>IMPORTANT</b> Program Disclosure Statement (PDS)</p> </td> <td data-bbox="727 1032 1406 1240"> <p>This document is to be read in conjunction with Binnacle Training's <u>Program Disclosure Statement</u> (PDS). The PDS sets out the services and training products Binnacle Training provides <u>and</u> those services carried out by the 'Partner School' (i.e. the delivery of training and assessment services).</p> <p>To access Binnacle's PDS, visit:  <a href="http://www.binnacletraining.com.au/rto.php">http://www.binnacletraining.com.au/rto.php</a> and select 'RTO Files'.</p> </td> </tr> </table> <p><i>Students <b>must</b> undertake 30 hours volunteering placement to complete the course.</i></p>	<p><b>IMPORTANT</b> Program Disclosure Statement (PDS)</p>	<p>This document is to be read in conjunction with Binnacle Training's <u>Program Disclosure Statement</u> (PDS). The PDS sets out the services and training products Binnacle Training provides <u>and</u> those services carried out by the 'Partner School' (i.e. the delivery of training and assessment services).</p> <p>To access Binnacle's PDS, visit:  <a href="http://www.binnacletraining.com.au/rto.php">http://www.binnacletraining.com.au/rto.php</a> and select 'RTO Files'.</p>
<p><b>IMPORTANT</b> Program Disclosure Statement (PDS)</p>	<p>This document is to be read in conjunction with Binnacle Training's <u>Program Disclosure Statement</u> (PDS). The PDS sets out the services and training products Binnacle Training provides <u>and</u> those services carried out by the 'Partner School' (i.e. the delivery of training and assessment services).</p> <p>To access Binnacle's PDS, visit:  <a href="http://www.binnacletraining.com.au/rto.php">http://www.binnacletraining.com.au/rto.php</a> and select 'RTO Files'.</p>		
<p><b>Pathways</b></p>	<ul style="list-style-type: none"> <li>• Certificate III and IV in Active Volunteering</li> <li>• Diploma of Volunteering</li> <li>• Students may also use completed units towards a range of Certificate III qualifications in the areas of community services, business/administration, and/or human rights/justice sectors</li> </ul>		
<p><b>Assessment Requirements</b></p>	<p>Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of simple word processed tasks, completion of practical computer activities and teacher observation. <b>30 hours volunteering placement</b></p>		
<p><b>Pre-Requisites/</b></p>	<p>Students <b>must</b> be undertaking English Communication in Year 11/12</p>		
<p><b>Specialised Equipment Required</b></p>	<p>USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.</p>		
<p><b>Any further information</b></p>	<p>Students may be able to apply (via RPL processes) the course content towards TAFE.</p>		
<p><b>For more information please contact</b></p>	<p>Academic Leader – Pathways          Mrs Kathryn Flint  <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a></p>		

\*\* This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.

**COURSE NAME**
**Certificate II in Business (BSB 20115)**  
 (incorporating Certificate I in Business BSB 10115)

**Vocational Education and Training**
**NON OP Eligible**  
**QCE CREDIT POINTS: 5**  
**No points awarded for a partly completed qualification**
**Course Length**

This course is a one year course

**Vocational Units of Competency**
**Core units**

BSBWHS201 Contribute to health and safety of self and others

**Elective Units**

BSBSUS201 Participate in environmentally sustainable work practices

BSBCMM201 Communicate in the workplace

BSBIND201 Work effectively in a business environment

BSBINM201 Process and maintain workplace information

BSBITU102 Develop Keyboard Skills

BSBITU201 Produce simple word processed documents

BSBITU202 Create and use spreadsheets

BSBITU203 Communicate electronically

BSBWOR202 Organise and complete daily work activities

BSBWOR203 Work effectively with others

BSBADM101 Use business equipment and resources

*This Certificate would be recommended to students who have parents with their own business or have an interest in having their own business*

**This subject can articulate to these as well as other related industry areas**

- Certificate III in Business
- Certificate III Business Administration
- Diploma of Business
- Diploma of Business Administration
- Diploma of Marketing
- Office Administration
- Desktop Publishing
- Multimedia & Web Design
- Software Development

**Assessment Requirements**

Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of simple word processed tasks, completion of practical computer activities and teacher observation.

**Pre-Requisites/ Recommended Yr 10 Academic Achievement Level**

 Students **must** be undertaking English Communication in Yr 11/12. Have a basic knowledge of Word and PowerPoint would be useful.

**Specialised Equipment Required**

USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.

**Any further information**

Students may be able to apply (via RPL processes) the course content towards TAFE courses in Business. Students may also be able to undertake a traineeship in Business.

**For more information please contact**

 Academic Leader – Pathways  
 Mrs Kathryn Flint  
[kflint@bne.catholic.edu.au](mailto:kflint@bne.catholic.edu.au)

\*\* This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.



# Certificate II in Retail Services

(SIR 20216)

## COURSE NAME



Vocational Education and Training

**NON OP Eligible**  
**QCE CREDIT POINTS: 4**  
**No points awarded for a partly completed qualification**

Course Length

This course is a **one** year course

Vocational Units of Competency

**Core units**

- SIRXCEG001 Engage the customer
- SIRXCOM001 Communicate in the workplace to support team and customer outcomes
- SIRXIND001 Work effectively in a service environment
- SIRXIND003 Organise personal work requirements
- SIRXPDK001 Advise on products and services
- SIRXRSK001 Identify and respond to security risks
- SIRXWHS002 Contribute to workplace health and safety

**Elective units**

- SIRXINV001 Receive and handle retail stock
- SIRXMER001 Produce visual merchandise displays
- SIRXSLS002 Follow point-of-sale procedures
- SIRXWOR203 Work effectively with others
- HLTAID003 Provide first aid

<https://www.binnacletraining.com.au/rto.php>

*Statement of Attainment for HLTAID003 provided by Binnacle Training. Credit transfer to QCAA banking system for HLTAID003*

<p><b>IMPORTANT</b> Program Disclosure Statement (PDS)</p>	<p>This document is to be read in conjunction with Binnacle Training's <u>Program Disclosure Statement</u> (PDS). The PDS sets out the services and training products Binnacle Training provides <b>and</b> those services carried out by the 'Partner School' (i.e. the delivery of training and assessment services).</p> <p>To access Binnacle's PDS, visit:  <a href="http://www.binnacletraining.com.au/rto.php">http://www.binnacletraining.com.au/rto.php</a> and select 'RTO Files'.</p>
--	--

***Students are required to complete 25 hours work placement to complete the course.***

This subject can articulate to these as well as other related industry areas

This qualification provides a pathway to work in a diverse range of retail settings including specialty retailers, supermarkets, department stores and quick service restaurants.

Individuals with this qualification are able to perform roles such as frontline team member, customer service assistant and point-of-sale operator.

Assessment Requirements

Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of simple word processed tasks, completion of practical computer activities and teacher observation. **25 hours in work placement**

Pre-Requisites/

Students **MUST** be undertaking English Communication in Yr 11/12

Specialised Equipment Required

USB drive 1Gb. A computer at home is not necessary but would be useful for extension of class work.

Any further information

Students may be able to apply (via RPL processes) the course content towards TAFE courses in Retail. Students may also be able

	to undertake a traineeship in Retail.
<b>For more information please contact</b>	Academic Leader – Pathways Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>
** This course will be delivered subject to Registration. Information was correct at time of publication but is subject to change.	

## **VET FUNDED PROGRAMS**


VETiS (VET in schools) qualifications are funded by the VET investment budget and are listed on the Queensland Training Subsidies List. These qualifications are delivered by RTOs who have been approved by DET as pre-qualified suppliers (PQS) under the Certificate 3 Guarantee. *Schools, in consultation with students and their parents, are able to choose any PQS for the eligible qualification.*

VETiS qualifications on the Queensland Training Subsidies List are at the certificate I and II level.

*Students may only choose **ONE** VETis Funded qualification listed on the Queensland Training Subsidies List while at school*

---

# SETON COLLEGE – *Vet Funded*

COURSE NAME		Certificate II in Hospitality / Certificate II in Tourism (SIT 20316 / SIT 20116)
Vocational Education and Training	NON OP Eligible QCE CREDIT POINTS: 8 No points awarded for a partly completed qualification	
Course Length	This course is a <b>one</b> year course. Delivered by Seton College, Mount Gravatt East in partnership with <b>Churchill Education (RTO No 31430)</b>	
Vocational Units of Competency	<p><b>1. Safety basics</b></p> <p>SITXWHS001 Participate in safe work practices</p> <p>SITXFSA001 Use hygienic practices for food safety</p> <p>BSBSUS201 Participate in environmentally sustainable work practices</p> <p><b>2. Working with Customers</b></p> <p>SITXCCS003 Interact with customers</p> <p>SITXCOM002 Show social and cultural sensitivity</p> <p>SITHFAB002 Provide responsible service of alcohol</p> <p>SITHGAM001 Provide responsible gambling services</p> <p><b>3. Working in Service</b></p> <p>BSBWOR203 Work effectively with others</p> <p>SITHFAB004 Prepare and serve non-alcoholic beverages</p> <p>SITHIND003 Use hospitality skills effectively</p> <p>SITHCCC003 Prepare and present sandwiches</p> <p><b>4. Working in Industry</b></p> <p>SITHIND002 Source and use information on the hospitality industry</p> <p>SITTIND001 Source and use information on the tourism and travel industry</p> <p><i>This course is provided under VET in Schools Funding (VETis) and is equivalent to a Partnerships With Schools TAFE Program. You may only do <b>ONE</b> VET Funded course in Senior.</i></p>	
This subject can articulate to these as well as other related industry areas	<p>This qualification provides a pathway to work in various hospitality settings, such as restaurants, hotels, motels, catering operations, clubs, pubs, cafés, and coffee shops.</p> <p>Possible job titles include: bar attendant, café attendant, catering assistant, food and beverage attendant, front office assistant, porter, room attendant.</p>	
Assessment Requirements	Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of written tests or worksheets, completion of practical hospitality activities and teacher observation.	
Pre-Requisites/	Students should be undertaking English Communication in Year 11/12	
Specialised Equipment Required		
Any further information	Students may be able to apply (via RPL processes) the course content towards TAFE courses in Hospitality. Students may also be able to undertake a traineeship in Hospitality.	
For more information please contact	Academic Leader – Vocational Education and Training (VET) Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>	

\*\* This course will be delivered as a VETis funded course. Information was correct at time of publication but is subject to change.

## COURSE NAME

# Certificate II in Outdoor Recreation

(SIS 20213)



Vocational Education and Training	<b>NON OP Eligible</b> <b>QCE CREDIT POINTS: 4</b> <b>No points awarded for a partly completed qualification</b>																																
Course Length	This course is a <b>one</b> year course. Delivered by Seton College, Mount Gravatt East in partnership with <b>Churchill Education (RTO No 31430)</b>																																
Vocational Units of Competency	<p><b>Learn about navigation skills; cycling skills (including off-road cycling) and bike maintenance; providing first aid, carrying out trip preparation and planning; maintaining sports, fitness and recreation facilities and equipment; bush tucker</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">UNIT CODE</th> <th style="text-align: left;">UNIT NAME</th> </tr> </thead> <tbody> <tr><td>BSBWOR203</td><td>Work effectively with others</td></tr> <tr><td>BSBCMM201</td><td>Communicate in the workplace</td></tr> <tr><td>HLTAID003</td><td>Provide first aid</td></tr> <tr><td>SITXFSA101</td><td>Use hygienic practices for food safety</td></tr> <tr><td>SISOOPS201A</td><td>Minimise environmental impact</td></tr> <tr><td>SISOCYT201A</td><td>Select, set up and maintain a bike</td></tr> <tr><td>SISOCYT202A</td><td>Demonstrate basic cycling skills</td></tr> <tr><td>SISOHS101A</td><td>Follow occupational health and safety policies</td></tr> <tr><td>SISIND101A</td><td>Work effectively in sport and recreation environment</td></tr> <tr><td>SISOODR201A</td><td>Assist in conducting outdoor recreation sessions</td></tr> <tr><td>SISXEMR201A</td><td>Respond to emergency situations</td></tr> <tr><td>SISFAC207</td><td>Maintain sport, fitness and recreation equipment for activities</td></tr> <tr><td>SISFAC208</td><td>Maintain sport, fitness and recreation facilities</td></tr> <tr><td>SITTGDE304</td><td>Prepare and present tour commentaries</td></tr> <tr><td>SITTGDE306</td><td>Research and share general information on Australian Indigenous cultures</td></tr> </tbody> </table> <p><i>This course is provided under VET in Schools Funding (VETis) and is equivalent to a Partnerships With Schools TAFE Program. You may only do <b>ONE</b> VET Funded course in Senior.</i></p>	UNIT CODE	UNIT NAME	BSBWOR203	Work effectively with others	BSBCMM201	Communicate in the workplace	HLTAID003	Provide first aid	SITXFSA101	Use hygienic practices for food safety	SISOOPS201A	Minimise environmental impact	SISOCYT201A	Select, set up and maintain a bike	SISOCYT202A	Demonstrate basic cycling skills	SISOHS101A	Follow occupational health and safety policies	SISIND101A	Work effectively in sport and recreation environment	SISOODR201A	Assist in conducting outdoor recreation sessions	SISXEMR201A	Respond to emergency situations	SISFAC207	Maintain sport, fitness and recreation equipment for activities	SISFAC208	Maintain sport, fitness and recreation facilities	SITTGDE304	Prepare and present tour commentaries	SITTGDE306	Research and share general information on Australian Indigenous cultures
UNIT CODE	UNIT NAME																																
BSBWOR203	Work effectively with others																																
BSBCMM201	Communicate in the workplace																																
HLTAID003	Provide first aid																																
SITXFSA101	Use hygienic practices for food safety																																
SISOOPS201A	Minimise environmental impact																																
SISOCYT201A	Select, set up and maintain a bike																																
SISOCYT202A	Demonstrate basic cycling skills																																
SISOHS101A	Follow occupational health and safety policies																																
SISIND101A	Work effectively in sport and recreation environment																																
SISOODR201A	Assist in conducting outdoor recreation sessions																																
SISXEMR201A	Respond to emergency situations																																
SISFAC207	Maintain sport, fitness and recreation equipment for activities																																
SISFAC208	Maintain sport, fitness and recreation facilities																																
SITTGDE304	Prepare and present tour commentaries																																
SITTGDE306	Research and share general information on Australian Indigenous cultures																																
This subject can articulate to these as well as other related industry areas	<p>This qualification provides the skills and knowledge to be competent in performing core skills in outdoor recreation environments and assisting with the conduct of a range of outdoor activities.</p> <p>Possible job titles include:          outdoor activity assistance; outdoor participant</p>																																
Assessment Requirements	Competency-based assessment is used in this subject. Assessment will take place through verbal questioning, completion of written tests or worksheets, completion of practical fitness activities and teacher observation.																																
Pre-Requisites/	Students should be undertaking English Communication in Year 11/12																																
Specialised Equipment Required																																	
Any further information	Students may be able to apply (via RPL processes) the course content towards TAFE courses in Fitness.																																
For more information please contact	Academic Leader – Vocational Education and Training (VET) Mrs Kathryn Flint <a href="mailto:kflint@bne.catholic.edu.au">kflint@bne.catholic.edu.au</a>																																

\*\* This course will be delivered as a VETis funded course. Information was correct at time of publication but is subject to change.

# 2018 PROGRAMS BY TRAINING CENTRE

## ACACIA RIDGE

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
CPC10111	Certificate I in Construction	3	TQST1801
CPC10111	Certificate I in Construction (Wet Trades)	3	TQST1801
AUR21516	Certificate II in Automotive Cylinder Head Reconditioning (Light or Heavy Vehicle)	4	TQST1801
UEE22011	Certificate II in Electrotechnology (Career Start)	4	TQST1801
MEM20413	Certificate II in Engineering Pathways	4	TQST1801
MSF20516	Certificate II in Furniture Making Pathways	4	TQST1801
52700WA	Certificate II in Plumbing	4	TQST1801

## ALEXANDRA HILLS

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
CPC10111	Certificate I in Construction	3	TQST1801
AUR21516	Certificate II in Automotive Cylinder Head Reconditioning (Light or Heavy Vehicle)	4	TQST1801
UEE22011	Certificate II in Electrotechnology (Career Start)	4	TQST1801
MEM20413	Certificate II in Engineering Pathways	4	TQST1801
HLT23215	Certificate II in Health Support Services	4	TQB1801
52700WA	Certificate II in Plumbing	4	TQST1801
SHB20116	Certificate II in Retail Cosmetics	4	TQB1801
SHB20216	Certificate II in Salon Assistant	4	TQB1801
SIS20115	Certificate II in Sport and Recreation	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801
SIS30315 / SIS20115	Certificate III in Fitness (incorporating Certificate II in Sport and Recreation)	12	TQB1801

## BRACKEN RIDGE

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
CPC10111	Certificate I in Construction	3	TQST1801
MST20616	Certificate II in Applied Fashion Design and Technology	4	TQB1801
AUR20416	Certificate II in Automotive Electrical Technology	4	TQST1801
UEE22011	Certificate II in Electrotechnology (Career Start)	4	TQST1801
MEM20413	Certificate II in Engineering Pathways	4	TQST1801
MSF20516	Certificate II in Furniture Making Pathways	4	TQST1801
SIT20416 / SIT20316	Certificate II in Hospitality (Food and Beverage) (incorporating Certificate II in Kitchen Operations (Cookery Skills))	8	TQB1801

Programs are subject to change and commencement is subject to sufficient student numbers.

## BRACKEN RIDGE (CONTINUED)

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
MSM20216	Certificate II in Manufacturing Technology (Fashion Production)	4	TQB1801
52700WA	Certificate II in Plumbing	4	TQST1801
SIS20115	Certificate II in Sport and Recreation	4	TQB1801
ICT20315	Certificate II in Telecommunications Technology (Networking)	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
SIS30115 / SIS20115	Certificate II in Sport and Recreation and Certificate III in Sport and Recreation (Coaching) (Dual Qualification)	12	TQB1801
CUA30715	Certificate II in Design Fundamentals (Graphics)	8	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801
SIS30315 / SIS20115	Certificate III in Fitness (Incorporating Certificate II in Sport and Recreation)	12	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Network Administration)	8	TQB1801
10283NAT	Certificate IV in Crime and Justice Studies	8	TQB1801

## CABOOLTURE

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
HLT23215	Certificate II in Health Support Services	4	TQB1801
SHB20116	Certificate II in Retail Cosmetics	4	TQB1801
SHB20216	Certificate II in Salon Assistant	4	TQB1801
AHC21216 / TLI21815	Certificate II in Rural Operations and Certificate II in Logistics (Dual Qualification)	8	TQB1801
SIS20115	Certificate II in Sport and Recreation	4	TQB1801
BSB30415	Certificate III in Business Administration	8	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801
SIS30315 / SIS20115	Certificate III In Fitness (Incorporating Certificate II In Sport And Recreation)	12	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology	8	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Network Administration)	8	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
10283NAT	Certificate IV in Crime and Justice Studies	8	TQB1801

## EAGLE FARM

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
UEE22011	Certificate II in Electrotechnology (Career Start)	4	TQST1801
MEM20413	Certificate II in Engineering Pathways	4	TQST1801
52700WA	Certificate II in Plumbing	4	TQST1801

## GROVELY

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
AHC21216	Certificate II in Rural Operations (Horticulture and Animal Studies Specialisation)	4	TQB1801
AHC21216	Certificate II in Rural Operations (Landscaping Specialisation)	4	TQB1801
AHC21216 / ACM20110	Certificate II in Rural Operations and Certificate II in Animal Studies (Dual Qualification)	8	TQB1801

Programs are subject to change and commencement is subject to sufficient student numbers.

## LOGANLEA

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
HLT23215	Certificate II in Health Support Services	4	TQB1801
SIT20416 / SIT20316	Certificate II in Hospitality (Food and Beverage) (incorporating Certificate II in Kitchen Operations (Cookery Skills))	8	TQB1801
SHB20116	Certificate II in Retail Cosmetics	4	TQB1801
AHC21216	Certificate II in Rural Operations (Horticulture and Animal Studies Specialisation)	4	TQB1801
AHC21216	Certificate II in Rural Operations (Landscaping Specialisation)	4	TQB1801
AHC21216 / TLI21815	Certificate II in Rural Operations and Certificate II in Logistics (Dual Qualification)	8	TQB1801
AHC21216 / ACM20110	Certificate II in Rural Operations and Certificate II in Animal Studies (Dual Qualification)	8	TQB1801
AHC21210 / AHC20416	Certificate II in Rural Operations and Certificate II in Horticulture (Dual Qualification)	8	TQB1801
SHB20216	Certificate II in Salon Assistant	4	TQB1801
ICT20315	Certificate II in Telecommunications Technology (Networking)	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
BSB30415	Certificate III in Business Administration	8	TQB1801
CUA30715	Certificate III in Design Fundamentals (Photo Imaging)	8	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801
ICT30115	Certificate III In Information, Digital Media and Technology	8	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Network Administration)	8	TQB1801
CUA31115	Certificate III in Visual Arts	8	TQB1801

## MT GRAVATT

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
SIT20416 / SIT20316	Certificate II in Hospitality (Food and Beverage) Incorporating Certificate II in Kitchen Operations (Cookery Skills)	8	TQB1801
MSM20216	Certificate II in Manufacturing Technology (Fashion Production)	4	TQB1801
SHB20116	Certificate II in Retail Cosmetics	4	TQB1801
AHC21216	Certificate II in Rural Operations (Horticulture and Animal Studies Specialisation)	4	TQB1801
AHC21216	Certificate II in Rural Operations (Landscaping Specialisation)	4	TQB1801
AHC21216 / ACM20110	Certificate II in Rural Operations and Certificate II in Animal Studies (Dual Qualification)	8	TQB1801
AHC21216 / AHC21616	Certificate II in Rural Operations and Certificate II in Landscaping (Dual Qualification)	8	TQB1801
ICT20315	Certificate II in Telecommunications Technology (Networking)	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology	8	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Network Administration)	8	TQB1801
CUA31015	Certificate III in Screen and Media (Film and TV)	8	TQB1801

## REDCLIFFE

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
SHB20116	Certificate II in Retail Cosmetics	4	TQB1801
SIS20115	Certificate II in Sport and Recreation	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801

Programs are subject to change and commencement is subject to sufficient student numbers.



## SOUTH BANK

CODE	PROGRAM NAME	QCE CREDITS	APPLICATION CODE
MST20616	Certificate II in Applied Fashion Design and Technology	4	TQB1801
22075VIC	Certificate II in Auslan	4	TQB1801
HLT23215	Certificate II in Health Support Services	4	TQB1801
SIT20316	Certificate II in Hospitality (Café and Barista)	4	TQB1801
SIT20316	Certificate II in Hospitality (Food and Beverage)	4	TQB1801
MSM20216	Certificate II in Manufacturing Technology (Fashion Production)	4	TQB1801
MSM20216	Certificate II in Manufacturing Technology (Soft Furnishing)	4	TQB1801
FDF20510	Certificate II in Retail Baking Assistance	4	TQB1801
MSL20116	Certificate II in Sampling and Measurement	4	TQB1801
SIS20115	Certificate II in Sport and Recreation	4	TQB1801
ICT20315	Certificate II in Telecommunications Technology (Networking)	4	TQB1801
SIT20116	Certificate II in Tourism	4	TQB1801
SIS30115 / SIS20115	Certificate II in Sport and Recreation and Certificate III in Sport and Recreation (Coaching) (Dual Qualification)	12	TQB1801
FNS30315	Certificate III in Accounts Administration	6	TQB1801
MST30816	Certificate III in Applied Fashion Design and Technology	8	TQB1801
SHB30115	Certificate III in Beauty Services	8	TQB1801
BSB30115 / SIT20116	Certificate III in Business (incorporating Certificate II in Tourism)	12	TQB1801
CUA30715	Certificate III in Design Fundamentals (Graphics)	8	TQB1801
CUA30715	Certificate III in Design Fundamentals (Photo Imaging)	8	TQB1801
CHC30113	Certificate III in Early Childhood Education and Care	8	TQB1801
SIT30516 / SIT20116	Certificate III in Events (incorporating Certificate II in Tourism)	12	TQB1801
SIS30315 / SIS20115	Certificate III in Fitness (incorporating Certificate II in Sport and Recreation)	12	TQB1801
SIT30616 / SIT20316	Certificate III in Hospitality (Hotel Reception) (incorporating Certificate II in Hospitality)	12	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology	8	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Network Administration)	8	TQB1801
ICT30115	Certificate III in Information, Digital Media and Technology (Website Technology)	8	TQB1801
SHB30215	Certificate III in Make-up	8	TQB1801
CUA31015	Certificate III in Screen and Media (Multimedia)	8	TQB1801
BSB30315	Certificate III in Micro Business Operations	8	TQB1801
CUA30915	Certificate III in Music Industry (Music Business)	8	TQB1801
CUA30915	Certificate III in Music Industry (Music Performance)	8	TQB1801
CUA31115	Certificate III in Visual Arts	8	TQB1801
10283NAT	Certificate IV in Crime and Justice Studies	8	TQB1801

Programs are subject to change and commencement is subject to sufficient student numbers.



# YEAR 11 in 2018 SUBJECT SELECTION FORM

Student Name:

You must number 1, 2 and 3 in each section.

- (1) Is the subject from the section you would most wish to study
- (2) Is your second choice
- (3) Is your third choice.

Number of return:

Note: Year 12s have preference in enrolment into classes.

## SECTION 1

SUBJECT	Duration	QCE Points	1,2
Certificate I Agrifoods	1 year	2	
Certificate I Business	1 year	2	
Certificate II Business	1 year	4	
Community Studies	1 year	0	
Creative Textiles	1 year	0	
Independent Living	1 year	2	
Introduction to Trade Skills	1 year	0	
Furnishing Skills (Formally known as Manufacturing)	2 years	4 SAS	
Recreation	2 years	4 SAS	

## SECTION 2

SUBJECT	Duration	QCE Points	1,2
Certificate II Hospitality/Certificate II Tourism <i>VET FUNDED</i>	1 year	4 per certificate	
Certificate I Information, Digital Media and Technology	1 year	2	
Certificate II Retail	1 year	4	
Recreation	2 years	4 SAS	
Science in Practice	2 years	4 SAS	
Visual Art	1 year	0	
Workshop Skills	1 year	0	

## SECTION 3

SUBJECT	Duration	QCE Points	1,2
Certificate II Active Volunteering	1 year	4	
Certificate II Outdoor Recreation (New in 2018) <i>VET FUNDED</i>	1 year	4	
Drama	1 year	0	
Live Smart	1 year	0	
Furnishing Skills (formally known as Manufacturing)	2 years	4 SAS	
Microsoft Office Enrichment Program	1 or 2 years	Up to 5	
Outdoor Gardening	1 year	0	
Religion and Ethics	2 years	4 SAS	
Visual Art	1 year	0	

DRAFT

Parent/Carer Name:

Signature:

Date: / /2017

