

# ASQA Update December 2011

Welcome to the December edition of the *ASQA Update*, prepared by the Australian Skills Quality Authority (ASQA)—the new national vocational education and training (VET) regulator.

The *ASQA Update* is sent monthly to ASQA registered training organisations (RTOs), course owners, stakeholders and subscribers.

Past updates and additional information about ASQA are available on our website at [www.asqa.gov.au](http://www.asqa.gov.au).

## General direction—transition and teach out

A general direction may be given by ASQA, as the National VET Regulator, on the way in which the VET Quality Framework and other conditions defined in the Act are to be complied with. It is a condition of registration that an ASQA RTO must comply with any such general directions.

The Chief Commissioner has recently issued the [General direction—transition and teach out](#), a general direction made under section 28(1) of the *National Vocational Education and Training Regulator Act 2011* to help ASQA RTOs manage the transition from superseded Training Packages and accredited courses.

This general direction also guides RTOs in managing the transition from superseded units of competency, and from deleted Training Package qualifications and expired accredited courses. The general direction describes arrangements for the 'teach-out' of students enrolled in superseded or deleted qualifications, or superseded or expired accredited courses.

## Regulating RTO delivery of elective units—new ASQA fact sheet published

ASQA has recently published clarification on the requirements for ASQA RTOs wanting to deliver elective units.

As a general rule, ASQA RTOs can offer/deliver units as electives within the packaging rules of a qualification on their scope of registration **even if the units are:**

- not drawn from a qualification the RTO is registered to provide, and
- not drawn from the training package that hosts the qualification into which the unit is being drawn as an elective

—without notifying or formally applying to ASQA.

However, there are some conditions of which RTOs should be aware. For more information, read the [Fact sheet—RTO delivery of elective units](#).

## Self-assessment checklist for 'Application for initial registration'

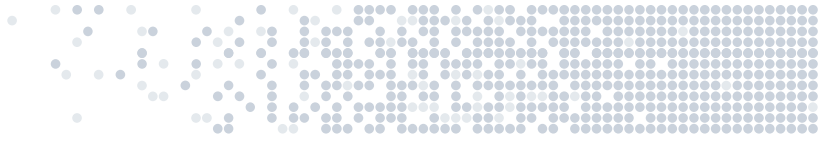
The completion of a self assessment is a mandatory part of the application for initial registration. While the format of the self assessment is optional, applicants may find it useful to use the template provided by ASQA.

The self-assessment checklist template is available from the forms page at <http://www.asqa.gov.au/forms.html>.

Applicants should save the checklist to their computer and fill out the checklist on-screen. Applicants should then attach the completed and saved checklist to their 'Application for initial registration' in ASQAnet.

## New evidence requirements for 'Change to scope' applications

ASQA has recently amended its online 'Change to scope' application form to clarify when supplementary evidence is required with an application, and if so, what form the evidence should take.



These changes will assist users to ensure they are sufficiently prepared to commence delivery, and will enable ASQA to deliver a timely and responsive client service.

In summary, the clarification explains:

- an RTO is not required to apply to ASQA when an explicit unit of competency on its scope is updated to a new version
- if an RTO is simply seeking to update its scope of registration to replace one or more qualifications with newly endorsed 'equivalent' versions, no additional evidence is required and a flat rate of \$140 is incurred
- if an RTO is seeking to extend its scope for a qualification or explicit unit of competency that it doesn't currently deliver, it is required to attach information about its delivery strategy, resources and proposed assessment materials, and will incur a fee per qualification starting at \$350.

The updated application form on [ASQAnet](#) provides clearly specified information about these requirements.

## Transition update—Queensland, South Australia & Tasmania

Legislation referring vocational education and training regulatory powers is currently being considered by the South Australian and Queensland parliaments. The legislation has passed through the Tasmanian Parliament successfully. The date of referral will be confirmed once the legislation is proclaimed.

In conjunction with relevant state regulators, ASQA is establishing arrangements to ensure a smooth transition process for RTOs and stakeholders affected by these changes. State regulators will implement processes to inform stakeholders of the transition dates when state parliaments have identified the referral dates.

## Update from the National Skills Standards Council

The National Skills Standards Council (NSSC) recently met in Melbourne to discuss a range of standards-related matters, including the Quality Indicators for RTOs, standards underpinning the VET workforce, Determination for trainer and assessor competencies, Training Packages, the standards for RTO registration and the standards for regulators (i.e. Registering Bodies and Course Accrediting Bodies).

The latest communiqué from the NSSC summarises a number of key outcomes from the meeting that the NSSC wishes to highlight to the VET sector. For more information, see [NSSC Communiqué 2—November 2011](#).

## Current applications with ASQA

To guarantee the privacy of your RTO's business, requests for ASQA application updates should be sent by email to [enquiries@asqa.gov.au](mailto:enquiries@asqa.gov.au). This email must be sent by one of the contacts for your RTO, as listed on [www.training.gov.au](http://www.training.gov.au). ASQA Info line staff are unable to provide application status updates without written confirmation of identity.

## Subscribe to receive automatic training.gov.au updates

RTOs—and training organisations applying to become RTOs—can subscribe to receive automatic updates from the national register, [training.gov.au](http://training.gov.au). RTOs that have subscribed to these updates will receive email notifications when any amendments are made to the RTO's registration information on [training.gov.au](http://training.gov.au).

## Further information

Visit our website—[www.asqa.gov.au](http://www.asqa.gov.au)—for regularly updated information about ASQA.

Call the ASQA Info line on **1300 701 801** to speak to an adviser, Monday to Friday, 9.00 am to 7.00 pm EST. You can also ask the info line a question or provide feedback by emailing [enquiries@asqa.gov.au](mailto:enquiries@asqa.gov.au).

### Info line hours—Christmas and New Year

The info line will be closed from midday on Friday, 23 December, and will reopen Tuesday 3 January 2012.