VET delivered to secondary students
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Contacts

General enquiries/course information
☎ 1300 300 822
✉ enquiry@nmtafe.wa.edu.au
[url]northmetrotafe.wa.edu.au[/url]

Postal address
✉ North Metropolitan TAFE
Locked Bag 6, Northbridge
Western Australia 6865

Please note: All course information is correct at time of printing. For the most up to date information on all courses and study options, go to northmetrotafe.wa.edu.au.

* As part of our Disability Access and Inclusion Plan, this document is available in alternative formats upon request, including electronic format (USB, CD, emailed) hardcopy (standard and large print) audio format and on the North Metropolitan TAFE website.
What is VET Delivered to Secondary Students?

Vocational Education and Training (VET) Delivered to Secondary Students is a program delivered to school students as part of the Western Australian Certificate of Education.

The courses on the following pages have been specifically chosen to provide you with clear career pathways after high school. They will give you practical skills and an understanding of what to expect from the workplace and, once completed, may provide credits towards other nationally recognised qualifications, or lead to employment.

Students enrolled in a VET Delivered to Secondary Students course attend a North Metropolitan TAFE campus one or two days per week.

North Metropolitan TAFE offers a range of courses and apprenticeships as part of our VET Delivered to Secondary Students programs.

**VET Delivered to Secondary Students courses allow you to:**

- Develop industry specific skills
- Gain nationally recognised VET qualifications and units of competency while completing your Western Australian Certificate of Education
- Develop employability skills
- Gain an understanding of the world of work, providing you with valuable experience to assist with planning and pursuing your career pathways

**How to apply for a VET Delivered to Secondary Students program**

North Metropolitan TAFE offers VET Delivered to Secondary Students courses to all secondary school students throughout the Perth metropolitan area.

You must be completing Year 11 or 12 in 2019 to be eligible to apply.

Applications must be made online through the North Metropolitan TAFE website at: [www.northmetrotafe.wa.edu.au/forms/2019-vetis-online-application](http://www.northmetrotafe.wa.edu.au/forms/2019-vetis-online-application)

**Applications for 2019 open Monday 16 July and close Friday 31 August 2018.**

Our VET Delivered to Secondary Students courses are extremely competitive, therefore it is recommended you provide as much evidence as possible to support your application. These documents must be uploaded when applying through our online application system.

To complete the application you will need:

- School Curriculum and Standards Authority (SCSA) number. This can be found on your school report or speak with your school’s VET Coordinator
- Unique Student Identifier (USI) number. If you have not already created the USI then you will need to visit this website first [www.usi.gov.au/students/create-your-USI](http://www.usi.gov.au/students/create-your-USI)
- Most recent school report in an electronic format ie PDF (‘C’ grade or above in mathematics and English is preferred but all applications will be considered)
- Parent/guardian email address and mobile phone number
- Additional supporting information such as:
  - Resume (if you have done any paid or volunteer work)
  - References
  - Certificates (leadership, sporting, first aid etc.)

The school will be asked to endorse and support the application before the selection program begins. For more information, please contact your school VET coordinator.

**Fees and charges**

Secondary school students undertaking VET courses as part of their secondary education including pre-apprenticeships in schools (PAIS) courses are exempt from tuition, resource and enrolment fees. However depending on the chosen course students may be required to purchase a uniform, protective equipment, text books or trade equipment/tools.

For further information regarding our VET Delivered to Secondary Students program, please contact:

E vetinschools@nmtafe.wa.edu.au

Please be aware that delivery of these courses is subject to sufficient enrolment numbers and contingent on the support of the Department of Training and Workforce Development and although we do not anticipate (at this stage) any changes, we will not be able to confirm that these courses will run until late in 2018.
General Information

North Metropolitan TAFE is the premier training organisation servicing the inner city and northern metropolitan area of Perth, with campuses in Northbridge, Mount Lawley, Leederville, East Perth, Nedlands, Joondalup, Clarkson, Balga and Midland.

Attending a VET Delivered to Secondary Students course

You are responsible for your own transport arrangements to and from the North Metropolitan TAFE campuses and training centres.

You are also responsible for ensuring that you attend all scheduled classes, including those that may occur on a school designated pupil free day. Attendance will be recorded and any absences are reported to the school. The school’s VET Coordinator will be contacted to discuss the appropriateness of a student continuing if there are repeated absences.

You are required to inform your lecturer in advance if you will be absent from any scheduled classes. Poor attendance may mean withdrawal from the course.

Work experience

Some courses may involve work practice/experience to support the learning program. Under each course you will find details of any work practice requirements. You will be required to document work practice hours and provide your lecturer with a copy. You will be responsible for arranging your own transport to and from the workplace.

What you will need to bring

Under each course you will find a list of items that you will need to bring with you to complete the course.

What you will need to wear

You are not required to wear your school uniform when on campus but you are expected to dress appropriately. Where special or protective clothing and/or footwear is required, it must be worn without exception. If you forget to bring protective clothing you will be excluded from the campus workshops/classes and your school will be informed.
Campuses

Balga

Since its inception, our Balga campus has developed into a major centre for building and construction training across a range of areas, specialising in builder registration qualifications, bricklaying, plumbing, stonemasonry and wall and floor tiling, to name just a few. The contemporary equipment provides you with a competitive edge in the training arena and ensures you will continue to receive industry-relevant training.

We also provide training in areas such as community services, business and business administration, computing and information technology and hairdressing.

Clarkson

This state of the art facility focuses on VET Delivered to Secondary Students programs and pre-apprenticeship training for the northern corridor and is accessible via bus service from Clarkson train station.

Our Clarkson campus offers training programs in bricklaying, plastering, tiling, carpentry, joinery, metal fabrication and electrical trades.

The design includes dedicated training workshops and open spaces for each trade. It delivers trades training in a real world environment to ensure you have exposure to different disciplines and learn to work collaboratively on projects.

East Perth

Located close to cafes, shops and public transport, including the free CAT buses, the East Perth campus is a Resources Industry precinct and offers programs in sustainability, building and construction, mining, surveying and science and technology.

Other programs also located at East Perth include digital content, science, resources and environmental, IT and networking.

Joondalup (Kendrew)

Our campus located in Kendrew Crescent enjoys a tranquil lakeside location in the heart of Joondalup, one of the fastest growing regions in Western Australia.

It is only a short walk from Joondalup’s rapidly growing central business district, Lakeside Shopping Centre and Joondalup Bus/Train Station, connecting you to Perth in less than 25 minutes.

Joondalup (McLarty)

This Health and Wellness Training campus features an $11 million simulation hospital which gives students an understanding of what it’s like to work in a live hospital environment; as well as two lecture theatres and a fully operational training gym for fitness students to develop their personal training skills.

Leederville

The Leederville campus is located in the vibrant, inner-city suburb minutes away from the Perth city centre, close to cafés, restaurants, shops, recreation facilities and public transport.

Leederville houses the Community Learning Centre, the centrepiece for our human services precinct, providing training in a range of programs including community services, children’s services, aged care, disability services, youth work and mental health.

Also known for its focus on music, the campus houses an industry standard professional recording studio and live performance venue with full staging, lighting and sound production.

Midland

Our Midland campus, surrounded by the Blackadder and Woodbridge creeks, is located in the Swan Valley region. At Midland, our courses focus on trades including automotive, metals, carpentry and joinery.

Other courses include business and finance, education and childcare, computing, and adult literacy.

Horticulture and land management are also offered with students having access to an operational nursery and a conservation and land management site.

Mount Lawley

Mount Lawley campus is conveniently located near the Beaufort Street cafe strip and close to public transport.

The campus is known for its focus on health services, and houses a simulated hospital learning environment.
Perth (Northbridge)

The vibrant Perth campus is located in the centre of the cultural area of Northbridge and close to the heart of the city. Perth comprises of five main buildings, each with excellent facilities that are all located in and around Aberdeen Street, just off William Street. Known as the Knowledge Industries Precinct, the campus houses centres of specialisation in Building and Engineering, Creative Industries, Travel and Tourism and English Language and other languages. The building at 30 Aberdeen Street houses training portfolios for the key skill areas of engineering, architecture design and building, and programs for the lifestyle industries including high tech massage and beauty therapy treatment rooms.

Locations

Balga
18 Loxwood Road, Balga

Clarkson
6 Harmony Avenue, Clarkson

East Perth
140 Royal Street, East Perth

Joondalup
35 Kendrew Crescent, Joondalup
63 McLarty Avenue, Joondalup

Leederville
Corner of Richmond and Oxford Street, Leederville

Midland
Corner of Lloyd Street and Eddie Barron Drive, Midland

Mount Lawley
Corner of Lord and Harold Streets, Mount Lawley

Perth (Northbridge)
12 Aberdeen Street, Northbridge
19 Aberdeen Street, Northbridge
25 Aberdeen Street, Northbridge
30 Aberdeen Street, Northbridge
133 Newcastle Street, Northbridge

Please note that 52824WA Certificate II in Building and Construction (Pathway - Trades) is also offered at the Girrawheen Trade Training Centre, Girrawheen Senior High School, 39 Calvert Way, Girrawheen, 6064.
Courses

The following courses have been selected by the College to offer secondary school students both a breadth in choice and a clear pathway into post-school training options that provide strong future employment opportunities.

<table>
<thead>
<tr>
<th>National code and course name</th>
<th>Campus</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td></td>
</tr>
<tr>
<td>FNS30315 Certificate III in Accounts Administration</td>
<td>Perth</td>
</tr>
<tr>
<td>Automotive</td>
<td></td>
</tr>
<tr>
<td>AUR20516 Certificate II in Automotive Servicing Technology</td>
<td>Midland</td>
</tr>
<tr>
<td>(Pre-Apprenticeship Vehicle Servicing - Light)</td>
<td></td>
</tr>
<tr>
<td>AUR20716 Certificate II in Automotive Vocational Preparation</td>
<td>Midland</td>
</tr>
<tr>
<td>Beauty Therapy</td>
<td></td>
</tr>
<tr>
<td>SHB30215 Certificate III in Make-Up</td>
<td>Joondalup, Perth, Midland</td>
</tr>
<tr>
<td>Building and Construction</td>
<td></td>
</tr>
<tr>
<td>52824WA Certificate II in Building and Construction (Carpentry)</td>
<td>Clarkson, Midland</td>
</tr>
<tr>
<td>52825WA Certificate II in Building and Construction (Pathway - Para Professional)</td>
<td>Perth</td>
</tr>
<tr>
<td>52824WA Certificate II in Building and Construction (Pathway - Trades)</td>
<td>Balga, Clarkson, Midland, Girrawheen</td>
</tr>
<tr>
<td>MSF20313 Certificate II in Furniture Making (Cabinet Making / Furniture Making Pre-Apprenticeship)</td>
<td>Balga</td>
</tr>
<tr>
<td>Business</td>
<td></td>
</tr>
<tr>
<td>BSB31015 Certificate III in Business Administration (Legal)</td>
<td>Perth</td>
</tr>
<tr>
<td>BSB31115 Certificate III in Business Administration (Medical)</td>
<td>Perth, Midland</td>
</tr>
<tr>
<td>Community Services</td>
<td></td>
</tr>
<tr>
<td>CHC22015 Certificate II in Community Services</td>
<td>Joondalup, Leederville, Midland</td>
</tr>
<tr>
<td>Early Childhood Education and Care</td>
<td></td>
</tr>
<tr>
<td>CHC30113 Certificate III in Early Childhood Education and Care</td>
<td>Leederville</td>
</tr>
<tr>
<td>Education Services</td>
<td></td>
</tr>
<tr>
<td>CHC30213 Certificate III in Education Support</td>
<td>Leederville</td>
</tr>
<tr>
<td>Electrical and Electrotechnology</td>
<td></td>
</tr>
<tr>
<td>UEE20511 Certificate II in Computer Assembly and Repair</td>
<td>Clarkson, Midland</td>
</tr>
<tr>
<td>UEE22011 Certificate II in Electrotechnology (Career Start)</td>
<td>Clarkson</td>
</tr>
<tr>
<td>UEE21911 Certificate II in Electronics</td>
<td>Clarkson</td>
</tr>
<tr>
<td>Engineering</td>
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<tr>
<td>MEM30505 Certificate III in Engineering - Technical</td>
<td>Perth</td>
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<tr>
<td>MEM20105 Certificate II in Engineering (Heavy Fabrication Pre-Apprenticeship)</td>
<td>Clarkson, Midland</td>
</tr>
<tr>
<td>MEM20105 Certificate II in Engineering (Mechanical Fitter and Machinist Pre-Apprenticeship)</td>
<td>Midland</td>
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<tr>
<td>Events</td>
<td></td>
</tr>
<tr>
<td>SIT30516 Certificate III in Events</td>
<td>Joondalup, Perth</td>
</tr>
<tr>
<td>National code and course name</td>
<td>Campus</td>
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</tr>
<tr>
<td><strong>General IT</strong></td>
<td></td>
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<tr>
<td>ICT30115 Certificate III in Information, Digital Media and Technology (Web Based Technologies)</td>
<td>Perth, Joondalup</td>
</tr>
<tr>
<td>ICT30115 Certificate III in Information, Digital Media and Technology (Network Administration)</td>
<td>Joondalup, East Perth</td>
</tr>
<tr>
<td>ICT30115 Certificate III in Information, Digital Media and Technology (Cyber Security)</td>
<td>Joondalup</td>
</tr>
<tr>
<td><strong>Health Services</strong></td>
<td></td>
</tr>
<tr>
<td>HLT36015 Certificate III in Population Health</td>
<td>Mount Lawley, Joondalup, Midland</td>
</tr>
<tr>
<td><strong>Horticulture and Conservation</strong></td>
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</tr>
<tr>
<td>AHC20416 Certificate II in Horticulture</td>
<td>Joondalup</td>
</tr>
<tr>
<td>AHC21016 Certificate II in Conservation and Land Management</td>
<td>Joondalup</td>
</tr>
<tr>
<td><strong>Hospitality</strong></td>
<td></td>
</tr>
<tr>
<td>SIT20416 Certificate II in Kitchen Operations</td>
<td>Joondalup</td>
</tr>
<tr>
<td><strong>Laboratory Skills</strong></td>
<td></td>
</tr>
<tr>
<td>MSL20116 Certificate II in Sampling and Measurement</td>
<td>East Perth</td>
</tr>
<tr>
<td><strong>Plumbing</strong></td>
<td></td>
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<tr>
<td>52700WA Certificate II in Plumbing</td>
<td>Clarkson</td>
</tr>
<tr>
<td><strong>Retail Services</strong></td>
<td></td>
</tr>
<tr>
<td>SIR20216 Certificate II in Retail Services</td>
<td>Leederville</td>
</tr>
<tr>
<td><strong>Tourism</strong></td>
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<tr>
<td>SIT30116 Certificate III in Tourism</td>
<td>Perth</td>
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</tbody>
</table>
Accounting

FNS30315 | Certificate III in Accounts Administration

Year 11 start – 2 year duration | Year 12 start - 1 year duration

This course is ideal if you are comfortable working with numbers and financial concepts or have good problem solving and analytical skills. It will introduce you to basic accounting skills and terminology and prepares you for a role as an accounts clerk.

You will learn to how to complete clerical tasks such as recording and creating summaries of an organisations’ financial transactions, processing journal entries, completing payroll and bank receipts and preparing, processing and maintaining financial records.

If you have an eye for figures, can think on your feet, and enjoy working with others, then this is an excellent qualification to launch you towards a highly successful and rewarding career.

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<thead>
<tr>
<th>Qualification Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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<tbody>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Perth</td>
</tr>
<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Perth</td>
</tr>
</tbody>
</table>

Additional incidental costs

You will be required to purchase text books, more information will be given on the first day.

You must bring/wear:
- Notebook and pens
- Personal device (optional)
- Calculator

Job outcomes

Successful completion of this qualification provides you with the opportunity to become a Payroll, Cost and Accounts Clerk.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

FNS40217 Certificate IV in Accounting and Bookkeeping

Work practice

Not applicable
Automotive

AUR20516 | Certificate II in Automotive Servicing Technology (Pre-Apprenticeship Vehicle Servicing - Light)

Year 11 or 12 start - 1 year duration

The Certificate II in Automotive Servicing Technology will teach you about servicing on light engines such as cars using and maintaining testing and measuring devices, using and maintaining tools and equipment, workplace safety and more.

Automotive students at North Metropolitan TAFE enjoy access to an array of up to date automotive repair and diagnostic equipment and specialised workrooms and workshops.

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<tr>
<td>1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Midland</td>
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</table>

Additional incidental costs

You may be required to purchase text books, more information will be given on the first day

You must bring/wear:

- Personal Protective Equipment - approved safety boots, safety glasses, long cotton work wear trousers and a cotton collared shirt
- Pens, pencils and an A4 folder

Work practice

In addition to attending classes you will be required to undertake a work placement (work experience).

This work placement will be conducted outside the training institution within the automotive industry and will occur during term 4.

All students need to complete 182 hours of work placement. This will consist of a combination of simulated work experience (workshop activities at the training institute) and industry placement.

A minimum of 120 hours of industry placement will be required (3 weeks).

The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

- Apprentice Light Vehicle Automotive Service and Repair Technician

Successful completion of this qualification provides you with the opportunity to become an apprentice in the automotive industry, but you need to be registered with The Apprenticeship Office and employed.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

Pathways include but are not limited to:

AUR30616 Certificate III Light Vehicle Mechanical Technology

AUR30316 Certificate III in Automotive Electrical Technology

Automotive

AUR20516 | Certificate II in Automotive Servicing Technology (Pre-Apprenticeship Vehicle Servicing - Light)

Year 11 or 12 start - 1 year duration

The Certificate II in Automotive Servicing Technology will teach you about servicing on light engines such as cars using and maintaining testing and measuring devices, using and maintaining tools and equipment, workplace safety and more.

Automotive students at North Metropolitan TAFE enjoy access to an array of up to date automotive repair and diagnostic equipment and specialised workrooms and workshops.

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<td>Midland</td>
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Additional incidental costs

You may be required to purchase text books, more information will be given on the first day

You must bring/wear:

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- Pens, pencils and an A4 folder

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In addition to attending classes you will be required to undertake a work placement (work experience).

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All students need to complete 182 hours of work placement. This will consist of a combination of simulated work experience (workshop activities at the training institute) and industry placement.

A minimum of 120 hours of industry placement will be required (3 weeks).

The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

- Apprentice Light Vehicle Automotive Service and Repair Technician

Successful completion of this qualification provides you with the opportunity to become an apprentice in the automotive industry, but you need to be registered with The Apprenticeship Office and employed.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

Pathways include but are not limited to:

AUR30616 Certificate III Light Vehicle Mechanical Technology

AUR30316 Certificate III in Automotive Electrical Technology
Automotive

AUR20716 | Certificate II in Automotive Vocational Preparation

Year 11 or 12 start - 1 year duration

The Certificate II in Automotive Vocational Preparation will teach you about servicing light engines such as cars, using and maintaining testing and measuring devices, using and maintaining tools and equipment, workplace safety and more.

As an automotive student at North Metro TAFE you will enjoy access to an array of up to date automotive repair and diagnostic equipment and specialised workrooms and workshops.

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<tbody>
<tr>
<td>1 year (3 terms)</td>
<td>Thursday or Friday</td>
<td>Midland</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Personal Protective Equipment - steel cap work boots, safety glasses, long cotton work wear trousers and a cotton collared shirt
- Pens, pencils and an A4 folder

Work practice

Not applicable, however work experience placements are recommended.

The work placement must be initiated by you in partnership with your School.

Job outcomes

Gaining entry into a Pre Apprenticeship course or employment as an automotive apprentice.

To become an apprentice you need to be registered with The Apprenticeship Office and employed.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

Pathways include but are not limited to:

AUR20516 Certificate II in Automotive Servicing Technology
AUR30616 Certificate III Light Vehicle Mechanical Technology
AUR20416 Certificate II in Automotive Electrical Technology
AUR30316 Certificate III in Automotive Electrical Technology
SHB30215 | Certificate III in Make-Up

Year 11 start – 2 year duration

Are you ready to make the world beautiful? If you are passionate about the exciting world of make-up and would like to work in make-up studios, cosmetic retail, fashion and media set or photography studios then this course could be the perfect one for you.

You’ll gain the artistic techniques and also the business skills needed to:

- Start your own make up artistry business
- Work in a retail environment
- Work in fashion (as a runway specialist)
- Work in photography (covering bridal and fashion)
- Work in the film and television industry

You will also acquire the latest airbrushing techniques, an advanced skill being taught as part of this creative and artistic make-up qualification at North Metropolitan TAFE. Relationships with both clients and industry are important and these aspects will be covered in your course with a focus on live salon works and engagement with industry professionals such as photographers.

### Qualification Duration

<table>
<thead>
<tr>
<th>Qualification Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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</thead>
<tbody>
<tr>
<td>2 years (6 terms)</td>
<td>Thursday or Friday</td>
<td>Joondalup (McLarty), Perth, Midland</td>
</tr>
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</table>

### Additional incidental costs

Extra resources, approximately $300.00

### You must bring/wear:

More information will be given about specific requirements on the first day.

- Makeup brush Set
- 1 unfitted sheet for the bed
- 1 towel for the bed which can also be used during make-up for the layout of products
- 1 gown for tanning (modesty)
- 1 headband for brow waxing
- Stationery - pen, notepad, file
- Outfit - wide straight black pants, black T-shirt (covering whole body), flat black enclosed footwear.

### Work practice

You will be expected to perform practical skills in our Live Works clinic on campus.

### Job outcomes

- Professional Make-up Artist
- Freelance Make-up Artist
- Cosmetic Retail Assistant

For information about jobs and pathways, please see joboutlook.gov.au

### Pathways

- SHB30115 Certificate III in Beauty
- SHB50115 Diploma of Beauty Therapy
**Building and Construction**

**52824WA | Certificate II in Building and Construction (Carpentry)**

**Year 11 start – 2 year duration**

Do you have a building desire to work with wood? When you complete this Certificate II in Building and Construction pre-apprenticeship you’ll be what employers are looking for as an apprentice carpenter and joiner.

Many employers now prefer apprenticeship applicants to have completed a pre-apprenticeship and this course will give you the skills, knowledge and behaviours to prepare you and make you more competitive when applying for apprenticeship positions. It will give you a better chance of gaining an apprenticeship and a flying start in learning a trade.

You will learn to use manual and power tools; construct wall frames; install flooring; interpret plans; measure and calculate the right amount of materials for the job; work with scaffolding safely at heights; and workplace health and safety.

<table>
<thead>
<tr>
<th>Qualification Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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<tbody>
<tr>
<td>2 years (7 terms)</td>
<td>Thursday</td>
<td>Clarkson, Midland</td>
</tr>
</tbody>
</table>

**Additional incidental costs**

Not applicable

**You must bring/wear:**

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants or shorts, ear protection
- Tape measure, HB pencils, notepad

**Work practice**

In addition to attending classes you will be required to undertake 220 hours of work placement outside of class time.

The work placement must be initiated by you in partnership with your School.

**Job outcomes**

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

**Pathways**

- CPC30111 Certificate III in Bricklaying/Blocklaying (Apprenticeship)
- CPC31011 Certificate III in Solid Plastering (Apprenticeship)
- CPC31311 Certificate III in Wall and Floor Tiling (Apprenticeship)
- CPC31211 Certificate III in Wall and Ceiling Fixing (Apprenticeship)
- CPC32011 Certificate III in Carpentry and Joinery
- CPC30611 Certificate III in Painting and Decorating
- CPC30313 Certificate III in Concreting
Building and Construction

52825WA  |  Certificate II in Building and Construction (Pathway - Para Professional)

Year 11 start – 2 year duration

This program will allow you to gain knowledge in non-trade job roles available in the building industry, such as estimating, drafting (computer aided drafting), sustainability, construction materials and methods. It includes work placement in a construction office environment. Once completed you could then work in a traineeship, or continue training in a VET pathway, shown below.

<table>
<thead>
<tr>
<th>Qualification</th>
<th>Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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<tbody>
<tr>
<td>52825WA</td>
<td>Certificate II in Building and Construction (Pathway - Para Professional)</td>
<td>2 years (7 terms)</td>
<td>Thursday</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- USB Drive
- Writing pad and pen
- Casual but neat attire
- Closed footwear

Work practice

In addition to attending classes you will be required to undertake 110 hours (55 hours in Year 11 + 55 hours in Year 12) of work placement outside of class time. The work placement must be initiated by you in partnership with your School.

Job outcomes

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

Pathways

- 52757WA Certificate IV in Residential Building Drafting
- CPC40308 Certificate IV in Building and Construction (Estimating)
- CPC40508 Certificate IV in Building and Construction (Site Management)
- CPC40110 Certificate IV in Building and Construction (Building)
- CPC50210 Diploma of Building and Construction (Building)
Building and Construction

52824WA  |  Certificate II in Building and Construction (Pathway - Trades)

Year 11 start – 2 year duration

This is an entry-level course where you will complete the common core units shared with a group of seven construction trades. You will get a taste of the following four trade through ‘hands on’ project activities.

- Bricklaying/Blocklaying
- Solid Plastering
- Wall and Floor Tiling
- Wall and Ceiling Lining

This course will introduce you to the construction industry – its culture, occupations, job roles and workplace expectations. You will learn to apply OHS requirements; carry out measurements and calculations; communicate in the workplace; plan and organise work; read and interpret plans and specifications; and work effectively, sustainably and safely in the construction industry.

In the four trades of Bricklaying/Blocklaying; Solid Plastering; Wall and Floor Tiling; and Wall and Ceiling Lining, you will learn to carry out concreting to simple forms; apply basic levelling procedures; erect and dismantle restricted height scaffolding; cut and fix paper faced cornices; erect and dismantle trestle and plank systems; and work safely on scaffolding higher than two meters.

In addition to the above four trade areas, this qualification will also give you credits in the trades of Painting and Decorating, Carpentry and Joinery, and Concreting.

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<tr>
<td>2 years (7 terms)</td>
<td>Thursday</td>
<td>Balga, Clarkson, Girrawheen, Midland</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants or shorts, ear protection
- Tape measure, HB pencils, notepad

Work practice

In addition to attending classes you will be required to undertake 220 hours of work placement outside of class time. The work placement must be initiated by you in partnership with your School.

Job outcomes

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

- CPC30111 Certificate III in Bricklaying/Blocklaying (Apprenticeship)
- CPC31011 Certificate III in Solid Plastering (Apprenticeship)
- CPC31311 Certificate III in Wall and Floor Tiling (Apprenticeship)
- CPC31211 Certificate III in Wall and Ceiling Fixing (Apprenticeship)
- CPC32011 Certificate III in Carpentry and Joinery
- CPC30611 Certificate III in Painting and Decorating
- CPC30313 Certificate III in Concreting
Building and Construction

**MSF20313 | Certificate II in Furniture Making (Cabinet Making / Furniture Making Pre-Apprenticeship)**

**Year 11 start – 2 year duration**

When you complete the Certificate II in Furniture Making (Cabinet Making/Furniture Making Pre-Apprenticeship) you’ll be what employers are looking for as an apprentice furniture maker or cabinet maker. You will gain the knowledge and skills to work effectively in the furnishing industry, using hand and power tools, preparing surfaces, interpreting plans, measuring, calculating the right amount of materials for the job, and workplace health and safety.

Cabinet makers work from plans or drawings to make home and office furniture, as well as make built-in cupboards and fixtures for new homes and shops. Furniture Making concentrates on the production of solid and free standing furniture.

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<tr>
<td>2 years (7 terms)</td>
<td>Thursday</td>
<td>Balga</td>
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</table>

**Additional incidental costs**

Not applicable

**You must bring/wear:**

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants, ear protection
- Tape measure, HB pencils, notepad

**Work practice**

In addition to attending classes you will be required to undertake 220 hours of work placement outside of class time. The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

**Job outcomes**

- Apprentice Furniture Maker, Apprentice Cabinet Maker

Successful completion of this qualification provides you with the opportunity to become an apprentice in the furniture making industry, but you need to be registered with The Apprenticeship Office and employed.

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

**Pathways**

MSF31113 Certificate III in Cabinet Making (Apprenticeship)
Business

BSB31015 | Certificate III in Business Administration (Legal)

Year 11 start – 2 year duration | Year 12 start - 1 year duration

This course will provide you with a basic insight into the legal system and the use of legal terminology to complete tasks ethically.

This course is taught by legal professionals and covers confidentiality and security issues, legal terminology, searching the public record, producing business documents and knowledge of the legal system.

### Qualification Duration

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<th>Campus</th>
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<tbody>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Perth</td>
</tr>
<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Perth</td>
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</table>

### Additional incidental costs

You will be required to purchase text books, more information will be given on the first day.

### You must bring/wear:

- Notebook and pens
- Personal device (optional)
- USB

### Work practice

Not Applicable

### Job outcomes

- Legal Receptionist
- Receptionist
- Front Desk
- Support Staff to a legal practitioner in public or private enterprises

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

### Pathways

BSB42215 Certificate IV in Legal Services
Business

BSB31115 | Certificate III in Business Administration (Medical)

Year 11 start – 2 year duration | Year 12 start - 1 year duration

This qualification reflects the role of individuals who apply a broad range of competencies in various medical administration contexts. They may exercise discretion and judgement using appropriate knowledge to provide technical advice and support to a team.

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<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Perth, Midland</td>
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<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Perth, Midland</td>
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</tbody>
</table>

Additional incidental costs

You will be required to purchase text books, more information will be given on the first day.

You must bring/wear:

- Notebook and pens
- Personal device (optional)
- USB

Work practice

Not applicable

Job outcomes

- Medical Receptionist
- Medical Records Clerk
- Medical Secretary

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

BSB40515 Certificate IV in Business Administration
Community Services

CHC22015 | Certificate II in Community Services

Year 11 or 12 start – 1 year duration

Begin your journey towards a rewarding career in community services, children’s services, teacher’s assistant, disability work or youth work.

Imagine being able to make a difference to people’s lives every day you work. This course will give you the practical skills, theoretical knowledge and confidence to continue study and gain employment across the community services sector.

You will learn foundation skills in communication, preparing for work in community services, health and safety and working with others. You can put these skills into practice. This will help you expand your knowledge and understanding in various community services areas.

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<tbody>
<tr>
<td>1 year (3 terms)</td>
<td>Thursday or Friday</td>
<td>Joondalup (Kendrew), Leederville, Midland</td>
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</table>

Additional incidental costs

You may be required to purchase text books, more information will be given on the first day.

Additional material cost - approximately $40

You must bring/wear:

- Stationery, notebook/lecture pad
- USB

Work practice

In addition to attending classes you will be required to undertake 20 hours of work placement. This will be during Term 4 of program and on the same scheduled day as classes. The work placement must be initiated by you in partnership with your School.

Job outcomes

Completing a Certificate III qualification is highly recommended to pursue a career in your chosen field.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

Completion of this course will give you entry into Certificate III qualifications in Community Services, Education, and Children’s Services such as:

- CHC32015 Certificate III in Community Services
- CHC30113 Certificate III in Early Childhood Education and Care
- CHC30213 Certificate III in Education Support
CHC30113 | Certificate III in Early Childhood Education and Care

Year 11 start – 2 year duration | Year 12 start - 1 year duration

If you have a genuine interest and passion for the care and education of children up to the age of five then this expanding industry is for you. Our qualification will ensure you meet the high standards of education and care of children the industry demands. You’ll learn how to interact and foster the development of children while working within legal requirements and ensuring the children’s health and safety are not at risk.

As part of this course you’ll undertake a supervised work placement where you get to use the skills and knowledge you’ve learned. You will need to obtain a Working with Children Check, a Federal Police Clearance and medical clearance before attending work placement. Under 18 students will be required to obtain a Federal Police Clearance and a medical clearance. You will work closely with children from different backgrounds and cultures, and provide care and support for them in various child care situations.

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<tr>
<td>Yr 11 - 2 years (7 terms)</td>
<td>Friday</td>
<td>Leederville</td>
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<tr>
<td>Yr 12 - 1 year (3.5 terms)</td>
<td>Thursday and Friday</td>
<td>Leederville</td>
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Additional incidental costs

You will be required to purchase text books, more information will be given on the first day.

You must bring/wear:

- Closed in shoes
- Pencil case with stationery supplies - scissors, ruler, eraser, pens, pencils, coloured texters and pencils
- File with file dividers and lined paper for note taking
- USB

Work practice

In addition to attending classes you will be required to undertake a work placement. Students need to complete 25 days placement over the duration of your course.

This can be undertaken one day a week or in block weeks depending on the school/student timetable. Block weeks are normally undertaken in the exam weeks.

The work placement must be initiated by you in partnership with your School.

Job outcomes

Successful completion of this qualification provides you with the opportunity to become an educator at an Early Learning Centre or community organization such as a Supported Playgroup.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

CHC40113 Certificate IV in School Age Education and Care
CHC50113 Diploma in Early Childhood Education and Care
Education Services

CHC30213 | Certificate III in Education Support

Year 11 start - 2 year duration | Year 12 start - 1 year duration

In this course you will develop the skills and knowledge to assist the teaching staff in schools and provide care and supervision for children from kindergarten to Year 12.

This course will provide you with a customised program in learning support to prepare you for roles such as education assistant.

You will learn how to implement planned education programs, assist students in their learning and development, contribute to the safety and health of students and support students with additional needs. You will also learn how to work effectively with culturally diverse students and colleagues.

As part of this qualification you will undertake a supervised work placement where you will be able to apply the skills and knowledge you have learned in a classroom setting.

Certificate III in Education Support students are required to obtain a Working with Children Check, a Department of Education Police Clearance and medical clearance before attending work placement. Under 18 students will be required to obtain a Confidential Statutory Declaration and a medical clearance.

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<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Leederville</td>
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</tbody>
</table>

Additional incidental costs

You may be required to purchase text books, more information will be given on the first day.

You must bring/wear:

- Closed in shoes
- Pencil case with stationery supplies - scissors, ruler, eraser, pens, pencils, coloured texters and pencils
- File with file dividers and lined paper for note taking
- USB

Job outcomes

Successful completion of this qualification provides you with the opportunity to become an education support working with students in mainstream classrooms and students with additional needs.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

CHC40213 Certificate IV in Education Support

Work practice

In addition to attending classes you will be required to undertake a work placement. Students need to complete 25 days placement over the duration of the course.

This can be undertaken one day a week or in block weeks depending on the school/student timetable. Block weeks are normally undertaken in the exam weeks.

The work placement must be initiated by you in partnership with your School.
Electrical and Electrotechnology

**UEE20511 | Certificate II in Computer Assembly and Repair**

**Year 11 start – 2 year duration**

This course is ideal if you are keen to pursue study in the electrotechnology arena. It will give you a foundation for further study in fields such as electronics, electrical, computer assembly and servicing, refrigeration and air conditioning, telecommunications, security and fire alarms.

Successful completion could lead to an apprenticeship or employment as a technician’s trade assistant in these areas. Many employers regard basic training in electrical/electronic theory as a pre-requisite to employment.

This course provides you with knowledge in basic DC circuit theory, hand skills and practical skills for the assembly, installation, repair and re-assembly of electronic and computer equipment, while working under supervision.

It provides a custom blend of DC circuit theory and mathematical skills, along with electronic component identification and handling procedures. You’ll also gain skills related to hand soldering, component placement and mounting onto a printed wiring board.

### Qualification Duration

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<tr>
<th>Qualification Duration</th>
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<th>Campus</th>
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<tbody>
<tr>
<td>2 years (7 terms)</td>
<td>Thursday or Friday</td>
<td>Clarkson, Midland</td>
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### Additional incidental costs

You may be required to purchase text books, more information will be given on the first day.

**You must bring/wear:**

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants, ear protection
- Tape measure
- An electrical training license (can be completed at Clarkson for approximately $40)
- A non-programmable scientific calculator with instruction booklet

**Important** - you will need to have an ENGINEERING SYMBOL FUNCTION on your calculator, which school ones don’t. Although a school calculator will work, you will have many more key strokes and have to interpret the readings, which usually leads to errors and mistakes. Example of Engineering Notation Calculator.

### Work practice

Not applicable

### Job outcomes

Successful completion of this qualification provides you with the opportunity to gain entry level positions in sales and testing of electronic equipment or gain an apprenticeship/traineeship in electronic servicing.

When you complete the Certificate II in Computer Assembly and Repair you’ll be flicking the switch on a career in electronics, as a computer assembler or electrical trades assistant. Further study as an apprentice, or technician is recommended.

You will need to be employed and registered as an apprentice/trainee before you can commence apprenticeship/traineeship training.

For information about jobs and pathways, please see joboutlook.gov.au

### Pathways

- UEE30811 Certificate III in Electrotechnology (Apprenticeship)
- UEE32211 Certificate III in Air-conditioning and Refrigeration (Apprenticeship)
- UEE30911 Certificate III in Electronics and Communications (Apprenticeship)
- UEE30411 Certificate III in Data and Voice Communications (Apprenticeship)
- UEE31411 Certificate III in Security Equipment (Apprenticeship)
- UEE30211 Certificate III in Computer Systems Equipment (Apprenticeship)
Electrical and Electrotechnology

UEE22011 | Certificate II in Electrotechnology (Career Start) Electrotechnology Pre-apprenticeship

Year 11 start – 2 year duration

This two-year course is aimed at students looking to gain an apprenticeship to become an electrician. It leads directly into a Certificate III trade qualification and you will gain credit for completed competencies. With a large work placement component, you will gain hands-on experience in the electrotechnology field.

You will learn to apply OHS practices in the workplace; carry out routine activities in an electrotechnology environment; identify and select components, accessories and materials for work activities; participate in environmentally sustainable work practices; solve problems in extra-low voltage single path circuits and in multiple path DC circuits; and use equipment/plant/technologies.

You will also learn to deliver a service to customers; maintain documentation; provide basic instruction in the use of electrotechnology apparatus and use basic computer applications.

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<td>2 years (7 terms)</td>
<td>Thursday or Friday</td>
<td>Clarkson</td>
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Additional incidental costs

You may be required to purchase text books, more information will be given on the first day.

You must bring/wear:

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants, ear protection
- Tape measure
- An electrical training license (can be completed at Clarkson for approximately $40)
- A non-programmable scientific calculator with instruction booklet

Important - you will need to have an ENGINEERING SYMBOL FUNCTION on your calculator, which school ones don’t.

Although a school calculator will work, you will have many more key strokes and have to interpret the readings, which usually leads to errors and mistakes. Example of Engineering Notation Calculator.

Work practice

In addition to attending classes you will be required to undertake 80 hours of work placement outside of class time.

The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

Successful completion of this qualification provides you with the opportunity to continue with studies in the Electrotechnology industry. You will need to be employed and registered as an apprentice or trainee before you can commence apprenticeship and apprenticeship training.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

UEE30811 Certificate III in Electrotechnology (Apprenticeship)
**Electrical and Electrotechnology**

**UEE21911 | Certificate II in Electronics**

**Year 11 start – 2 year duration**

This course is ideal if you are keen to pursue study in the electrotechnology arena. It will give you a foundation for further study in fields such as electronics, electrical, computer assembly and servicing, refrigeration and air conditioning, telecommunications, security and fire alarms.

Successful completion could lead to an apprenticeship or employment as a technician’s trade assistant in these areas. Many employers regard basic training in electrical/electronic theory as a pre-requisite to employment.

This course provides you with knowledge in basic DC circuit theory, hand skills and practical skills for the assembly, installation, repair and re-assembly of electronic and computer equipment, while working under supervision.

It provides a custom blend of DC circuit theory and mathematical skills, along with electronic component identification and handling procedures. You’ll also gain skills related to hand soldering, component placement and mounting onto a printed wiring board.

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<td>Thursday or Friday</td>
<td>Clarkson, Midland</td>
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</table>

**Additional incidental costs**

You may be required to purchase text books, more information will be given on the first day.

**You must bring/wear:**

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants, ear protection
- Tape measure
- An electrical training license (can be completed at Clarkson for approximately $40)
- A non-programmable scientific calculator with instruction booklet

**Important** - you will need to have an ENGINEERING SYMBOL FUNCTION on your calculator, which school ones don’t.

Although a school calculator will work, you will have many more key strokes and have to interpret the readings, which usually leads to errors and mistakes. Example of Engineering Notation Calculator.

**Work practice**

Not applicable

**Job outcomes**

Successful completion of this qualification provides you with the opportunity to gain entry level positions in sales and testing of electronic equipment or gain an apprenticeship/traineeship in electronic servicing. You will need to be employed and registered as an apprentice/trainee before you can commence apprenticeship/traineeship training.

When you complete the Certificate II in Electronics you’ll be flicking the switch on a career in electronics, as a computer assembler or electrical trades assistant. Further study as an apprentice, or technician is recommended.

For information about jobs and pathways, please see joboutlook.gov.au

**Pathways**

UEE30811 Certificate III in Electrotechnology (Apprenticeship)
UEE32211 Certificate III in Air-conditioning and Refrigeration (Apprenticeship)
UEE30911 Certificate III in Electronics and Communications (Apprenticeship)
UEE30411 Certificate III in Data and Voice Communications (Apprenticeship)
UEE31411 Certificate III in Security Equipment (Apprenticeship)
UEE30211 Certificate III in Computer Systems Equipment (Apprenticeship)
Engineering

MEM30505 | Certificate III in Engineering - Technical

Year 11 start - 2 year duration

This qualification develops skills and knowledge in design and drafting including Computer Aided Drafting (CAD), inspection, quality control, non-destructive testing and providing technical advice. This is a good entry level qualification if you are good at problem solving and want to develop skills in an engineering technical area.

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<td>2 years (7 terms)</td>
<td>Friday</td>
<td>Perth</td>
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Additional incidental costs

More information will be given on the first day.

Additional material cost - $95.00, for:

- 2 sheets of tin plate for making a small box (hand tools)
- 2 x 6 meter long lengths of flat bar (50 x 5mm) aluminium to make a drill gauge
- Weir Project
  - Plastic tubing
  - Hose connectors
  - Wood for project base
  - Polycarbonate sheets to make the dam model
  - Wire
  - Glue
  - Silastic
  - Nuts/bolts/washers/screws

Work practice

Not applicable

Job outcomes

Completion of this qualification provides you with the opportunity to progress towards becoming an engineering associate or an engineer (with further study).

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

MEM40105 Certificate IV in Engineering
MEM50212 Diploma of Engineering – Technical
MEM60112 Advanced Diploma in Engineering

You must bring/wear:

- Steel cap boots
- Acceptable clothing (no loose clothing)
- Hair tied back (no long untied hair allowed in workshops)
- Pens, pencils for drafting, notepad, eraser, ruler
- Scientific calculator
Engineering

MEM20105 | Certificate II in Engineering (Heavy Fabrication Pre-Apprenticeship)

Year 11 or 12 – 1 year duration

Metal fabricators and welders manufacture, assemble and maintain mining structures, heavy transport and earth moving equipment, bridge building, engineering components, building structures, refineries, oil-rigs, storage vessels, shipbuilding and agricultural equipment.

As part of this pre-apprenticeship program you will learn how to cut, shape, join and finish metal to make metal structures and products. You will also learn how to use tools, measure and calculate, and draw and interpret sketches.

Our specialised metals and engineering workshops are purpose built. Coupled with our industry relevant equipment, they provide you with a realistic study environment so that you’re ready to work, in these high demand trades, upon graduation.

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<tr>
<td>1 year (3.5 terms)</td>
<td>Thursday and Friday</td>
<td>Clarkson, Midland</td>
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Additional incidental costs

Additional material cost - $100.00

You must bring/wear:

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, long sleeve cotton drill shirt and long work pants, ear protection

Work practice

In addition to attending classes you will be required to undertake a work placement.

This work placement will be conducted outside the training institution and will occur during term 4.

All students need to complete 225 hours of work placement. This will consist of a combination of 75 hours simulated work experience (workshop activities at the training institute) and industry placement. A minimum of 150 hours of industry placement will be required.

The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

Graduates can continue their studies in a metal fabrication apprenticeship.

Metal fabricators and welders work in a diverse trade, applying a broad range of fabrication and welding skills to industries including; mechanical and civil engineering, mining resources sector, heavy haulage and road transport, agriculture machinery, construction, defence, refineries and material bulk handling.

Pre-apprentices are exposed to the latest technological developments in the fabrication and welding trade, including computer controlled metal plate cutting equipment.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

MEM30305 Certificate III in Engineering – Fabrication Trade (Light YC) (Apprenticeship)

MEM30305 Certificate III in Engineering – Fabrication Trade (Heavy/Welding YH) (Apprenticeship)
Engineering

MEM20105 | Certificate II in Engineering (Mechanical Fitter and Machinist Pre-Apprenticeship)

Year 11 or 12 – 1 year duration

Fitters are often employed in engineering workshops. There are also a large number of skilled workers in the mining industry and on off-shore oil rigs, repairing and servicing heavy mining equipment. Fitters also work with pumps, hydraulics and pneumatics.

Machinists work from detailed drawings to create parts (made from metal and other materials) using lathes, milling machines and various power tools, to make and service machinery, pumps and other equipment.

This qualification will teach you the practical skills you need to make and repair machines, parts and tools. You will also learn about measuring and cutting, safety in the workplace, quality control, mechanical cutting and machining and how to draw and interpret sketches.

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<tr>
<td>1 year (3.5 terms)</td>
<td>Thursday and Friday</td>
<td>Midland</td>
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</table>

Additional incidental costs

Additional material cost - $60.00

You must bring/wear:

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, long sleeve cotton drill shirt and long work pants, ear protection

Work practice

In addition to attending classes you will be required to undertake a work placement.

This work placement will be conducted outside the training institution and will occur during term 4.

All students need to complete 225 hours of work placement. This will consist of a combination of 75 hours simulated work experience (workshop activities at the training institute) and industry placement. A minimum of 150 hours of industry placement will be required.

The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

The successful completion of this qualification provides you with the opportunity to become a trades’ assistant or gain an apprenticeship in the metals and engineering sector in the mechanical fitter or machinist metal trade area.

You will need to be employed and registered as an apprentice or trainee before you can commence apprenticeship/traineeship training.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

MEM30305 Certificate III in Engineering – Fabrication Trade (Light YC) (Apprenticeship)

MEM30305 Certificate III in Engineering – Fabrication Trade (Heavy/Welding YH) (Apprenticeship)
Events

SIT30516 | Certificate III in Events

Year 11 start - 2 year duration

You will learn the practical skills and knowledge to assist in the coordination of festivals, meetings, events, functions and exhibitions.
You will also gain skills in customer service, administrative procedures, organising functions, creating displays, coordinating registrations, preparing quotes and setting up audio/visual and lighting for events.

- Joondalup - hospitality focus
- Perth - conferencing focus

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<tr>
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<tbody>
<tr>
<td>2 years (7 terms)</td>
<td>Friday</td>
<td>Joondalup [Kendrew]</td>
</tr>
<tr>
<td>2 years (7 terms)</td>
<td>Wednesday or Friday</td>
<td>Perth</td>
</tr>
</tbody>
</table>

Additional incidental costs

Additional material cost - $120, for field trip tickets and registration.

You must bring/wear:

- USB Drive
- Writing pad and pen
- Casual but neat attire required - no singlets or shorts
- Closed footwear

Work practice

Not applicable

Job outcomes

Successful completion of this qualification provides you with the opportunity to become an assistant to a meetings/events/conference/exhibition/functions organiser/coordinator. Employment opportunities are enhanced with further study.
For information about jobs and pathways, please see joboutlook.gov.au

Pathways

SIT50316 Diploma of Event Management
General IT

**ICT30115 | Certificate III in Information, Digital Media and Technology**  
*Web Based Technologies*

**Year 11 start - 2 year duration | Year 12 start - 1 year duration**

When you complete this qualification you will have the fundamentals of programming and web development with key subjects specialising in web design and business focused application development. Pathways into our Certificate IV and Diploma level courses progress you into a career as a Web Developer, Mobile App Developer or an Applications Programmer.

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<tr>
<th>Qualification Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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</thead>
<tbody>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Wednesday</td>
<td>Perth</td>
</tr>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Joondalup (Kendrew)</td>
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<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Joondalup (Kendrew)</td>
</tr>
</tbody>
</table>

**Additional incidental costs**

You may be required to purchase text books, more information will be given in class.

**You must bring/wear:**

- Pens, pencils, notepad
- USB / external hard drive

More information will be given on the first day.

**Work practice**

Not applicable

**Job outcomes**

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

**Pathways**

ICT40515 Certificate IV in Programming  
ICT40315 Certificate IV in Web Administration
General IT

Additional incidental costs
You may be required to purchase text books, more information will be given in class.

You must bring/wear:
• Pens, pencils, notepad
• USB / external hard drive
More information will be given on the first day.

Work practice
Not applicable

ICT30115 | Certificate III in Information, Digital Media and Technology (Network Administration)

Year 11 start - 2 year duration | Year 12 start - 1 year duration

This qualification provides you with the skills and knowledge to support information technology activities in the workplace across a range of ICT areas including technical support and network administration.

You will learn how to configure, secure and test system software for a small home office network or small to medium business network. You will also learn programming techniques, key area for network scripting that also provides a pathway into ICT40515 Certificate IV in Programming.

<table>
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<tbody>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Joondalup (Kendrew)</td>
</tr>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Thursday</td>
<td>East Perth</td>
</tr>
<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Joondalup (Kendrew)</td>
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</tbody>
</table>

Job outcomes
• Call centre officer
• IT technician
• PC support specialist, maintenance technician
For information about jobs and pathways, please see joboutlook.gov.au

Pathways
ICT40415 Certificate IV in Information Technology Networking
ICT40515 Certificate IV in Programming
**General IT**

**ICT30115 | Certificate III in Information, Digital Media and Technology (Cyber Security)**

**Year 11 start - 2 year duration | Year 12 start - 1 year duration**

If you love Computers, and are not afraid of the challenges being presented by the dark web; you are probably already excited about the idea of building a career in the vitally important field of Cyber Security. If so, this is the perfect course for gaining those all-important practical skills that you need to help get you started.

In this nationally recognised Certificate III program you will learn the fundamentals of networking security and design in our Cisco accredited program; system configuration and hardening; and Microsoft server management and protection in a hands-on practical environment. As well as that, because North Metropolitan TAFE is an authorised Cisco Academy, and Microsoft Silver Partner; you will also be in line to achieve valuable Industry Cisco and Microsoft certification.

On completion of this qualification pathway, you will also qualify to obtain the Certificate III in IT (ICT30115) Certificate III in Information, Digital Media and Technology (Support) pathway.

<table>
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<tr>
<th>Qualification Duration</th>
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<th>Campus</th>
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<tbody>
<tr>
<td>Yr 11 - 2 years (6 terms)</td>
<td>Friday</td>
<td>Joondalup (Kendrew)</td>
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<tr>
<td>Yr 12 - 1 year (3 terms)</td>
<td>Thursday and Friday</td>
<td>Joondalup (Kendrew)</td>
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</tbody>
</table>

**Additional incidental costs**

You may be required to purchase text books, more information will be given in class.

**You must bring/wear:**

- Pens, pencils, notepad
- USB / external hard drive

More information will be given on the first day.

**Job outcomes**

For information about jobs and pathways, please see [joboutlook.gov.au](https://joboutlook.gov.au)

**Pathways**

- 22334VIC Certificate IV in Cyber Security
- ICT0215 Advanced Diploma of Network (Cyber Security)

**Work practice**

Not applicable
Health Services

HLT36015 | Certificate III in Population Health

Year 11 start - 2 year duration

Interested in working in primary health, community health, allied health or health promotion? Then this is the qualification for you. The Australian health care sector is changing and in the future the focus for health will be away from the hospital setting and in the community. Preventative health, health screening and health education are key factors towards building a healthy society and keeping people well and out of hospital.

Complete a qualification that will prepare you to work in this diverse sector. The job and pathway opportunities can take you in many different directions including allied health, health promotion, primary care nursing, enrolled nursing, registered nursing, child health, community health, midwifery, marketing, alcohol and drug education, mental health, leisure and health, community services, disability work, aged care and youth health.

This course has a very practical focus and you will develop skills to encourage people to identify positive health related behaviours, take clinical measurements to collect information on a person’s health status, provide health education, identify the social determinants of health and how they impact on individuals and communities, identify strategies and techniques to develop health education and promotional material and learn about the diverse primary care sector.

Be one of the first to complete this course as an entry point into this exciting, developing area of health.

<table>
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<tr>
<th>Qualification Duration</th>
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<th>Campus</th>
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<tbody>
<tr>
<td>2 years (7 terms)</td>
<td>Thursday</td>
<td>Midland</td>
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<tr>
<td>2 years (7 terms)</td>
<td>Wednesday or Thursday</td>
<td>Joondalup (McLarty), Mount Lawley</td>
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</table>

Additional incidental costs

You are required to purchase a polo shirt ($26-$28) that can be ordered during orientation.

You must bring/wear:

- Writing pad and pen
- Casual but neat attire required, no singlets or shorts
- Closed footwear

Work practice

Not applicable

Job outcomes

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

Pathways

HLT54115 Diploma of Nursing
Horticulture and Conservation

AHC20416 | Certificate II in Horticulture

Year 11 start - 2 year duration

Working in the horticulture industry is for people who would love to work in a practical, outdoor environment. Whilst studying this qualification you’ll develop pre-trade skills and knowledge across a broad range of industry related subjects. This certificate can lead to an apprenticeship/traineeship or other supervised roles within the horticultural industry, including general hand, nursery assistant, environmental field operator, grounds-person and bushland regenerator.

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<tr>
<th>Qualification</th>
<th>Duration</th>
<th>Delivery Information</th>
<th>Campus</th>
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</thead>
<tbody>
<tr>
<td>AHC20416</td>
<td>Certificate II in Horticulture</td>
<td>2 years (7 terms)</td>
<td>Friday</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Personal Protective Equipment - steel cap boots, hard hat, long pants, long sleeve shirt, gloves
- Pens, pencils, notepad
- USB

More information will be given on the first day.

Work practice

Not applicable

Job outcomes

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

AHC30716 Certificate III Horticulture
AHC31416 Certificate III Conservation and Land Management
AHC30916 Certificate III Landscape Construction
Horticulture and Conservation

AHC21016 | Certificate II in Conservation and Land Management

Year 11 start - 2 year duration

Working in the conservation and land management industry is for people who would love to work in a practical, outdoor environment and appreciate the value in restoring natural bush land, coastal and aquatic areas. You’ll develop the foundation skills and knowledge needed within the conservation industry, to enter the work force in either private, local or state government sectors or go on to further study.

You’ll learn about restoration of natural areas and farmland, plant identification, safe handling of chemicals, operation and maintenance of small machines, work site OHS, using sustainable practice, weed treatments, site inspections and management of natural areas.

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<tbody>
<tr>
<td>AHC21016</td>
<td>2 years (7 terms)</td>
<td>Friday</td>
<td>Joondalup [Kendrew]</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Personal Protective Equipment - steel cap boots, hard hat, long pants, long sleeve shirt, gloves
- Pens, pencils, notepad
- USB

More information will be given on the first day.

Work practice

Not applicable

Job outcomes

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

Pathways

AHC31416 Certificate III Conservation and Land Management
AHC30716 Certificate III Horticulture
AHC30916 Certificate III Landscape Construction
Hospitality

SIT20416 | Certificate II in Kitchen Operations (Commercial Cookery/Patisserie)

Pre-Apprenticeship

Year 11 start – 1 year duration

This program will give you the practical skills to work in kitchens in a defined range of food preparation and cookery skills. It will provide you a pathway to work in kitchen operations in organisations including restaurants, hotels, cafés, care facilities and schools.

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<tr>
<th>Qualification Duration</th>
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<tr>
<td>1 years (3.5 terms)</td>
<td>Thursday and Friday</td>
<td>Joondalup (Kendrew)</td>
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</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Writing pad and pen
- White chef’s jacket with white buttons
- White 3/4 length apron
- Chef check pants
- White neck tie
- White skull cap chef’s hat
- Plain black polo shirt
- Fully enclosed black leather safety shoes / boots

Supplier: Totally Workwear, 97 Winton Road, Joondalup

Work practice

In addition to attending classes you will be required to undertake 163 hours of work placement. The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

Job outcomes

Successful completion of this qualification provides you with the opportunity to become a kitchen/cooks assistant, short order, fast food or canteen cook, or gain an apprenticeship/traineeship to become a qualified cook. You will need to be employed and registered as an apprentice/trainee before you can commence apprenticeship/traineeship training.

You will gain a wide range of cookery skills which can be used in various establishments where food is prepared and served, including restaurants, hotels, clubs, pubs, cafes, cafeterias and coffee shops.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

SIT30616 Certificate III in Hospitality
SIT30816 Certificate III in Commercial Cookery
Laboratory Skills

MSL20116 | Certificate II in Sampling and Measurement

Year 11 or 12 - 1 year duration

Competent laboratory personnel are in high demand in a vast range of industries. You could see yourself working in laboratories in a range of dynamic fields such as biomedical, pharmaceutical, cosmetics, medical, mining, petroleum, agriculture, physics, chemical, environmental, food or forensics.

Examples of the work of sampler/testers include:

- Field Officer working in environmental monitoring may visit a catchment area to collect water samples
- Sampler/Testers take air samples for testing for microbial monitoring of air conditioning or cooling towers
- Assist Laboratory Technicians in chemical/food/biological laboratories

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<tr>
<td>1 year (3 terms)</td>
<td>Friday</td>
<td>East Perth</td>
</tr>
</tbody>
</table>

Additional incidental costs

Not applicable

You must bring/wear:

- Covered in shoes, no sandals or thongs
- Hair tied back
- Pens, pencils and paper
- Scientific calculator
- You will be able to borrow a lab coat for the duration of the course.

More info on dress requirements will be given on the first day.

Work practice

Not applicable

Job outcomes

Successful completion of this qualification provides you with the opportunity to become a sampler, tester, field assistant or laboratory attendant. The qualification can be gained through an approved traineeship program; in this case you will need to be employed and registered as a trainee before you can commence traineeship training.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

MSL30116 Certificate III in Laboratory Skills
AHC31416 Certificate III in Conservation and Land Management
MEM30505 Certificate III in Engineering - Technical
Plumbing

**52700WA | Certificate II in Plumbing (Plumbing Pre-Apprenticeship)**

**Year 11 start – 2 year duration**

This course will provide you with the practical skills and knowledge required for a career in the plumbing and servicing industry. You will learn skills in basic plumbing, how to weld using oxy-acetylene and how to cut and join sheet metal. As part of this course you will undertake a supervised work placement where you will be able to apply the skills and knowledge you have learned.

Successful completion over the two years will provide you with a Certificate II qualification and a Statement of Academic Record which will be credited toward a pathway in an apprenticeship training program.

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<tbody>
<tr>
<td>Certificate II in Plumbing</td>
<td>2 years (7 Terms)</td>
<td>Friday</td>
<td>Clarkson</td>
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</table>

**Additional incidental costs**

You will be given course materials and reference books.

**You must bring/wear:**

- Personal Protective Equipment - steel cap safety boots, clear safety glasses, cotton drill shirt and pants
- Writing equipment

**Work practice**

In addition to attending classes you will be required to undertake 160 hours of work placement outside of class time. The work placement will be arranged by North Metropolitan TAFE staff in partnership with the School.

**Job outcomes**

Successful completion will provide you with a Certificate II qualification and a Statement of Academic Record which will be credited toward a pathway in an apprenticeship training program.

You will need to be employed and registered as an apprentice before you can commence your apprenticeship training program.

For information about jobs and pathways, please see [joboutlook.gov.au](http://joboutlook.gov.au)

**Pathways**

CPC32413 Certificate III in Plumbing (Apprenticeship)
Retail Services

SIR20216 | Certificate II in Retail Services

Year 11 start – 2 year duration

This course, which is supported by industry, will provide you with a pathway to work in a range of retail settings including specialty retail, supermarkets, department stores and restaurants. You’ll gain industry knowledge, practical experience and skills including discipline, security and safety awareness.

This course is developed specifically to give you the skills needed to access and maintain employment in the retail industry. Frontline retail team members use a defined and limited range of operational skills to undertake workplace activities. They are involved in mainly routine and repetitive tasks and work under direct supervision of others.

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<tr>
<td>2 years (7 terms)</td>
<td>Thursday or Friday</td>
<td>Leederville</td>
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</table>

Additional incidental costs

You may be required to purchase text books, more information will be given in class.

You must bring/wear:

- Closed in shoes
- Clothes that can get dirty
- Plain white and/or plain black top (for customer service)
- Relevant stationery items

Work practice

In addition to attending classes you will be required to undertake a work placement - equivalent of 1 day a week from term 3

The work placement must be initiated by you in partnership with your School.

Job outcomes

- Frontline Team Member
- Customer Service Assistant
- Point-of-sale Operator.

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

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

SIT30116 | Certificate III in Tourism

During this course you’ll learn about the tourism industry, gain extensive knowledge and develop practical skills that are highly regarded in this exciting industry.

You will explore the available career opportunities, whilst working in a virtual office.

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<td>Friday</td>
<td>Perth</td>
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</table>

Additional incidental costs

Additional material cost - $120, for field trips tickets and registration

You must bring/wear:

- USB
- Writing pad and pen
- Casual but neat attire required - no singlets or shorts
- Closed footwear

Work practice

Not applicable

Job Outcomes

For information about jobs and pathways, please see joboutlook.gov.au

Pathways

SIT50116 Diploma of Travel and Tourism Management
SIT60116 Advanced Diploma of Travel and Tourism Management