



Catholic  
Schools  
NSW



# Externally Delivered Vocational Education and Training (EVET)

## Student Handbook 2024

The Department of Education acknowledge that Aboriginal and Torres Strait Islander peoples are the Traditional Custodians and the first storytellers of the lands on which we live and work. We honour Aboriginal and Torres Strait Islander peoples' continuous connection to Country, waters, skies and communities. We celebrate Aboriginal and Torres Strait Islander stories, traditions and living cultures; and we pay our respects to Elders past and present.



# About Vocational Education and Training

Vocational Education and Training (VET) courses can assist students to plan their career pathway and:

- gain practical, work-related skills to enhance employment opportunities.
- complete units that count towards school qualifications such as Record of School Achievement (RoSA) and Higher School Certificate (HSC).
- start or complete a nationally recognised qualification while still at school.



## What is an EVET course?

Students in Years 9–12 have the option of studying VET courses either at school, or through external, accredited and approved training providers. VET courses delivered to school students by an external Registered Training Organisation (RTO) are known as Externally delivered Vocational Education and Training (EVET) courses. TAFE NSW and a number of smaller training providers deliver VET training to school students.



# Frequently Asked Questions

## 1. Who can study an EVET course?

To be eligible to submit an Expression of Interest (EOI) and enrol in an EVET course, students need to be enrolled in a school registered by the NSW Education Standards Authority (NESA). Choose wisely as courses are quite competitive and the number of applications usually exceed the number of places offered.

## 2. How can I find out about the range of courses offered?

Speak with your Career Adviser in the first instance or scan the QR Codes to find more information on courses. Stage 5 (Year 9 to Year 10) or Stage 6 (Year 11 to Year 12)



## 3. How and where is an EVET course delivered?

An EVET course can only be delivered by an RTO with the relevant qualification and units of competency on their scope of registration.

There are several delivery options for EVET courses.

Students may travel to another (non-school) site to participate in an EVET course. EVET courses are conducted on different days of the week with many classes commencing at 1:30 pm and ending at 5:30 pm.

For some courses 'block' attendance during term and/or school holidays may be necessary and for other courses, 'workshop' or 'field-days' may be scheduled.

A number of courses are offered online while others are offered as virtual courses which combine teacher-led virtually delivered classrooms with workshops.

# Frequently Asked Questions

## 4. Can I earn a nationally recognised qualification?

Yes. If you are assessed as competent in all competencies in the course you can attain either a **Statement of Attainment** towards a nationally recognised qualification or the **full qualification**. You can complete the qualification after leaving school with full credit for all competencies already achieved.

## 5. What are the types of EVET courses?

NESA provides the curriculum for Kindergarten to Year 12 in accordance with the NSW Education Act 1990. NESA has developed two types of VET courses; Board Developed Industry Curriculum Framework Courses (ICFs) and Board Endorsed Courses (BECs).

**Industry Curriculum Framework Courses (ICFs)** include Automotive, Business Services, Construction, Electrotechnology, Entertainment Industry, Financial Services, Hospitality, Human Services, Information and Digital Technology, Primary Industries, Retail Services and Tourism, Travel & Events. All are based on nationally accredited Training Packages. These courses can be offered at certain schools as well as via EVET.

ICFs usually count for 4-units of HSC credit, include 70 hours of mandatory work placement and have an optional HSC examination which could provide access to an ATAR pathway.

**Board Endorsed Courses (BECs)** are courses based on national industry Training Packages and are endorsed by NESA for inclusion as an elective in Year 9 or 10 or as units in the Higher School Certificate. Examples include Animal Studies, Beauty Therapy, Fashion Design, Hairdressing, Laboratory Skills, Plumbing, Supply Chain Operations (Warehousing) and Sport and Recreation (and many more).

Stage 6 BECs mostly count for 4 units of HSC credit, however there is no HSC exam and they do not count towards the ATAR.

Stage 6 BECs may also be studied by Year 10 students as Early Commencement of Stage 6. Students in Year 9 and 10 who enrol in a Stage 6 BEC course must also satisfy all RoSA requirements.

Stage 5 BECs are 100 hour courses and are only available to students currently enrolled in Year 9 or in Year 10.

# Frequently Asked Questions

## 6. What delivery patterns are there?

Students should investigate the delivery pattern of the EVET courses they are interested in so that they are aware of both the commitment required and also to understand how the EVET course will fit into their total pattern of study.

There are several options for the delivery of EVET courses including:

- 120 hrs, 2 units x 1 year
- 180 hrs, 3 units x 1 year and
- 240 hrs, 4 unit courses which can be offered over one or two years

A small number of EVET ICF courses also offer specialisation units to complement 240-hour courses. This is usually to allow a student to complete a full qualification rather than a Statement of Attainment towards the qualification.

## 7. Is there an HSC examination?

Students who complete an ICF VET course are eligible to sit the OPTIONAL HSC examination. These courses are: Automotive, Business Services, Construction, Electrotechnology, Entertainment Industry, Financial Services, Hospitality, Human Services, Information and Digital Technology, Primary Industries, Retail Services and Tourism, Travel & Events.

A wide range of BECs provide vocational qualifications but do not have an HSC exam and therefore do not contribute to your ATAR.

To see more about these courses go to:

<https://www.educationstandards.nsw.edu.au/wps/portal/nesa/11-12/stage-6-learning-areas/vet/stage-6-vet-board-endorsed-courses>

# Frequently Asked Questions

## 8. Is there mandatory work placement for EVET subjects?

Yes, for ICF VET courses (see above). The number of hours varies. Work placement hours reflect industry-determined requirements according to the qualification being undertaken and the number of units being attempted.

The ability of a student to undertake work placement is a **key consideration** when choosing a subject that has a mandatory work placement component.

Work Placement also helps students to:

- gain insights into the kind of career that they would like to have.
- make informed decisions about further training and study.
- become more employable.
- be better equipped for business and employment opportunities.

Failure to complete the work placement could jeopardise the students' satisfactory completion of the Preliminary or HSC units and could put their HSC at risk.

## 9. How can I choose the best course for me?

Whilst students can submit EOIs for more than one course or location it is very important that the choices reflect the order of preference. As demand for places in some courses is very high, students may only be considered for their first preference, so choose wisely.

Students with a disability, who may require adjustments, will participate in collaborative planning with the school and the training provider.

**It is important that applications are registered before the closing date in September as late applications may not be considered.**

Students need to check current information about available EVET courses with their Careers Adviser.

Students and parents should be aware that registering interest in an EVET course **does not** guarantee that the student will be accepted into the course or that the course will be delivered. Some courses are very popular, and the number of applications exceeds available places. Occasionally, there may not be enough applications to form a class and the course will be cancelled.

# **Be aware**

Enrolment in an EVET course requires a commitment to satisfactory completion, including:

## **Student commitment**

Once a student starts a course, they will be expected to commit to completing it. Students will not be permitted to change to another EVET course. Students are responsible for following up with their teachers and catching up on work missed at school because of EVET course enrolments (including work placement).

## **NESA requirements for completion of course work**

If a student does not satisfactorily complete course work, they may be given an 'N' Determination for the course or, they may be withdrawn from the course. External RTOs will monitor attendance and send regular reports to the student's home school.

## **Travel arrangements**

Students are responsible for organising their own transport to and from the study venue (costs are your own responsibility). Work out how you will be able to travel safely to the class; factor in travel time and consider how to travel safely in the darker months.

## **Proposed timetabling**

Students should carefully check to see when the EVET course will be delivered. Be particularly mindful if selecting a class which runs in the school holidays or another block of time, or which requires attendance at workshops at a different location.

## **Online courses which include TAFE Launchpad virtual courses**

Require students to be able to work independently, have access to digital technology and to manage their time to keep up with all work requirements. Students enrolled in virtual courses (delivered by TAFE Launchpad) are required to join their online class at the scheduled time each week.

## **Mandatory Work Placement**

Applies to some EVET courses and gives students the chance to learn new skills and apply the skills they learn from doing the course. Work placement can be scheduled in school holidays.

# EVET 2024 Application Process

The first step for students interested in applying for an EVET course is to research the course/s which interest them to learn about course content and possible career paths.

Detailed information sheets are available for all courses listed on the EVET portal from your Careers Adviser; additionally, some providers also send EVET course information to schools so students should ask Careers Advisers about this.

Students need to complete an **Expression of Interest** (available from the Careers Adviser or EVET Coordinator). Parents or guardians are required to sign the EOI to indicate their awareness of the course being applied for, as well as the level of commitment required by students. All students will need their ERN and NESA number to complete this form.

Some schools will require students to participate in an interview to discuss the reasons for applying for the course - why enrolling in the course is important to future career planning and demonstrating a commitment to successfully completing the course. Parents may be asked to participate in these interviews.

Where applicable, students may also need to participate in mandatory interviews and application processes as required by an RTO (details will be provided to schools). Failure to participate in these processes will mean that the application will not be considered.



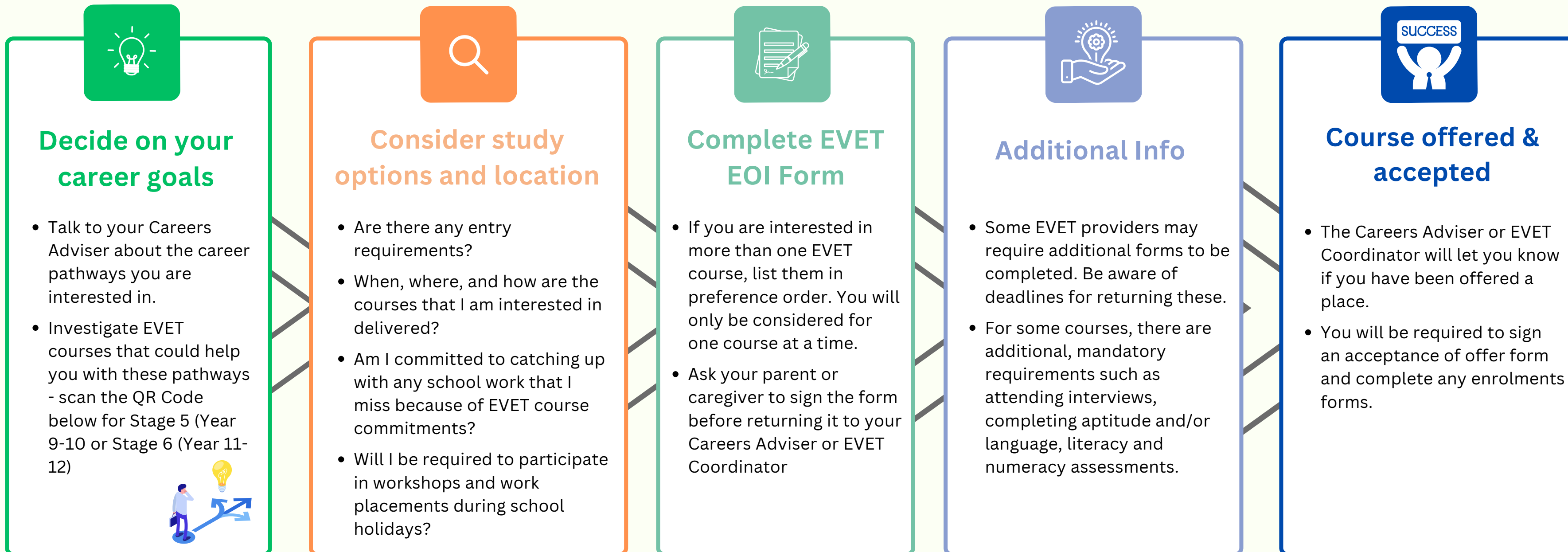
**Further information about EVET for students, parents and caregivers is available at:**

<https://education.nsw.gov.au/public-schools/career-and-study-pathways/skills-at-school/external-vet-courses#Information0>





# HOW DO I APPLY FOR AN EVET COURSE?



 Scan for more EVET info

Stage 5



SCAN ME

Stage 6



SCAN ME



Always speak to your Careers Adviser or EVET Coordinator on course offerings at your school.