

# Distance Learning

## Compliance Essentials

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**Australian Skills Quality Authority**



# Today's topics

- Planning for distance learning
- Marketing and enrolment
- Student support and progression
- Training and assessment
- Reporting and record keeping
- Delivering during COVID-19
- Questions



# Planning for distance learning

- Training package and VET accredited course requirements
- Other regulatory or funding requirements
- Who is the learner cohort?
- Access to technology
- How much and what type of distance learning?



# Marketing and enrolment

- Provide clear and accurate information
- Checking suitability for distance learning
- Explain your RTO processes
- Common complaints



# Student support and progression

- Regulatory requirements
- Digital literacy
- Student support
- Engagement
- Monitoring progress
- Common complaints

# Training and Assessment

- Regulatory requirements
- Providing training using distance delivery
- Conducting assessment using distance delivery methods
  - demonstrating practical skills
  - workplace observation
  - using third parties to collect evidence of competency
  - simulated workplaces
  - mandatory work placement
- Trainer to student ratios
- Authenticity of assessment



## Reporting and record keeping

- Regulatory requirements – informing ASQA
- Record-keeping and distance delivery
- Issuing testamurs electronically

# Delivering during COVID-19

- Update training and assessment strategies
- Keep your students informed
- Work placement considerations
- Distance delivery for CRICOS providers



# Coming up: questions?

Submit questions via the questions pane in your control panel by typing and hitting return.



# Useful resources:

## Links to useful online help

- **ASQA Info Line 1300 701 801**
- **ASQA Website**  
- **Distance Learning page**

## Specific industry area advice

- First aid
- Nursing
- TAE
- WHS
- Construction



# Questions?

## ASQA Info Line

Phone: 1300 701 801

Email: [enquiries@asqa.gov.au](mailto:enquiries@asqa.gov.au)





# In conclusion

ASQA is here to help.

ASQA Info Line

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*\*\*Survey to follow for your suggestions for future topics*