

VET COURSES 2025

22/9/2025

AUTOMOTIVE

Certificate II Automotive Vocational Preparation		Automotive Institute of Technology MTA WA Training Inc.
Course Code: AUR20720		253 Balcatta Road BALCATT
1 year program - Tuesday or Thursday delivery 11 th February – 25 th September 2025 Time 8:30am – 3.00pm		RTO Code 0627
National Code	UNIT NAME	Nominal Hrs
AURAEA002	Follow environmental and sustainability best practice in an automotive workplace	20
AURASA102	Follow safe working practices in an automotive workplace	20
AURETR115	Inspect, test and service batteries	20
AURTTE104	Inspect and service engines	20
AURTTK102	Use and maintain workplace tools and equipment in an automotive work	30
AURTTK001	Use and maintain measuring equipment in an automotive workplace	16
AURFA103	Communicate effectively in an Automotive workplace	20
AURLTA101	Identify Automotive mechanical systems and components	15
AURTTE003	Remove and tag engine system components	22
AURETR006	Solder electrical wiring and circuits	20
AURETR103	Identify automotive electrical systems and components	10
AURFA104	Resolve routine problems in an Automotive workplace	20
	Total Nominal Hours	233

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Business

Certificate III in Business		AUSTRALIAN WA AWA	
Course Code: BSB30120			
Time: 8.30am – 2:30pm		RTO Code: 52946	
11 February – 23 September 2025			
National Code	UNIT NAME	Nominal Hrs	
BSBCRT311	Apply critical thinking skills in a team environment	45	
BSBPEF201	Support personal wellbeing in the workplace	45	
BSBSUS211	Participate in sustainable work practices	30	
BSBTWK301	Use exclusive work practices	35	
BSBWHS311	Assist with maintaining workplace safety	40	
BSBXCM301	Engage in workplace communication	35	
BSBTEC201	Use business software applications	55	
BSBXCS305	Identify and assess cyber security insider threats and risks	40	
BSBESB302	Develop and present business proposals	30	
BSBOPS405	Organise business meetings	50	
BSBFIN301	Process financial transactions	25	
FNSFLT213	Develop knowledge of debt and consumer credit	25	
FNSFLT216	Develop knowledge of taxation	35	
	Total Nominal Hours	490	

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Certificate IV Business		AUSTRALIAN WA AWA
Course Code: BSB40120		
22 October – 3 December 2024 4 February – 23 September 2025		RTO Code: 52946
National Code	UNIT NAME	Nominal Hrs
BSBCRT411	Apply critical thinking to work practices	55
BSBTEC404	Use digital technologies to collaborate in a work environment	45
BSBTWK401	Build and maintain business relationships	45
BSBWHS411	Implement and monitor WHS policies, procedures and programs	40
BSBWRT411	Write complex documents	50
BSBXCM401	Apply communication strategies in the workplace	45
BSBPEF402	Develop personal work priorities	35
BSBPEF403	Lead personal development	35
BSBOPS405	Organise business meetings	50
BSBFIN301	Process financial transactions	25
BSBESB302	Develop and present business proposals	30
BSBCMM411	Make presentations	30
	Total Nominal Hours	485

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Community Services

Certificate III Community Services	Fremantle Education Centre	
Course Code: CHC32015	Fremantle Education Centre Cnr Cantonment and Parry Streets FREMANTLE	
Time: 8.30am – 2:30pm 11 February – 23 September 2025	RTO Code: 50354	
National Code	UNIT NAME	Nominal Hrs
HLTWHS002	Follow safe work practices for direct client care	25
CHCCOM005	Communicate and work in health or community services	50
CHCCCS016	Respond to client needs	55
CHCDIV001	Work with diverse people	30
HLTWHS006	Manage personal stressors in the work environment	35
CHCCOM001	Provide first point of contact	30
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
CHCADV001	Facilitate the interests and rights of clients	55
CHCDIV002	Promote Aboriginal and/or Torres Strait Island cultural safety	30
CHCPRT025	Identify and respond to children and young people at risk	45
BSBCMM211	Apply communication skills	35
BSBPEF301	Organise personal work priorities	30
	Total Nominal Hours	475

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Certificate IV Community Services		Fremantle Education Centre
Course Code: CHC42021	Fremantle Education Centre Cnr Cantonment and Parry Streets FREMANTLE	
Time: 8.30am – 2:30pm 11 February – 23 September 2025	RTO Code: 50354	
National Code	UNIT NAME	Nominal Hrs
CHCADV001	Facilitate the interests and rights of clients	55
CHCCOM002	Use communication to build relationships	45
CHCDFV001	Recognise and respond appropriately to domestic and family violence	45
CHCDIV001	Work with diverse people	30
CHCLEG001	Work legally and ethically	50
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
HLTWHS002	Follow safe work practices for direct client care	25
CHCCCS004	Assess co-existing needs	60
CHCINM002	Meet Community information needs	30
CHCCCS010	Maintain a high standard of service	30
CHCCCS006	Facilitate individual service planning and delivery	60
CHCPRP003	Reflect on and improve own professional practice	40
CHCPRT025	Identify and report children and young people at risk	45
CHCDIV002	Promote Aboriginal and/or Torres Strait islander cultural safety	30
HLTWHS006	Manage personal stressors in the work environment	35
	Total Nominal Hours	635

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Construction

Certificate II Building and Construction Pathways		North Metropolitan TAFE
Course Code: 52893WA		Loxwood Road BALGA
Time: 7:30am – 3:00pm Carpentry Workshop 1 st year of a 2-year program 11 February – 22 July 2025		RTO Code: 52786 110 hours of work experience required over 2 years
National Code	UNIT NAME	Nominal Hrs
CPCCOM1014	Conduct workplace communication	16
CPCCOM1012	Work effectively and sustainably in the construction industry	16
CPCCWHS2001	Apply OSH requirements, policies & procedures in the construction industry	32
CPCCOM1015	Carry out measurements and calculations	16
CPCCOM1013	Plan and organise work	16
CPCCOM2001	Read and interpret plans and specifications	32
CPCWHS1001	Prepare to work safely in the construction industry	6
ASBAWA201	Practice asbestos awareness in the construction industry	8
	110 hours on site work placement over 2 years	
	Total Nominal Hours	142

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Certificate II in Building and Construction Pathways		North Metropolitan TAFE	
Course Code: 52893WA Carpentry		Loxwood Road BALGA	
Time: 8:30am – 3:15pm 2 nd year of a 2-year program 4 February – 1 July 2025		RTO Code: 52786 On site work placement over 2 years – 110 hours	
National Code	UNIT NAME	Nominal Hrs	
CPCCCA2002	Use carpentry tools and equipment	52	
CPCCCA3027	Set up, operate and maintain indirect action powder-actuated power tools	20	
CPCCCM2008	Erect and dismantle restricted height scaffolding	16	
CPCCCM2012	Work safely at heights	16	
CPCCCA2011	Handle carpentry materials	16	
CPCCCM2006	Apply basic levelling procedures	16	
	110 hours on site work placement over 2 years		
	Total Nominal Hours	136	

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Early Childhood Education and Care

Certificate III Early Childhood Education and Care 1 Year Course		Fremantle Education Centre
Course Code: CHC30121	Cnr Cantonment and Parry Streets FREMANTLE	
Time : 8.30am – 2.30pm 11 February – 23 September 2025 (and 22 October 2025)	RTO Code: 50354 160 hours work experience required	
National Code	UNIT NAME	Nominal Hrs
CHCECE031	Support children's health, safety and wellbeing	145
CHCECE032	Nurture babies and toddlers	95
CHCDIV001	Work with diverse people	30
HLTWHS001	Participate in workplace health and safety	30
CHCPRT025	Identify and report children and young people at risk	45
HLTAID012	Provide First Aid in an education and care setting	22
CHCECE030	Support inclusion and diversity	55
CHCECE056	Work effectively in children's education and care	70
CHCECE037	Support children to connect with the natural environment	45
CHCECE034	Use an approved learning framework to guide practice	70
CHCECE035	Support the holistic learning and development of children	100
CHCECE033	Develop positive and respectful relationships with children	120
CHCECE038	Observe children to inform practice	35
CHCECE036	Provide experiences to support children's play and learning	70
CHCPRP003	Reflect on and improve own professional practice	40
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander people's culture	50
CHCECE055	Meet legal and ethical obligations in children's education and care	55
	160 hours work experience requirement	
	Total Nominal Hours	1077

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School Based Education Support (School - Education Assistant)

Certificate III in School Based Education Support 1 Year Course		Fremantle Education Centre
Course Code: CHC30221	Cnr Cantonment and Parry Streets FREMANTLE	
Time : 8.30am – 2.30pm 11 February – 1 July 2025 (and 23 September 2025)	RTO Code: 50354 100 hours work experience required	
National Code	UNIT NAME	Nominal Hrs
CHCEDS033	Meet legal and ethical obligations in an education support environment	30
CHCEDS040	Search and access online information	25
CHCEDS035	Contribute to student education in all developmental domains	55
CHCEDS037	Support the development of numeracy skills	55
CHCEDS036	Support the development of literacy and oral language skills	70
CHCDIV001	Work with diverse people	30
CHCEDS044	Support development of student research skills	25
CHCEDS041	Set up and sustain learning areas	40
CHCEDS034	Contribute to the planning and implementation of educational programs	65
CHCEDS061	Support responsible student behaviour	40
CHCEDS059	Contribute to the health, safety, and wellbeing of students	30
CHCEDS060	Work effectively with students and colleagues	45
CHCEDS057	Support students with additional needs in the classroom	75
HLTWHS001	Participate in workplace health and safety	30
CHCPRT001	Identify and respond to children and young people at risk	30
	100 hours work experience requirement	
	Total Nominal Hours	645

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Certificate IV in School Based Education Support		Fremantle Education Centre
Course Code: CHC40221	Cnr Cantonement / Parry Streets FREMANTLE	
Time: 8.30 am - 2.30 pm 22 October 2024 – 1 July 2025 (and 23 September 2025)	RTO Code: 50354 100 hours work experience required	
National Code	UNIT NAME	Nominal Hrs
CHCEDS047	Assist in facilitation of student learning	45
CHCEDS048	Work with students in need of additional learning support	65
CHCEDS051	Facilitate learning for students with disabilities	65
CHCEDS056	Provide support to students with autism spectrum disorder	45
CHCEDS045	Support student mathematics learning	40
CHCEDS046	Support student literacy learning	60
CHCEDS053	Assist in production of language resources	35
CHCEDS058	Support the implementation of behaviour plans	65
CHCECE054	Encourage understanding of Aboriginal and/or Torres Strait Islander peoples' cultures	50
CHCPRP001	Develop and maintain networks and collaborative partnerships	55
CHCPRP003	Reflect on and improve own professional practice	40
CHCPRT001	Identify and respond to children and young people at risk	30
CHCEDS044	Support development of student research skills	25
HLTWHS001	Participate in workplace health and safety	30
CHCEDS059	Contribute to the health, safety, and wellbeing of students	30
CHCEDS033	Meet legal and ethical obligations in an education support environment	30
CHCDIV001	Work with diverse people	30
	100 hours work experience requirement	
	Total Nominal Hours	740

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Electrotechnology

Certificate II Electrotechnology (Pre-Apprenticeship) 2 nd Year of 2 Year Course		North Metropolitan TAFE	
Course Code: UEE22020		31 Harmony Avenue, Clarkson	
Time: 8.00am – 4.00pm 4 February to 19 August 2025		RTO Code: 52786	
National Code	UNIT NAME		Nominal Hrs
UEECD0009	Carry out routine work activities in an energy sector environment		36
UEECD0034	Produce routine work activities in an energy sector environment		36
UEECD0021	Identify and select components, accessories and materials for energy sector activities		18
UEERL0001	Attach cords and plugs to electrical equipment for connection to a single phase 230 volt supply		18
	Work Experience 150 hours over 2 years		
	Total Nominal Hours		108

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Certificate II Electrotechnology (Pre-Apprenticeship) 1st Year of 2 Year Course		College of Electrical Training	
Course Code: UEE22020		20 Injune Way Joondalup	
Time: 8.00am – 4.00pm 22 July to September 2026		RTO Code: 2394	
National Code	UNIT NAME		Nominal Hrs
CPCCWHS1001	Prepare to work Safely in the Construction Industry		6
UEECD0007	Apply work health and safety regulations, codes and practices in the workplace		18
UEECD0019	Fabricate, assemble and dismantle utilities industry components		36
UEECD0034	Produce routine tools/devices for carrying out energy sector work activities		36
UEECD0038	Provide solutions and report on routine electrotechnology problems		54
UEECD0046	Solve problems in single path circuits		36
UEECD0052	Use of routine equipment, plant & technologies in an energy sector environment		36
	Work Experience 150 hours over 2 years		
	Total Nominal Hours		222

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Health Services

Certificate IV in Preparation for Health and Nursing Studies		Health Science Hub	
Course Code: 52895WA		Level 1, 100 Stirling Street, Perth	
Time: 9.00am – 3.00pm Dates: 4 February – 23 September 2025		RTO Code: 52806	
National Code	UNIT NAME	Nominal Hrs	
BSBTEC301	Design and produce business documents	70	
PREASU403	Apply academic skills	40	
PREMHS402	Provide information on the fundamental principles of microbiology used in health settings	30	
BSBMED301	Interpret and apply medical terminology appropriately	40	
PREAPU401	Provide information on human anatomy and physiology	60	
PREPHC405	Use fundamentals of physics and chemistry in a health context	35	
PREMHA404	Use mathematics in a nursing and health context	45	
	Total Nominal Hours	320	

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Certificate III Health Services Assistance		Health Science Hub
Course Code: HLT33115		Level 1, 100 Stirling Street, Perth
Time: 9.00am – 3.00pm Dates: 4 February - 23 September 2025		RTO Code: 52806
National Code	UNIT NAME	Nominal Hrs
CHCCCS012	Prepare and maintain beds	10
CHCDIV001	Work with diverse people	30
CHCMHS001	Work with people with mental health Issues	50
HLTAAP001	Recognise healthy body systems	20
HLTWHS001	Participate in workplace health and safety	30
BSBMED301	Interpret and apply medical terminology appropriately	40
BSBWOR301	Organise personal work priorities and development	30
CHCCCS002	Assist with movement	20
HLTHPS001	Take clinical measurements	50
CHCCOM005	Communicate and work in health or community services	50
HLTAID009	Provide cardiopulmonary resuscitation	4
HLTAID011	Provide First Aid	18
HLTINF006	Apply basic principles and practices of infection prevention and control	50
HLTAID010	Provide basic emergency life support	12
CHCCCS001	Address the needs of people with chronic disease	50
	Total Nominal Hours	464

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Fitness

Certificate III in Fitness	Sero Institute	
Course Code SIS30321	RTO 32303	
Time: 8.30am – 2.30pm 1 year course 11 February – 28 October 2025	Diamond Fitness Osborne Park	
National Code	UNIT NAME	Nominal Hrs
SISSSCO007	Apply sport psychology principles	40
BSBPEF301	Organise personal work priorities	30
HLTAID011	Provide First Aid	18
HLTWHS001	Participate in workplace health and safety	30
SISFFIT032	Complete pre-exercise screening and service orientation	20
SISFFIT033	Complete client fitness assessments	25
SISFFIT035	Plan group exercise sessions	55
SISFFIT036	Instruct group exercise sessions	70
SISFFIT040	Develop and instruct gym-based exercise programs for individual clients	45
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective exercise	90
SISFFIT052	Provide healthy eating information	50
BSBXTW301	Work in a team	35
SISXIND009	Respond to interpersonal conflict	30
SISFFIT037	Develop and instruct group movement programs for children	70
BSBOPS304	Deliver and monitor a service to customers	50
	Total Nominal Hours	658

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Certificate IV in Fitness		Sero Institute	
Course Code SIS40221		RTO 32303	
Time: 8.30am – 2.30pm 1 year course (Year 12 only) 22 October – 19 November 2024 plus 4 February – 23 September 2025		Diamond Fitness Osborne Park	
National Code	UNIT NAME	Nominal Hrs	
CHCCOM006	Establish and manage client relationships	30	
SISFFIT041	Develop personalised exercise programs	65	
SISFFIT042	Instruct personalised exercise sessions	65	
SISFFIT043	Develop and instruct personalised exercise programs for body composition goals	45	
SISFFIT044	Develop and instruct personalised exercise programs for older clients	70	
SISFFIT045	Develop and instruct personalised exercise programs for adolescent clients	80	
SISFFIT049	Use exercise science principles in fitness instruction	55	
SISFFIT050	Support exercise behavior change	50	
SISFFIT051	Establish and maintain professional practice for fitness instruction	55	
SISFFIT053	Support healthy eating for individual fitness clients	65	
SISXCAI008	Plan, conduct and review training and recovery programs	40	
SISXCAI011	Develop and deliver long-term training programs	55	
SISXCAI009	Instruct strength and conditioning techniques	60	
SISXCAI010	Develop strength and conditioning programs	40	
SISXIND012	Select and use technology for sport, fitness and recreation work	40	
SISXIND005	Coordinate work teams or groups	20	
BSBESB404	Market new business ventures	45	
	Total hours	880	

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Plumbing

Certificate II Plumbing		North Metropolitan TAFE	
Course Code: 52887WA		Loxwood Road BALGA	
Time: 8:00am – 2.45pm 1 st year of a 2-year program 11 February – 22 July 2025		RTO Code: 52786 150 hours work experience required over 2 years	
National Code	UNIT NAME	Nominal Hrs	
CPCCWHS2001	Apply WHS requirements, policies and procedures in the construction industry	32	
CPCWHS1001	Prepare to work safely in the construction industry	6	
CPCPCM2043	Carry out WHS requirements	34	
CPCPCM2052	Weld mild steel using oxy-acetylene equipment	8	
CPCPCM2048	Cut and join sheet metal	16	
CPCPCM2046	Use plumbing hand and power tools	35	
CPCPCM2055	Work safely on roofs	15	
CPCCCM2012	Work safely at heights	16	
ASBAWA201	Practice asbestos awareness in the construction industry	8	
	150 hours of work placement over 2 years		
	Total Nominal Hours	155	

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Certificate II Plumbing	North Metropolitan TAFE	
Course Code: 52887WA	Loxwood Road BALGA	
Time: 8:00am – 2.45pm 2 nd year of a 2-year program 4 February – 1 July 2025	RTO Code: 52786 150 hours work experience required over 2 years	
National Code	UNIT NAME	Nominal Hrs
HLTAID011	Provide First Aid	18
CPCPCM2041	Work effectively in the plumbing services sector	16
CPCPCM2039	Carry out interactive workplace communication	12
CPCPCM2045	Handle and store plumbing materials	12
CPCPCM2047	Carry out levelling	12
CPCCCM2008	Erect and dismantle restricted height scaffolding	16
CPCCCM2012	Work safely at heights	16
CPCPCM2055	Work safely on roofs	15
CPCPCM2054	Carry out simple concreting and rendering	24
CPCPDR2025	Install stormwater and sub-soil drainage systems and drain work site	20
	150 hours of work placement over 2 years	
	Total Nominal Hours	161

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Animal Care

Certificate II Animal Care		Applied Vocational Training	
Course Code: ACM20121		Landsdale Farm	
Time: 8:00am – 3.00pm 2 Terms 11 February – 29 July 2025		RTO Code: 5273	
National Code	UNIT NAME	Nominal Hrs	
ACMWHS201	Participate in workplace health and safety processes	35	
ACMGEN202	Complete animal care hygiene routines	65	
BSBCMM211	Apply communication skills	35	
ACMGEN203	Feed and water animals	20	
ACMGEN204	Assist in health care of animals	30	
ACMSUS201	Participate in environmentally sustainable work practices	20	
ACMGEN201	Work in the animal care industry	25	
ACMINF201	Handle companion animals safely and follow infection control guidelines	55	
ACMGEN103	Assist in the care of animals	20	
ACMGEN205	Source and provide information for animal care needs	35	
ACMGEN102	Approach and handle a range of calm animals	20	
ACMGEN309	Provide basic animal first aid	35	
	Total Nominal Hours	395	

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Resources and Infrastructure

Certificate II Resources and Infrastructure Work Preparation		Breight Education	
Course Code: RII20120		Belmont	
Time: 8:15am – 3.30pm 11 February – 1 July 2025		RTO Code: 45006	
National Code	UNIT NAME	Nominal Hrs	
CPCWHS1001	Prepare to work safely in the construction industry	6	
RIICOM201E	Communicate in the workplace	20	
RIIENV201E	Identify and assess environmental and heritage concerns	20	
RIIRIS201E	Conduct local risk control	20	
RIIWHS201E	Work safely and follow WHS policies and procedures	30	
RIISAM202E	Isolate and access plant	20	
RIISAM203E	Use hand and power tools	60	
RIISAM207E	Apply operational maintenance skills	50	
RIIWHS202E	Enter and work in confined spaces	24	
RIIWHS204E	Work safely at heights	16	
MSMWHS217	Gas test atmospheres	30	
	Total Nominal Hours	296	

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Retail Cosmetics

Certificate II in Retail Cosmetics		North Metropolitan TAFE
Course Code: SHB20121		Joondalup (McClarty) Campus
Time: 9.00am – 3.30pm 1 year course 11 February – 9 December 2025		RTO Code: 52786
National Code	UNIT NAME	Nominal Hrs
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	45
SHBXIND003	Comply with organisational requirements within a personal services environment	40
SIRXIND003	Organise personal work requirements	15
SHBXIND005	Communicate as part of a salon team	25
SHBXCCS007	Conduct salon financial transactions	25
SHBXWHS003	Apply safe hygiene, health and work practices	35
SHBBCCS005	Advise on beauty products and services	25
SHBBMUP009	Design and apply make-up	40
SHBBCCS004	Demonstrate retail skin care products	25
SHBBRES003	Research and apply beauty industry information	20
SHBBBOS007	Apply cosmetic tanning products	20
SHBXCCS008	Provide salon services to clients	25
SHBBINF002	Maintain infection control standards	70
SHBBSKS006	Pierce ear lobes	20
BSBSUS211	Participate in sustainable work practices	30
	Total Nominal Hours	460