



2020

# VET DELIVERED TO SECONDARY STUDENTS COURSE GUIDE








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## Contacts

### General enquiries/course information

-  1300 300 822
-  [enquiry@nmtafe.wa.edu.au](mailto:enquiry@nmtafe.wa.edu.au)
-  [northmetrotafe.wa.edu.au](http://northmetrotafe.wa.edu.au)

### 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](http://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 pre-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

## Eligibility

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 2020 to be eligible to apply.

You must be an Australian Citizen, Permanent Resident or holder of a temporary visa of sub-class 309, 444, 820, 826 or secondary holder of a temporary sub-class 457.

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

Please contact the VET Coordinator at your school for information on how to apply.

**Applications for 2020 open Monday 22 July and close Saturday 31 August 2019.**

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:

- Western Australian Student number (WASN). 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 pay incidental fees, obtain a First Aid Certificate from an external RTO such as St John, 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 [VETDSS@nmtafe.wa.edu.au](mailto:VETDSS@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 2019.



# 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

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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.

## Student responsibilities

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As a student attending a VET Delivered to Secondary Students course at North Metropolitan TAFE you will have the opportunity to learn in an adult environment with students of all ages and diverse backgrounds.

There is an expectation that when attending classes you will assume a greater responsibility for your own care and safety than may be the case when attending school.

As with all students enrolled at North Metropolitan TAFE, you are expected to adhere to the [\*Student Code of Conduct\*](#).

While attending North Metropolitan TAFE, you are under the supervision of the lecturer taking the class.

You will not be supervised during break times.

You are expected to remain within the college grounds unless you provide your lecturer with written notification from a parent or the school that you intend to leave the college earlier than the advertised class finish time.

## Work experience

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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

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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

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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

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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

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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

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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)

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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)

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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

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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

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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

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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.

# Campuses

## 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)

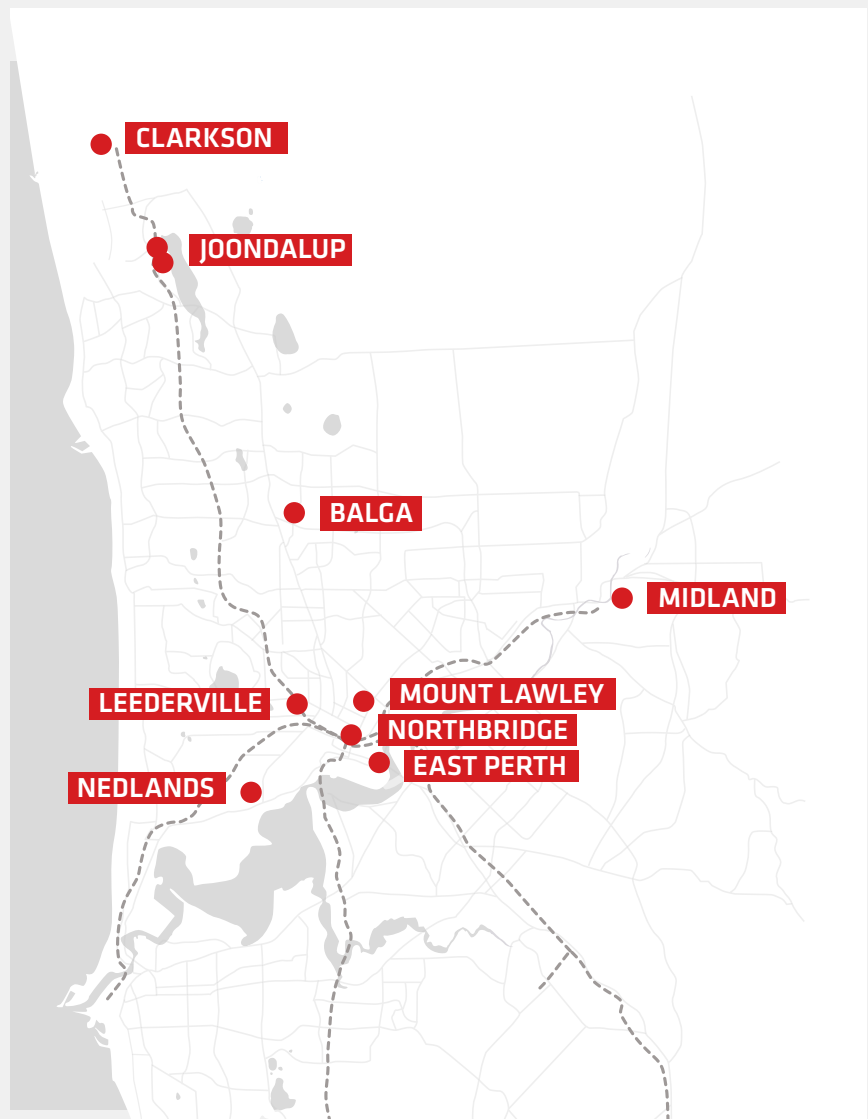
12 Aberdeen Street, Northbridge

19 Aberdeen Street, Northbridge

25 Aberdeen Street, Northbridge

30 Aberdeen Street, Northbridge

133 Newcastle Street, Northbridge



Please note that **CPC20211 Certificate II in Construction Pathways (Building Maintenance)** is also offered at the **Girrawheen Trade Training Centre**, located at 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.

National code and course name	Campus
<b>Accounting</b>	
FNS30317 Certificate III in Accounts Administration	Perth
<b>Automotive</b>	
AUR20716 Certificate II in Automotive Vocational Preparation	Midland
<b>Building and Construction</b>	
52824WA Certificate II in Building and Construction (Pathway – Carpentry and Joinery)	Balga, Clarkson, Midland
52825WA Certificate II in Building and Construction (Pathway - Para Professional)	Perth
CPC20211 Certificate II in Construction Pathways (Building Maintenance)	Clarkson, Balga, Girrawheen TTC
MSF20313 Certificate II in Furniture Making (Cabinet Making / Furniture Making Pre-Apprenticeship)	Balga
<b>Business</b>	
BSB31015 Certificate III in Business Administration (Legal)	Perth
BSB31115 Certificate III in Business Administration (Medical)	Perth
<b>Community Services</b>	
CHC22015 Certificate II in Community Services	Joondalup, Leederville, Midland
<b>Early Childhood Education and Care</b>	
CHC30113 Certificate III in Early Childhood Education and Care	Leederville
<b>Education Services</b>	
CHC30213 Certificate III in Education Support	Leederville



National code and course name	Campus
<b>Electrical and Electrotechnology</b>	
UEE20511 Certificate II in Computer Assembly and Repair	Clarkson, Midland
UEE20711 Certificate II in Data and Voice Communications	Clarkson, East Perth
UEE21911 Certificate II in Electronics	Clarkson, Midland
<b>Engineering</b>	
MEM20413 Certificate II in Engineering Pathways	Clarkson, Midland
MEM30505 Certificate III in Engineering - Technical	Perth
<b>Events</b>	
SIT30516 Certificate III in Events	Joondalup, Perth
<b>Fashion</b>	
MST20616 Certificate II in Applied Fashion Design and Technology	Perth
<b>General IT</b>	
ICT30115 Certificate III in Information, Digital Media and Technology (Web Based Technologies)	Joondalup
<b>Health Services</b>	
HLT36015 Certificate III in Population Health	Joondalup, Midland, Mount Lawley
<b>Hospitality</b>	
SIT20416 Certificate II in Kitchen Operations (Commercial Cookery/Patisserie Pre-Apprenticeship)	Joondalup
<b>Laboratory Skills</b>	
MSL20118 Certificate II in Sampling and Measurement	East Perth
<b>Networking and Security</b>	
ICT30115 Certificate III in Information, Digital Media and Technology (Network Administration)	Joondalup
ICT30115 Certificate III in Information, Digital Media and Technology (Cyber Security)	Joondalup
<b>Plumbing</b>	
52700WA Certificate II in Plumbing (Plumbing Pre-Apprenticeship)	Clarkson





## Girls in Trades

**North Metro TAFE is seeking to offer all girls groups in the following courses:**

AUR20716 Certificate II in Automotive Vocational Preparation

UEE20711 Certificate II in Data and Voice Communications

MEM20413 Certificate II in Engineering Pathways

You will learn in a supportive environment where you can get the skills you need to succeed in the trade of your choice. These courses could lead to an apprenticeship, where you earn money while you are studying and once qualified you could have a secure and rewarding career that involves problem solving, creativity and working with your hands.

To register your interest in attending an information session or for more information about our Girls in Trades courses please contact:

**Susan Jacobs**, Manager Higher Education & Pathways

E [VETDSS@nmtafe.wa.edu.au](mailto:VETDSS@nmtafe.wa.edu.au)

T 1300 300 822

Please note classes will be offered subject to sufficient numbers and funding availability.





# Accounting

## FNS30317 Certificate III in Accounts Administration

### Year 11 or 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 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.

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Thursday and Friday	Perth

### 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

### Work practice

Not applicable

### 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](http://joboutlook.gov.au)

### Study pathways

FNS40217 Certificate IV in Accounting and Bookkeeping



# 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.

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Thursday or Friday	Midland

### 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](http://joboutlook.gov.au)

### Study 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



# Building and Construction

## 52824WA Certificate II in Building and Construction (Carpentry and Joinery)

**Year 11 start – 2 year duration**

Do you have a burning desire to work with wood? When you complete Certificate II in Building and Construction 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.

Qualification Duration	Delivery Information	Campus
2 years (7 terms)	Thursday (1st year) Friday (2nd year)	Balga, Clarkson, Midland

### 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 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)

### Study 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
- 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.

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Thursday	Perth

### 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)

### Study pathways

52757WA Certificate IV in Residential Building Drafting

CPC40110 Certificate IV in Building and Construction (Building)

CPC50210 Diploma of Building and Construction (Building) (Builder's Registration)



# Building and Construction

## CPC20211 Certificate II in Construction Pathways (Building Maintenance)

### Year 11 start - 1 year duration

This qualification will provide you with the practical skills and knowledge to undertake a range of general manual labouring tasks on building and construction sites.

You'll learn about safe work practices, using equipment and tools and effective communication.

- Read and interpret plans
- Perform measurements and calculations
- Plan and organise work schedules
- Apply OHS requirements in the construction industry
- Work effectively and sustainably

Qualification Duration	Delivery Information	Campus
1 year (4 terms)	Thursday	Clarkson, Balga, Girrawheen Trade Training Centre

### 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

Not applicable

### Job outcomes

Successful completion of this qualification provides you with the opportunity to gain an apprenticeship/traineeship in Building and Construction. 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](http://joboutlook.gov.au)

### Study pathways

- CPC30111 Certificate III in Bricklaying/Blocklaying
- CPC30313 Certificate III in Concreting
- CPC31011 Certificate III in Solid Plastering
- CPC32313 Certificate III in Stonemasonry
- CPC31311 Certificate III in Wall and Floor Tiling
- CPC31211 Certificate III in Wall and Ceiling Lining
- CPC32011 Certificate III in Carpentry and Joinery



## 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.

Qualification Duration	Delivery Information	Campus
2 years (7 terms)	Thursday (1st year) Friday (2nd year)	Balga

#### 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 162 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)

#### Study pathways

MSF31113 Certificate III in Cabinet Making (Apprenticeship)



# Business

## BSB31015 Certificate III in Business Administration (Legal)

### Year 11 or 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	Delivery Information	Campus
1 year (3 terms)	Thursday and Friday	Perth

### 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)

### Study 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 will provide you with a variety of skills for a broad range of support staff roles within a medical environment such as, receptionist; medical clerk/typist; ward clerk; medical administrative assistant; medical assistant; and general receptionists in hospitals, medical centres, and specialist rooms.

You will learn a range of competencies and appropriate knowledge to provide support in any medical environment.

Qualification Duration	Delivery Information	Campus
Yr 11 - 2 years (6 terms)	Friday	Perth
Yr 12 - 1 year (3 terms)	Thursday and Friday	Perth

### 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](http://joboutlook.gov.au)

### Study pathways

BSB40515 Certificate IV in Business Administration



# Community Services

## CHC22015 Certificate II in Community Services

**Year 11 or 12 start – 1 year duration**

Imagine being able to make a difference to people's lives every day you work. Begin your journey towards a rewarding career in Community Services with this introductory program.

This course will give you the practical skills, theoretical knowledge and confidence to continue study across the community services sector. Community Services involves working with a range of people including youth, aged, people with a disability, those with mental health or alcohol and drug issues, refugees, migrants and the homeless.

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

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Friday	Joondalup (Kendrew), Leederville, Midland

### 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:

- First Aid Certificate - HLTAID003
- 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](http://joboutlook.gov.au)

### Study pathways

- CHC32015 Certificate III in Community Services
- CHC30113 Certificate III in Early Childhood Education and Care
- CHC30213 Certificate III in Education Support
- CHC33015 Certificate III in Individual Support (Ageing/ Disability/Home and Community)



# Early Childhood Education and Care

## CHC30113 Certificate III in Early Childhood Education and Care

### Year 11 start – 2 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.

Qualification Duration	Delivery Information	Campus
2 years (7 terms)	Thursday	Leederville

### Additional incidental costs

You will be required to purchase text books, more information will be given on the first day. Approximate cost of \$135.00.

### You must bring/wear:

- First Aid Certificate - HLTAID004
- 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. You need to complete 240 hours of placement (120 with under 2's + 120 with over 2's) 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](http://joboutlook.gov.au)

### Study 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

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. It 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.

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Thursday	Leederville

### Additional incidental costs

Not applicable

### You must bring/wear:

- First Aid Certificate - HTLAID004
- 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 163 hours 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.

### Work place duties

- Assist with the delivery of lessons in class
- Assist with preparation and maintenance
- Assist with supervision of students
- Assist with the care and well-being of students
- Assist in preparing and distribution of food
- Assist with the arrival/departure of students
- Assist students with dressing/undressing and toileting
- Assist with the management of resources
- Provides administrative assistance

### 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](http://joboutlook.gov.au)

### Study pathways

CHC40213 Certificate IV in Education Support



# Electrical and Electrotechnology

## UEE20511 Certificate II in Computer Assembly and Repair

**Year 11 start – 2 year duration**

If you love tinkering around with soldering and electronics parts this is the perfect course for you. It will give you a foundation for further study in fields such as electrotechnology, electronics, computer assembly and servicing, radio communications, telecommunications, security and fire alarms, robotics.

Successful completion could lead to an apprenticeship or employment as a technician's trade assistant in these areas. Many employers regard basic training in 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 engineering 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	Delivery Information	Campus
2 years (7 terms)	Thursday	Clarkson, Midland

### 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
- 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 usually have. An example of the type of calculator you will require can be found at <https://edu.casio.com/products/standard/fx115ms/>

### 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](http://joboutlook.gov.au)

### Study 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

## UEE20711 Certificate II in Data and Voice Communications

**Year 11 start – 2 year duration**

When you complete the Certificate II in Data and Voice Communications you'll be flicking the switch on a career in electronics, as a data cabler or telecommunications technician (with additional training). You will gain the knowledge and practical skills to install and maintain telecommunication cabling, secure electrotechnological equipment, assemble and dismantle components, use cabling drawings, standards, codes and specifications, and workplace health and safety. It includes ACMA (Australian Communications and Media Authority) requirements for open cabler registration.

This course also gives you a pathway to the Electrical industry. On completion of the Certificate II in Data and Voice you will have completed 75% of the units of competency in the 1st year of an Electrical apprentice program. The Electrotechnology pre apprentice course only completes 50% of the units of competency in the 1st year of an Electrical apprentice program.

Qualification Duration	Delivery Information	Campus
2 years (7 terms)	Friday	Clarkson, East Perth

### 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
- 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 usually have. An example of the type of calculator you will require can be found at <https://edu.casio.com/products/standard/fx115ms/>

### 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 communications equipment or gain an apprenticeship/traineeship in electronic communications servicing and electrical. You will need to be employed and registered as an apprentice/trainee before you can commence apprenticeship/traineeship training.

Possible job outcomes may include:

- Electronics Service Technician
- Electrotechnology (Electrician)
- Electrical Fitting (Maintenance Electrician)
- Communication Technician
- Security Technician

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

### Study pathways

UEE40711 Certificate IV in Electronics and Communications



# Electrical and Electrotechnology

## UEE21911 Certificate II in Electronics

### Year 11 start – 2 year duration

If you love tinkering around with soldering and electronics parts this is the perfect course for you. It will give you a foundation for further study in fields such as electrotechnology, electronics, computer assembly and servicing, radio communications, telecommunications, security and fire alarms, robotics.

Successful completion could lead to an apprenticeship or employment as a technician's trade assistant in these areas. Many employers regard basic training in 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 engineering 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	Delivery Information	Campus
2 years (6 terms)	Thursday	Clarkson, Midland

### 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
- 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 usually have. An example of the type of calculator you will require can be found at <https://edu.casio.com/products/standard/fx115ms/>

### 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](http://joboutlook.gov.au)

### Study 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

## MEM20413 Certificate II in Engineering Pathways

**Year 11 or 12 start - 1 year duration**

This course is designed as an introduction to the Metals Trades of heavy and light fabrication as well as fitting and machining. You will gain experience in heavy fabrication (boilermaker), light fabrication (sheet metal) and fitting and machining where you will have exposure to welding and shaping metals of various thickness. You will also use hand tools, power tools as well as lathes and milling machines to manufacture engineering projects.

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Thursday and Friday	Clarkson, Midland

### Additional incidental costs

Additional Material Cost: \$75.00

### 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

Not Applicable

### Job outcomes

The successful completion of this qualification provides you with the opportunity to apply for apprenticeships into the metal trades of Heavy Fabrication, Sheet Metal, Fitting and Machining and Mechanical Fitter.

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

### Study pathways

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

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

MEM30205 Certificate III in Engineering - Mechanical Trade (Fitting and Machining, Mechanical Fitter)





# 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.

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Friday	Perth

### 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

### 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

### 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](http://joboutlook.gov.au)

### Study pathways

- MEM40105 Certificate IV in Engineering (Computer Numerical Control/Fluid Power/Instrumentation)
- MEM50212 Diploma of Engineering – Technical (Mechanical)
- MEM60112 Advanced Diploma of Engineering (Mechanical)



# 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, setting up and working on a range of events, organising functions, creating displays, coordinating ticketing and registrations, marketing events via social media, preparing quotes. Northbridge students also learn to set up and operate simple audio, vision and lighting systems for business and entertainment events as part of their Certificate III Events.

- **Joondalup** - hospitality focus
- **Perth** - conferencing focus

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Friday	Joondalup (Kendrew), Perth

### 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](http://joboutlook.gov.au)

### Study pathways

SIT50316 Diploma of Event Management



# Fashion

## MST20616 Certificate II in Applied Fashion Design and Technology

### Year 11 start - 2 year duration

Start on the runway to a successful career pathway in the fashion industry whilst completing your schooling

Learn to design and make contemporary fashion garments and begin your study pathway in fashion design. North Metro TAFE's well established fashion department offers a great place to learn fashion industry skills stimulating design space that combines creativity with the underpinning practical skills in a creative studio space.

The Certificate II in Applied Fashion Design and Technology begins with the necessary building blocks to further your studies in fashion design, such as beginner sewing, beginner pattern cutting, screen printing and fashion drawing. You will learn in a simulated workplace and custom design studio.

Qualification Duration	Delivery Information	Campus
2 Years (6 terms)	Friday	Northbridge

### Additional incidental costs

You will need to purchase a small sewing kit - available from college bookshop at an approximate cost of \$50 or you can purchase from Spotlight. A list of items for the kit will be supplied.

Students will be expected to purchase Specialist Fabrics and notions over the life of the course with an expected outlay of +/- \$200 over the 2 years.

### You must bring/wear:

- Notebook and pens
- Must wear closed in footwear
- Long hair must be tied back
- Must bring sewing kit as above to every class

### Work practice

Not Applicable

### Job outcomes

Successful completion of this qualification provides you with the opportunity to become:

- Retail Fashion Assistant
- Studio Assistant
- Assistant to Visual Merchandiser

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

### Study pathways

MST50116 Diploma of Applied Fashion Design and Merchandising



## 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.

Qualification Duration	Delivery Information	Campus
Yr 11 - 2 years (6 terms)	Friday	Joondalup (Kendrew)
Yr 12 - 1 year (3 terms)	Thursday and Friday	Joondalup (Kendrew)

#### Additional incidental costs

Not applicable

#### You must bring/wear:

- Pens, pencils, notepad
- USB (HDD or SSD) drive - 1 TB or more

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)

#### Study pathways

ICT40515 Certificate IV in Programming  
ICT40315 Certificate IV in Web Administration



# 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.

Qualification Duration	Delivery Information	Campus
2 years (7 terms)	Friday (1st year) Thursday (2nd year)	Joondalup (McLarty), Midland, Mount Lawley

### Additional incidental costs

You are required to purchase a polo shirt (\$30) that can be ordered during orientation.

### You must bring/wear:

- First Aid Certificate - HLTAID003
- 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)

### Study pathways

- HLT54115 Diploma of Nursing
- HLT43015 Certificate IV in Allied Health Assistance  
(Physiotherapy/Occupational Therapy)
- CHC43015 Certificate IV in Ageing Support
- CHC43115 Certificate IV in Disability
- HLT47115 Certificate IV in Hospital/Health Services  
Pharmacy Support
- HLT57915 Diploma of Anaesthetic Technology



# Hospitality

## SIT20416 Certificate II in Kitchen Operations (Commercial Cookery/Patisserie Pre-Apprenticeship)

### Year 11 start – 2 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.

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Friday	Joondalup (Kendrew)

### 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

Approximate cost of full outfit is \$147.00

### 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](http://joboutlook.gov.au)

### Study pathways

SIT30616 Certificate III in Hospitality

SIT30816 Certificate III in Commercial Cookery



# Laboratory Skills

## MSL20118 Certificate II in Sampling and Measurement

**Year 11 or 12 start - 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

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Friday	East Perth

### 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

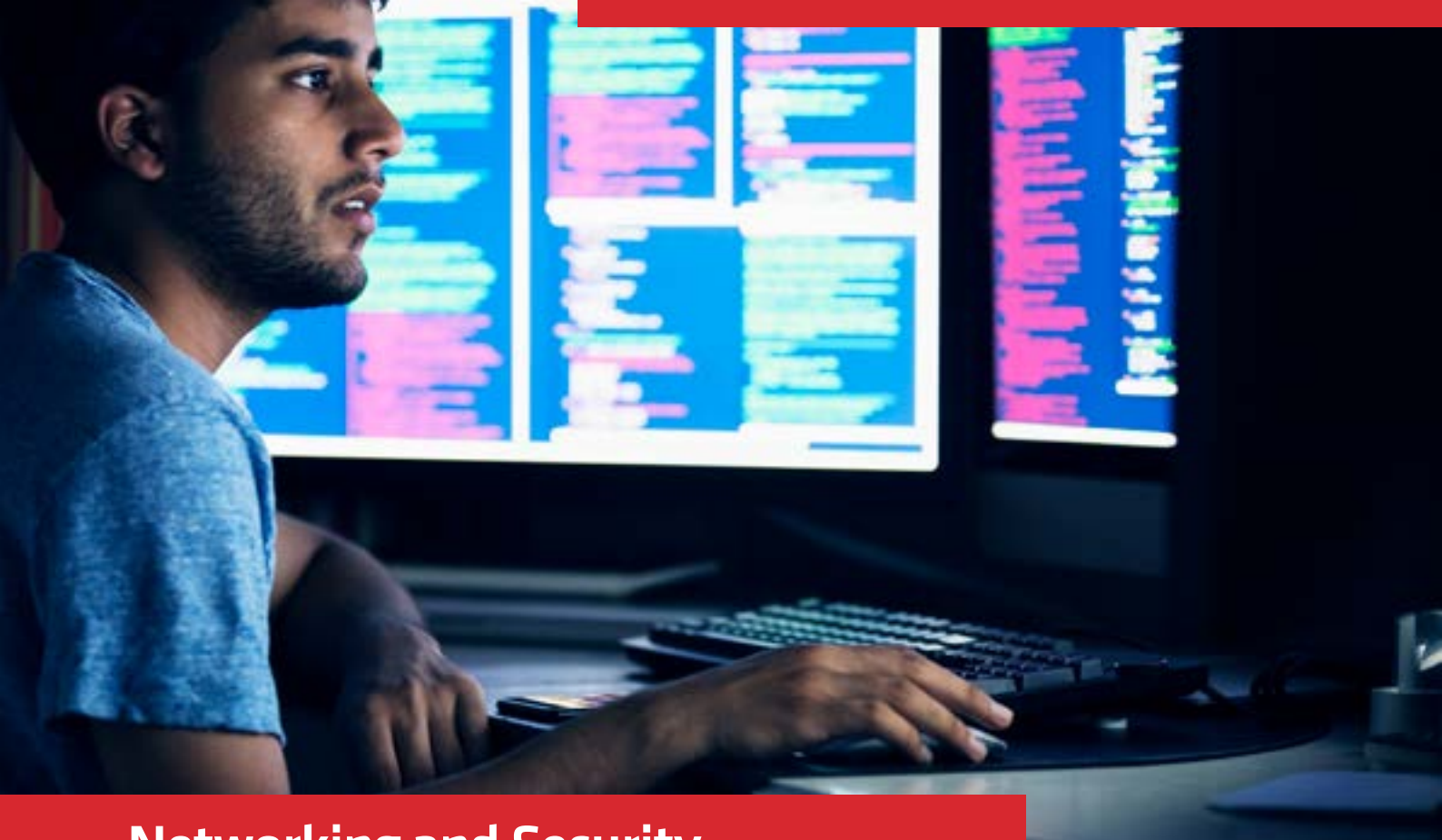
Not applicable

### 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](http://joboutlook.gov.au)

### Study pathways

MSL30118 Certificate III in Laboratory Skills  
 AHC31416 Certificate III in Conservation and Land Management  
 MEM30505 Certificate III in Engineering - Technical



## Networking and Security

### 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 - main pathway to ICT40415 Certificate IV in Information Technology Networking. You will also learn programming techniques, key area for network scripting that also provides a pathway into ICT40515 Certificate IV in Programming.

Qualification Duration	Delivery Information	Campus
Yr 11 - 2 years (6 terms)	Friday	Joondalup (Kendrew)
Yr 12 - 1 year (3 terms)	Thursday and Friday	Joondalup (Kendrew)

#### Additional incidental costs

Not applicable

#### You must bring/wear:

- Pens, pencils, notepad
- USB (HDD or SSD) drive - 1 TB or more

More information will be given on the first day.

#### Work practice

Not applicable

#### Job outcomes

- Call centre officer
- IT technician
- PC support specialist, maintenance technician

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

#### Study pathways

ICT40415 Certificate IV in Information Technology Networking  
ICT40515 Certificate IV in Programming





# Networking and Security

## 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. You can pathway into higher levels, in a hands-on practical environment and 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.

Qualification Duration	Delivery Information	Campus
Yr 11 - 2 years (6 terms)	Friday	Joondalup (Kendrew)
Yr 12 - 1 year (3 terms)	Thursday and Friday	Joondalup (Kendrew)

### Additional incidental costs

Not applicable

### You must bring/wear:

- Pens, pencils, notepad
- USB (HDD or SSD) drive - 1 TB or more

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)

### Study pathways

22334VIC Certificate IV in Cyber Security

ICT40415 Certificate IV in Information Technology Networking



# 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.

Qualification Duration	Delivery Information	Campus
2 years (7 Terms)	Friday	Clarkson

### Additional incidental costs

You will be given course materials and reference books.

### You must bring/wear:

- First Aid Certificate - HLTAID002
- 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 125 hours of work placement outside of class time. As a Pre-Apprentice Plumbing student you will be required to complete 63 hours working directly with a registered Plumber.

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)

### Study pathways

CPC32413 Certificate III in Plumbing (Apprenticeship)



## Fee for Service Courses

Various study areas are providing Fee for Service courses at North Metropolitan TAFE for 2020.




These courses are generally to replace qualifications that are not funded in the VET Delivered to Secondary Students Profile offerings. If you require further information please contact the area via the contact options provided on the following pages.

### Fee for Service Courses


National code and course name	Campus
SHB30215 Certificate III in Make-Up	Joondalup, Midland, Perth
22289VIC Certificate II in Integrated Technologies (Robotics Control Systems)	East Perth
CUA31015 Certificate III in Screen and Media (Digital)	Joondalup, East Perth
CUA31015 Certificate III in Screen and Media (Film and Television)	Perth and East Perth
CUA31015 Certificate III in Screen and Media (Radio Broadcasting)	Leederville
SIS30115 Certificate III in Sport and Recreation	Leederville

### Contacts

#### General enquiries/course information

-  1300 300 822
-  enquiry@nmtafe.wa.edu.au
-  northmetrotafe.wa.edu.au

#### 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](http://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.



# Fee for Service Courses

## 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 artistic techniques and business skills needed to start your own make up artistry business, or work in a retail environment or in fashion as a runway specialist. You could also work in photography covering bridal and fashion or 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	Delivery Information	Campus
2 years (6 terms)	Friday	Joondalup (McLarty), Midland, Perth

### Course fees

**\$3,759 (2019 course fees)**

### You must bring/wear:

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

- Makeup brush set - available from the college bookshop at an approximate cost of \$120
- 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
- Compulsory uniform - 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.

### Eligibility

You must be completing Year 11 in 2020. This course contributes to your WACE score.

### Pathway

SHB30115 Certificate III in Beauty  
SHB50115 Diploma of Beauty Therapy

### Further information

#### Joondalup and Midland

Cynthia Lee

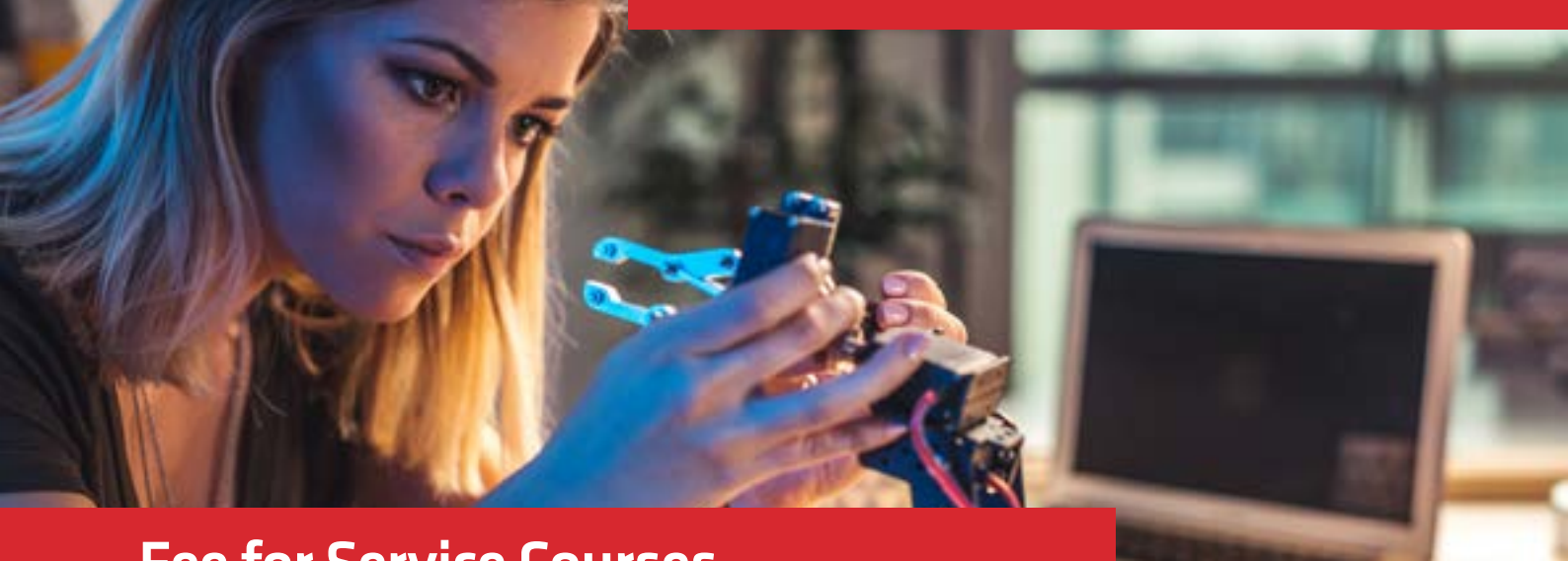
**E** [Cynthia.Li@nmtafe.wa.edu.au](mailto:Cynthia.Li@nmtafe.wa.edu.au)

#### Northbridge

Brooke Allen

**E** [Brooke.Allen@nmtafe.wa.edu.au](mailto:Brooke.Allen@nmtafe.wa.edu.au)

**T** 1300 300 822



## Fee for Service Courses

### 22289VIC Certificate II in Integrated Technologies (Robotics Control Systems)

**Year 11 start – 2 year duration**

#### Are you interested in a career in robotics, automation and mechatronics?

If you want to take a hands on approach to a career in this growth industry then you'll get the skills and knowledge you need with this specialised Certificate II course. In this entry level course, learners will gain foundation skills required by industries involved with automation and robotics. The units will be taught in a very hands-on approach through two projects involving simple robotics. In addition, students will learn basic electronics, programming, 3D printing and will be introduced to engineering drawings. Students will also gain skills in using basic hand tools.

Qualification Duration	Delivery Information	Campus
2 years (6 terms)	Wednesday (1st year), Thursday (2nd year)	East Perth

#### Course fees

**\$5034.24 (2019 course fees)**

#### You must bring/wear:

- Pens, pencils, notebook
- Steel cap boots
- Acceptable clothing (no loose clothing)
- Hair tied back (no long untied hair allowed in workshops)

#### Work practice

Not applicable

#### Eligibility

You must be completing Year 11 in 2020. This course contributes to your WACE score.

#### Pathway

##### Engineering

- 22263VIC Certificate IV in Integrated Technologies (specialising in Motor Control and Programmable Logic Controllers) with job outcomes or pathways into a Diploma

- MEM50212 Diploma of Engineering – Technical (Mechanical) to MEM60112 Advanced Diploma of Engineering (Mechanical) to the 2nd year of Curtin University's Engineering Program in a similar area
- 52725WA Diploma of Civil and Structural Engineering to 52724WA Advanced Diploma of Civil and Structural Engineering to the 2nd year of Curtin University's Engineering Program in a similar area.

##### Electrotechnology/Electronics

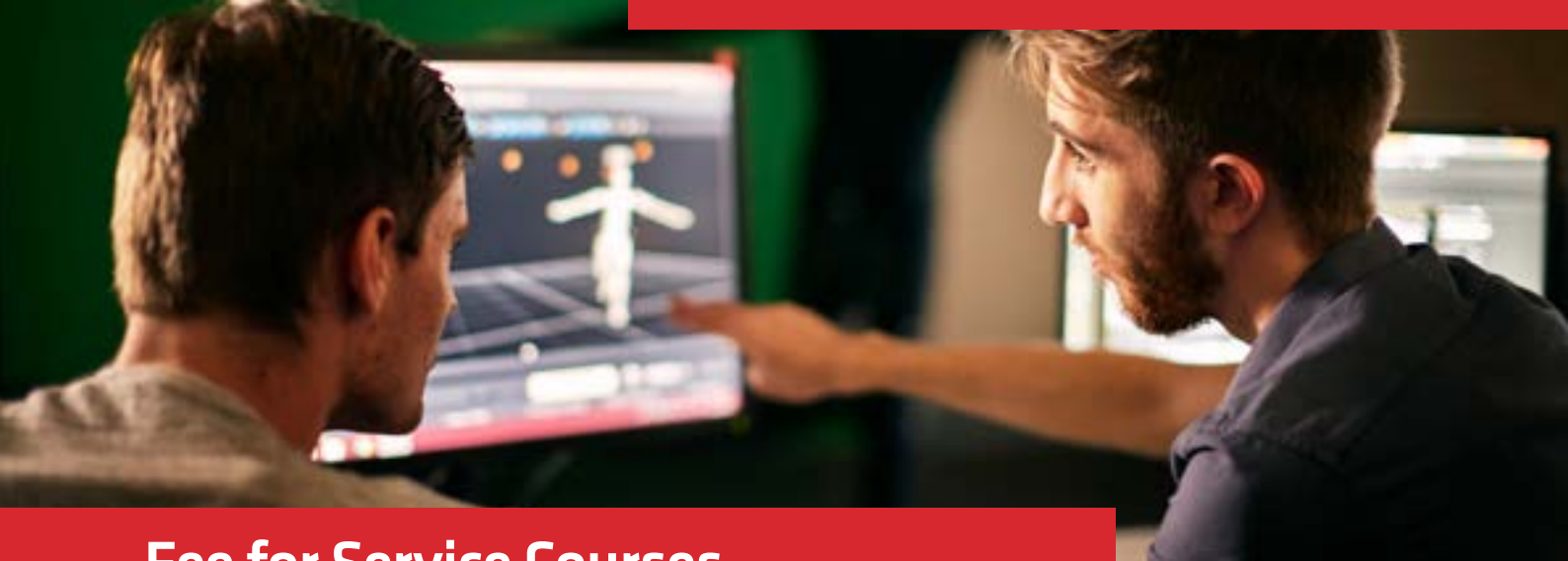
- UEE30811 Certificate III in Electrotechnology Electrician (Apprentice) to UEE40411 Certificate IV in Electrical – Instrumentation
- UEE30911 Certificate III of Electronics and Communication (Apprentice) to UEE40711 Certificate IV in Electronics and Communications
- UEE40711 Certificate IV in Electronics and Communications

#### Further information

Angeline Celestine

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**T** 1300 300 822



## Fee for Service Courses

### CUA31015 Certificate III in Screen And Media

#### Digital Stream (AA87 Pathway)

#### See yourself working in the media?

The Certificate III in Screen & Media (Animation & Visualisation) is the introductory animation primer for high school students. The main aim is providing foundation skills in 2D and 3D animation, creative writing, digital design, sound and creative industry skills.

This course will provide you with the foundation skills required for further study or entry level employment in the screen and media industry.

You will cover topics such as:

- 2D animation
- 3D modelling
- Digital Design
- Video Editing

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Wednesday (Semester 1), Thursday (Semester 2)	Joondalup (Kendrew)
1 year (3 terms)	Friday	East Perth

#### Course fees

**\$3,800 (2019 course fees)**

#### You must bring/wear:

- Pens, pencils, notepad
- USB

#### Work practice

Not applicable

#### Eligibility

You must be completing Year 11 or 12 in 2020. This course contributes to your WACE score.

In the event of insufficient student numbers, there is a possibility that VETDSS classes will be combined with the scheduled non-VETDSS classes.

#### Pathway

ICT40915 Certificate IV in Interactive Games (Midland)

CUA41215 Certificate IV in Screen and Media (Animation and Visualisation) (Joondalup)

CUA51015 Diploma of Screen and Media (Animation and Games Design) (East Perth)

#### Further information

##### East Perth

Adil Mistry

E [adil.mistry@nmtafe.wa.edu.au](mailto:adil.mistry@nmtafe.wa.edu.au)

##### Joondalup

Tanya Beeson

E [tanya.beeson@nmtafe.wa.edu.au](mailto:tanya.beeson@nmtafe.wa.edu.au)

T 1300 300 822



## Fee for Service Courses

### CUA31015 Certificate III in Screen And Media

#### Film and TV Stream (AB00 Pathway)

If you want to enter the exciting world of film and television this course is your best start. You will learn to work to a deadline and become familiar with screen industry trends and technology. You will also train on industry standard software and equipment. This course will provide you with the foundation skills required for further study or entry level employment in the screen and media industry.

You will cover topics such as:

- Design aspects of film and television productions
- Understanding the production elements required for short films, television commercials and corporate videos
- Film crew roles, in conjunction with active participation in several film shoots
- Photography

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Thursday	Perth (Term 1 & 2), East Perth (Term 3)

#### Course fees

**\$3,480 (2019 course fees)**

#### You must bring/wear:

- Pens, pencils, notepad
- USB

#### Work practice

Not applicable

#### Eligibility

You must be completing Year 11 or 12 in 2020. This course contributes to your WACE score.

#### Pathway

CUA51015 Diploma of Screen and Media (Film and Television)

#### Further information

Anne Liedel

E [anne.liedel@nmtafe.wa.edu.au](mailto:anne.liedel@nmtafe.wa.edu.au)

T 1300 300 822



## Fee for Service Courses

### CUA31015 Certificate III in Screen And Media

#### Radio Broadcasting (AA86 Pathway) - your introduction to broadcast radio

This course is an introductory qualification to the world of radio broadcasting. Through study you will develop your analytical, performance and creative skills under the guidance of highly experienced industry lecturers and professional guest lecturers. You will produce and host your own radio show, incorporating your skills in the areas of sound production and digital content on a daily basis.

You will cover topics such as:

- Radio announcing
- Producing
- Sound production
- Digital content

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Thursday	Leederville

#### Course fees

\$3,440 (2019 course fee)

#### You must bring/wear:

- Pens, pencils, notepad
- USB

#### Work practice

Not applicable

#### Eligibility

You must be completing Year 11 or 12 in 2020. This course contributes to your WACE score.

#### Pathway

CUA51015 Diploma of Screen and Media (Radio Broadcasting).

#### Further information

Kim Siragusa

E [kim.siragusa@nmtafe.wa.edu.au](mailto:kim.siragusa@nmtafe.wa.edu.au)

T 1300 300 822





# Fee for Service Courses

## SIS30115 Certificate III in Sport and Recreation

### Athlete Development Centre

North Metropolitan TAFE established its Athlete Development Centre (ADC) in 2009, and has strong partnerships with the sports industry such as West Coast Eagles, Football West and Basketball WA among others.

We are offering this unique program again in 2020. The Certificate III in Sport and Recreation, along with your WACE, will ensure you are well prepared for entry into either the Diploma of Sport Development (which includes participation in the full time ADC) or the Certificate III and IV in Fitness.

You will cover topics such as:

- Planning and delivering sport and recreation sessions
- Coaching
- Nutrition
- Fitness
- Social media and sports technology
- Coordinating sports competitions and events
- Risk management
- Emergency planning

Qualification Duration	Delivery Information	Campus
1 year (3 terms)	Friday	Leederville

### Course fees

**\$3,120 (2019 course fee)**

### You must bring/wear:

- First Aid Certificate - HTLAID003
- Hat, water bottle, closed footwear (joggers), appropriate attire for physical activity, whistle
- Pens, pencils, notebook

### Work practice

Not applicable

### Eligibility

You must be completing Year 11 or 12 in 2020 and be on track to meet minimum requirements for WACE.

There are no pre-requisites for the course, but ideally you will be completing Physical Education Studies or have previously attained a Certificate II in Sport and Recreation.

Due to the fast paced nature of the course, it is also recommended that you have a minimum 2 years previous and ongoing experience as:

- a player, coach or official in a sporting club; or
- an active member of a gym/fitness centre.

### Pathway

Successful completion of this qualification provides you with job role opportunities within fitness centres, sporting grounds or complexes, leisure, aquatic and community recreation centres. In addition, on successful completion of the Certificate III, graduates may transition into the full time SIS40612 Certificate IV in Sport Development/SIS50612 Diploma of Sport Development course.

### Further information

Jeremy Sorensen

**E** [coordinator.perth3@nmtafe.wa.edu.au](mailto:coordinator.perth3@nmtafe.wa.edu.au)

**T** 1300 300 822



CRICOS: 00020G // RTO: 52786 // TEQSA: PRV14273

### General enquiries/course information

 1300 300 822 |  [enquiry@nmtafe.wa.edu.au](mailto:enquiry@nmtafe.wa.edu.au) |  [northmetrotafe.wa.edu.au](http://northmetrotafe.wa.edu.au)

### 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](http://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.