



Registered Training Organisation & Vocational Education and Training (VET) Delivered To Secondary School Students 2022

RTO No: 21269



Victorian School of Languages

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About the VSL VET Language Programs

The Victorian School of Languages (VSL) is a Department of Education and Training (DET) language school which was established in Victoria in 1935. The VSL is also a nationally accredited Registered Training Organisation (RTO), RTO No: 21269, registered with Australian Skills Quality Authority (ASQA) for the delivery of nationally accredited Certificate II and III Applied Language courses across Australia. The VSL also delivers and designs language courses tailored to industry and auspices schools, as VET delivered to secondary school students (previously known as VET in Schools - VETiS). All VSL trainers are fully qualified in languages with many years of invaluable teaching experience, providing our courses with authenticity in both face to face and distance delivery programs.

Languages on offer through the VSL VET Program

The following nationally accredited language certificates are currently available on the VSL RTO scope:

- Certificate II in Applied Language 10949NAT
- Certificate III in Applied Language 10661NAT

The VSL currently offers Applied Language Certificates in Chinese (Mandarin), Greek, Indonesian, Japanese and Arabic under an auspice arrangement delivered as VET to secondary school students.

Please contact the VSL VET team on **(03) 9474 0500** or email **vetinschools@vsl.vic.edu.au** for advice on other languages that may be offered for study, the most appropriate level of enrolment, as well as information about Centre based programs. See also the VSL website **www.vsl.vic.edu.au** for further information on the VSL VET programs.

Why learn a language?

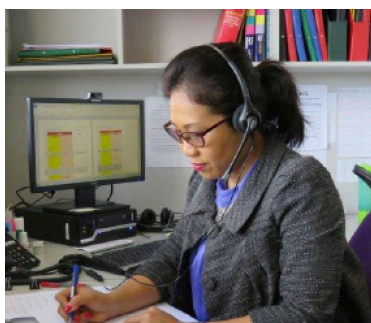
Learning a language has been shown to have many benefits, including enhancing creativity, problem solving ability, literacy skills and the maintenance of cultural identity.

Languages provide advantages for employment, with an increasing number of organisations seeking bi/multi lingual speakers to remain competitive in a global marketplace. In relation to this, languages add to Australia's economic wealth and security.

Languages also increase the capacity to communicate in a range of forums and situations and are of great assistance to travellers.



1. VET delivered to secondary school students under auspice arrangements



VET is designed to provide additional pathways for learners to undertake nationally recognised VET qualification while still at secondary school and completing their senior secondary education certificates (i.e. VCE or VCAL in Victoria).

If schools wish to deliver a Certificate II and III in Applied Language as part of their VET program they need to have an auspice arrangement with an RTO. The VSL has strategic partnerships with schools across Australia and is able to provide strong levels of curriculum and administrative support to Principals and trainers under these auspice arrangements. Please contact the VSL VET Team for more information about a VET program.

Secondary teachers interested in becoming a trainer in Certificate II and III in Applied Language need to have TAE40116 Certificate IV in Training and Assessment, or TAE40110 Certificate IV in Training and Assessment plus relevant upgrades or a diploma or higher level qualification in adult education. Trainers need to be able to provide a certified copy of all these documents to the VSL RTO Team.

Apart from acquiring practical and communicative language skills, a VET language program delivered to secondary school students aims to increase learner motivation and retention in language classes. For example, learners may complete a Certificate II in Year 9 and 10 and proceed to Certificate III or possibly undertake relevant state higher education certificate units.

Learners, who undertake a VET Applied Language Certificate II or III, may be eligible for credit towards their senior secondary education certificate due to its equivalency. Please check with your relevant state curriculum and assessment authorities for details concerning learners in your state.

The fee structure of VET programs in 2022 is as follows.

- Auspice School program using your trainer - \$500 (plus GST) per learner per Certificate. This covers all compliance requirements such as professional development sessions, induction, moderation and validation, ongoing school support and certificates.

Please note that there will be a minimum charge of \$3,500 (plus GST) for a learner cohort of seven (7) or less.

- Auspice School program with a VSL trainer - \$750 (plus GST) per learner per Certificate. This covers the provision of a VSL trainer to teach the program (where an auspice school trainer cannot be accessed), as well as all compliance requirements such as professional development sessions, induction, moderation and validation, ongoing school support and certificates.

Please note that there will be a minimum charge of \$5,250 (plus GST) for a learner cohort of seven (7) or less.

There may be additional auspice school set-up fees to cover costs of setting up an auspice school arrangement. These costs and fees are subject to discussion and negotiation before contracts are finalised.

Auspice Schools will be invoiced their fees after enrolments have been finalised. Payments are required to be paid in full within 7 days of invoice date.

2. Distance Education VET programs

Distance Education Programs are also offered as a VET Applied Language Certificate. In these programs, the latest technology is utilised to support the academic and administrative operation of the VSL.

Learners receive course books and other materials, which have been developed and or chosen by experienced trainers to deliver Certificate in Applied Language programs. In addition to this, learners are expected to have regular phone and/or video conferencing sessions with their trainer.

The program work sets are divided into weekly sessions made up of lessons (face-to-face or electronic mode) and homework, which learners are, expected to complete to meet the expectation of the program. This equates to approximately 5 to 7 hours per week including projects, self-paced language practise and trainer directed language development activities. Learners will be assessed on each element of the program either orally or by written work, depending on the requirements of the work sets.

Learner work will be corrected, annotated with comments and helpful hints and promptly returned. Learners' incoming and outgoing written work is reliably recorded, enabling one to access the levels of achievement and activity status of learners at any time from their trainer or RTO Manager.

The fee structure of Distance Education programs in 2021 is as follows.

- Government School learner enrolled with VSL - \$500 (no GST applicable) per learner per Certificate. The learner is enrolled directly with VSL and will do the program by Distance Education. This covers the provision of a VSL trainer to teach the program, as well as, all compliance requirements such as professional development sessions, induction, moderation and validation, ongoing school support and certificates.
- Non-Government School learner enrolled with VSL - \$750 (no GST applicable) per learner per Certificate. The learner is enrolled directly with the VSL and will do the program by Distance Education. This covers the provision of a VSL trainer to teach the program as well as all compliance requirements such as professional development sessions, induction, moderation and validation, ongoing school support and certificates.



Please note that there is no Adult VET Distance Education program available. Currently Chinese is the only language available under a Distance Education VET program. Please contact the VSL VET team on **(03) 9474 0500** or email **vetinschools@vsl.vic.edu.au** for advice on other languages that may be offered for study in the future.

Learners can make payments by BPAY or cheque. No cash shall be sent through the mail. Program costs cover workbooks, audio material, telephone contact mailing and emailing learners, as well as any face to face seminars. Please note that refunds will only be granted in line with the VSL Refunds policy. Please refer to the Learner Handbook or website **www.vsl.vic.edu.au**.

3. VET Languages offered at VSL Centres

The VSL face to face Centre programs on occasion may offer VET language courses at select Centres. Currently Bulgarian is the only language available at a VSL Centre. Learners should enquire through the respective Centre for details of courses available. If sufficient demand is shown, the VSL also runs VET languages programs for smaller candidature languages that have no VCE provision. The fee structure and payment arrangements for this program is the same as the Distance Education VET programs (refer to Item 2).

4. Language courses tailored for industry

In the past, the VSL has delivered a number of tailored language certificate programs for specific industry and business settings. Any interested employer or industry groups will need to contact the VSL VET Team directly for details about language programs available, the fee structure and set-up of these programs. Program fees for group enrolments involving industry programs are open to negotiation. We can commence a VET Industry and Partnership Programs at any stage of the year.

The VSL has received recognition and excellence awards for the delivery of programs to the Victoria Police, as well as being a finalist for the Victorian Training Awards.

5. Enrolment processes for programs

Enrolments for 2022 VET language programs commence in November 2021 in readiness for the beginning of the course in February 2022. Enrolment forms can be obtained on-line on **www.vsl.vic.edu.au** or by calling the VSL RTO Team directly on **(03) 9474 0500**.

Learners in a VET auspice program need to complete sign and return their Enrolment Form and Training Plan to their VET Co-ordinator or trainer before training can commence.

Distance Education learners need to complete, sign and return their Enrolment Form and Training Plan to the VSL RTO Team. An invoice for payment will be issued once enrolments are processed. Please note there is currently no on-line facility to enrol in a VET program.

All learners and trainers will receive an Enrolment Pack including a handbook outlining rights and obligations, as well as the policies and procedures governing the operation of the VSL RTO. This pack will also be available on the VSL website **www.vsl.vic.edu.au**. Learners and trainers need to be aware of their rights and obligations before commencement of the course.

For further information please contact the VSL RTO Team on **(03) 9474 0500** or email **vetinschools@vsl.vic.edu.au**. You can also visit our website on **www.vsl.vic.edu.au** for additional information.