



Recognition of External VET on the ACT Senior Secondary Certificate (ACT SSC) including Australian School-based Apprenticeships (ASbAs)

The ACT Board of Senior Secondary Studies (BSSS) recognises the value of vocational learning and its contribution to quality education and enhanced transitions to work and further learning.

ACT school students may choose to complete a BSSS developed course integrating a VET Training Package or a nationally accredited VET program that is not integrated into a BSSS developed course. This may be a full qualification or Statement of Attainment with a Registered Training Organisation (RTO) as part of an ASbA or other approved training program.

From 2024, students new to the ACT Senior Secondary Certificate (ACT SSC) can apply for recognition of nationally accredited VET competencies that are not integrated into a BSSS developed course. The competencies may be recognised on the ACT SSC as *External VET Credit (E) Units*.

External VET Credit (E) Units

The BSSS calculation for an *E Unit* is based on the nominal hours of successfully completed competencies.

Nominal hours are published in the Victorian Purchasing Guide (VPG) for each national training package, found at <https://www.vic.gov.au/victorian-training-package-purchasing-guides>.

Nominal (supervised) hours represent the supervised structured learning and assessment activities required to sufficiently address the content of each unit of competency (acknowledging that progress can vary between students). These activities can be delivered face-to-face, online and/or through structured distance education.¹

E Units are calculated as follows: **100 nominal hours of achieved competency = 1.0 E Unit**
(Increments of 10 hours (0.1 unit), rounded down)

External VET is recorded on the ACT Senior Secondary Certificate as follows:

For example: Completed Competency

CHCPRP003 Reflect on and improve own professional practice = 120 Nominal Hours

Example 1 – Student achievement of *CHCPRP003 Reflect on and improve own professional practice* as part of an ASbA Certificate III in Early Childhood Education and Care.

Community Services Training Package

ASbA Cert III Community Services Training Package **1.2**

Example 2 – Student achievement of *CHCPRP003 Reflect on and improve own professional practice* as part of a Certificate III in Early Childhood Education and Care other than an ASbA.

Community Services Training Package

Community Services Training Package **1.2**

1. (Australian Skills Quality Authority, 2023)

Please note: *E Unit* credit will be awarded if there is no duplication of content between any A/T/M/V BSSS course and their external VET.

E Units can form the course equivalent to a minor (at least 2 units), major (at least 3.5 units), major minor (at least 5.5 units) or double major (at least 7 units) in Training Packages consistent with existing BSSS course areas.

Where fewer than two *E Units* of completed competencies have been achieved, they will be listed as ungrouped units on the ACT SSC (Ungrouped units contribute to the ACT SSC but do not form courses).

W Units

W Units are a form of Registered (R) Unit. *W Units* are awarded in recognition of vocational industry workplace training, where participation does not result in nationally recognised competencies, in:

- an Australian School-based Apprenticeship; or
- where a mandatory work placement is included as a training package requirement.

Up to 5 Registered Units, including *W Units*, may contribute to the minimum requirements of the ACT SSC.

W Units are calculated as follows:

**11 hours of engagement = 0.2 BSSS *W Unit*
27.5 hours of engagement = 0.5 BSSS *W Unit*
55 hours of engagement = 1.0 BSSS *W Unit***

Students will be required to provide verified evidence of engagement to their school (e.g., training diaries, logbooks, time sheets, or ASbA payslips etc.) of hours completed. Schools are responsible for assuring the authenticity of this information before awarding any *W Unit*.

From 2024 a maximum of 8.0 combined *E and W Units* from VET Training Packages may contribute to the minimum requirements of an ACT SSC. Refer to section 8.5 in the *BSSS Policy and Procedures Manual* for minimum requirements of the ACT SSC.

Australian School-based Apprenticeships (ASbAs)

An ASbA will be recognised on the ACT SSC based on the relevant Training Package.

Example 3 – Student undertaking an ASbA Certificate III in Carpentry attaining 6.4 *E* units of completed competencies and 1.5 *W* units for on-the-job training in the chosen industry, where participation does not result in nationally recognised competencies.

Construction Training Package	E – (Major/Minor equivalent)
ASbA Cert III – Construction Training Package	6.4
Vocational Industry Workplace Training	W
ASbA – Construction Training Package	1.5

Process for recognition of external VET on the ACT Senior Secondary Certificate

To recognise external VET on the ACT SSC the BSSS must be notified prior to a student undertaking an external VET program. This notification should be completed and lodged by the school with Office of the BSSS via the student's VET Coordinator, Transitions and Careers Officer, ASbA Coordinator, or Year Coordinator, or other designated contact as determined by the school.

Approved notification processes and forms will be available to schools later in 2023.

A condition of registration of external VET on the ACT SCC is that the RTO providing the training must be registered with the Australian Skills Quality Authority (ASQA) with the necessary scope to deliver and assess the qualification in the ACT.

Only competencies undertaken and achieved during the senior years of study may be recognised on the ACT SSC.