



VICTORIAN HIGH SCHOOL STUDENT PROGRAMS

RTO #3927 | CRICOS 03210K



ABOUT US

TME Training has been training and consulting nationally since 1982. Originally, one of the few, now we're one of many. It is for this reason we want to be clear about what differentiates us as a training organisation, and why schools, employers and individuals choose TME over other providers.

At TME we;

- Work to understand your needs, and provide solutions that are suitable for you
- Are committed to providing outcomes that enable you to take giant steps forward
- Use trainers that have significant industry experience
- Provide pathways to a better future, for individuals or businesses, that are about the end result, not just the steps to getting there
- Are able to access Government Funding* for eligible individuals in the majority of our programs
- Are able to service the needs of many, while remaining small, nimble and flexible

We have established a reputation as an innovative provider of high-quality training services to our clients. Ultimately our client is 'you', an individual student, a school or employee of a company that recognises the need to improve workforce skills and knowledge in a range of areas.

We remain flexible and adaptable with our ability to offer both accredited and non-accredited programs in a range of delivery modes. Whether it is in-house, at one of our many suburban locations nationally or online we have a training program to suit most individual and business needs.



DELIVERING TO VICTORIAN HIGH SCHOOL STUDENTS

We understand that delivering VET to high school students can have its challenges, and as we continue to work with students we are committed to ensuring that we deliver training in a way that suits them, their school and their future employers, providing a comfortable learning environment that all parties can engage with.

In consultation with our past students, employers and schools we have moved away from a one-size fits all model of training delivery and have been able to adapt to what high school students are looking for.

We have taken into consideration:

- Student capability through LLN testing
- Student learning differences
- Industry insights and needs for each qualification area
- School timetabling
- Skills need gaps

Please note that some training may only be delivered a specific way, which is normally dictated by the regulator of that course or the requirements of assessment. For example, the white card course (CPCWHS101 Prepare to work safely in the construction industry) can only be delivered face to face. Listed below are our primary delivery options, however we can discuss alternative options that may suit the students, school or employers better.

Classroom delivery: Student will be required to attend class at one of our training locations where a trainer will take them through their learning. We will use this time to nurture the students through the units of competency so that they can be effective on the job. Typically, students will be required to attend class one day a week (a full school day) and work one full day a week (7.5 hours).

Note: The workday is only necessary for SBAT students. VETiS students will not need to attend a workplace unless the qualification calls for it. An example of this is the CHC30121 Certificate III in Early Childhood Education and Care which mandates 120 hours of work

Virtual classroom delivery: Students will be required to attend the session via Zoom, which enables us to have greater geographical reach. This delivery option is generally more suited to students in regional areas and allows them to still have access to our training.

Workplace training model (SBAT only): Students will be required to work for a minimum of 13 hours per week. Typically, trainers will deliver training fortnightly at a time agreed upon by the employer. Trainer will have scheduled visits at a suitable time to ensure any observations or on the job assessments can take place.

On-campus delivery: For most of the training programs we have on offer, we can deliver the training at your school. We will need to ensure that the school has the equipment the program requires and that the minimum number of students is met. Please note that depending on where your school is located it may require additional resources and costs, which we would discuss and have approved by you prior to confirming the training.

SHORT COURSES

COURSE	UNIT CODE(S) / CERTIFICATE	DURATION	COST
White Card	Prepare to work safely in the construction industry <i>CPCWHS1001</i>	1 day	\$150
Food Safety	Use hygienic practices for food safety <i>SITXFSA005</i>	1 day	\$99
RSA (Responsible Service of Alcohol)	Provide responsible service of alcohol <i>SITHFABO21</i> Victorian Commission for Gambling and Liquor Regulation (VCGLR) Certificate	1 day	\$120
Infection Control	Apply infection prevention and control procedures to own work activities <i>BSBWHS332X</i>	1 day	\$75
First Aid	Provide first aid <i>HLTAID011</i> Provide cardiopulmonary resuscitation <i>HLTAID009</i>	2 days	\$175
Barista Basics	Certificate of Attendance	1 day	\$99
Barista	Prepare and serve espresso coffee <i>SITHFABO25*</i>	2 Days	\$220

* This unit can only be commenced if a student has completed the pre-requisite unit of SITXFSA005 Use hygienic practices for food safety

NOTE

Course costs may vary due to circumstances such as travel to regional areas or class numbers. Any situation that may alter the cost of training will be negotiated and agreed upon prior to commencement of training.

TASTER PROGRAMS

These programs are generally aimed at year 10 students and above. They are designed to provide students with a taste of an industry within its broader category. Each stream is aligned to units of competency that will focus on a specific industry area and upon completion will lead to a full qualification. They are designed to assist students in making a more informed decision when they are looking for the apprenticeship or traineeship options that would best suit them in year 11 and beyond.

These programs will also allow students to gain credit transfers for some units for their future programs, shortening the duration of their apprenticeship/traineeship.





BUILDING AND HORTICULTURE INDUSTRY

Qualification: CPC20220 Certificate III in Construction Pathways

Units of Competency: 10 Units

Duration: 6 – 12 months

Cost: \$2000

INDUSTRY AREA	UNIT CODES
Working safely and sustainably in construction	Apply WHS requirements, policies and procedures in the construction industry <i>CPCCWH2001</i> Control traffic with stop slow-bat <i>RIIWHS205E</i>
Carpentry	Undertake basic estimation and costings <i>CPCCCM1011</i> Use carpentry tools and equipment <i>CPCCCA2002</i> Handle carpentry materials <i>CPCCCA2011</i>
Landscaping	Carry out measurements and calculations <i>CPCCOM1015</i> Undertake basic construction projects <i>CPCCVE1011 *</i>
Horticulture	Work effectively and sustainably in the construction industry <i>CPCCOM1012</i> Plan and organise work <i>CPCCOM1013</i> Recognise plants <i>AHCMOM203</i>



BUSINESS AND SERVICES INDUSTRY

Qualification: BSB20120 Certificate II in Workplace Skills

Units of Competency: 10 Units

Duration: 6 – 12 months

Cost: \$2000

INDUSTRY AREA	UNIT CODES
Introduction to the service industry	Apply communication skills <i>BSBCMM211</i> Participate in sustainable work practices <i>BSBSUS211</i> Support personal wellbeing in the workplace <i>BSBPEF201</i>
Working in a business	Work effectively in business environments <i>BSBOPS201</i> Engage with customers <i>BSBOPS202</i> Deliver a service to customers <i>BSBOPS203</i>
Working in hospitality	Use hygienic practices for food safety <i>SITXFSA005</i> Prepare and serve espresso coffee <i>SITHFABO25*</i>
Working in transport and logistics	Contribute to the health and safety of self and others <i>BSBWHS211</i> Plan and apply time management <i>BSBPEF202</i>



COMMUNITY AND CHILDRENS SERVICES INDUSTRY

Qualification: CHC32015 Certificate III in Community Services

Units of Competency: 12 Units

Duration: 12 months

Cost: \$2000

INDUSTRY AREA	UNIT CODES
Intro to the community services sector	Follow safe work practices for direct client care <i>HLTWHS002</i> Manage personal stressors in the work environment <i>HLTWHS006</i> Provide first aid <i>HLTAID011</i>
Working in client care roles	Respond to client needs <i>CHCCCS016</i> Communicate and work in health or community services <i>CHCCOM005</i> Be an effective volunteer <i>CHCVOL001</i>
Working in education support	Promote Aboriginal and/or Torres Strait Islander safety <i>CHCDIV002</i> Engage respectfully with young people <i>CHCYTH001</i> Work with diverse people <i>CHCDIV001</i>
Working in early child education	Organise personal work priorities <i>BSBWOR301</i> Follow basic food safety practices <i>HLTFSE001</i> Work with diverse people <i>CHCDIV001</i>

CERTIFICATE III APPRENTICESHIPS / TRAINEESHIPS & VETIS

These qualifications are generally aimed at year 11 and above. As described earlier, there are different delivery options for students. Students will enrol into these programs with a view to completing a full Certificate III. Should there be a qualification that cannot be completed by the time the student finishes high school, we will commit to assisting them continue their studies. For example, the CPC30220 Certificate III in Carpentry generally is a 3-year apprenticeship and therefore if the student maintains their employment as per apprenticeship requirements, we will continue to train.

BUILDING & HORTICULTURE	QUALIFICATION	DURATION	FUNDED (METRO)	FUNDED (REGIONAL)	VETIS
	AHC30722 Certificate III in Horticulture	3 years	\$1200	\$600	\$4500
	CPC30220 Certificate III in Carpentry (Apprenticeship only)	3 years	\$0	\$0	NA
	AHC30921 Certificate III in Landscape Construction (Apprenticeship only)	3 years	\$0	\$0	NA

BUSINESS & SERVICES	QUALIFICATION	DURATION	FUNDED (METRO)	FUNDED (REGIONAL)	VETIS
	BSB30120 Certificate III in Business	1 year	\$1500	\$600	\$4500
	SIT30622 Certificate III in Hospitality	1 year	\$1500	\$600	\$4500
	TLI30321 Certificate III in Supply Chain Operations	1 year	\$1500	\$600	\$4500

COMMUNITY & CHILDREN'S SERVICES	QUALIFICATION	DURATION	FUNDED (METRO)	FUNDED (REGIONAL)	VETIS
	CHC32015 Certificate III in Community Services	1 year	\$1500	\$600	\$4500
	CHC30221 Certificate III in School Based Education Support	1 year	\$1500	\$600	\$4500
	CHC30121 Certificate III in Early Childhood Education and Care	1 year	\$1500	\$600	\$4500

POST HIGH SCHOOL PROGRAMS

Our SBAT and VETiS programs are not the end of your education journey. Each of them feeds in nicely to some of our Certificate IV and Diploma Programs. Below are the most relevant qualifications in each industry area.

The Building and Horticulture Industry

- CPC40120 Certificate IV in Building and Construction
- CPC50220 Diploma of Building and Construction (Building)
- CPC50320 Diploma of Building and Construction (Management)
- CPC40320 Certificate IV in Building Project Support

The Business and Services Industry

- BSB40120 Certificate IV in Business
- BSB40520 Certificate IV in Leadership and Management
- BSB50120 Diploma of Business
- BSB50420 Diploma of Leadership and Management

The Community and Children's Services Industry

- CHC33021 Certificate III in Individual Support
- CHC43015 Certificate IV in Ageing Support
- CHC43121 Certificate IV in Disability
- CHC50121 Diploma of Early Childhood Education and Care

For full course lists or other options, you can get in touch with us at

enquiries@tme.edu.au or visit our website at tme.edu.au

KEY CONTACTS

HEAD OFFICE

Phone: 1800 863 863

Email: equiries@tme.edu.au

Website: tme.edu.au

Facebook: [tmetradetraining](https://www.facebook.com/tmetradetraining)

Instagram: [tmetradetraining_3927](https://www.instagram.com/tmetradetraining_3927)

LinkedIn: [The Management Edge](https://www.linkedin.com/company/the-management-edge)

PROGRAM MANAGER

Name: Sebastian Delfino

Phone: 0406 131 456

Email: sebastiand@tme.edu

OR SCAN HERE TO GET IN TOUCH





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