Entry

Entry requirements for the VET Information and Digital Technology Teacher Training Program are aligned to a KLA teaching area. The entry requirement for the VET Information and Digital Technology Teacher Training Program is via one of the following pathways:

1. Hold a teaching qualification and at least one of the following staffing codes:
   - SDD – Software Design and Development
   - IPT – Information Processes and Technology
   - CST – Computing Studies

   OR

2. Hold a teaching qualification and a current ICA30110 Certificate III in Information, Digital Media and Technology or similar IT AQF qualification

   OR

3. Hold a teaching qualification and by application to the Application Review Committee (ARC), providing evidence of recent and/or relevant IT industry experience and/or IT qualifications

Training

The teacher training program has been negotiated with industry and training partners and includes:

- **2 days** Methodology Orientation – Mandatory Component
- **3 days** ICA30111 Certificate III in Information, Digital Media and Technology workshop
- **5 days** ICA30111 Certificate III in Information, Digital Media and Technology on-line
- **1 day** Industry Placement
- **2 days** TAE40110 Certificate IV Training and Assessment

Upon successful completion of the industry specific training you will be issued with ICA30111 Certificate III in Information, Digital Media and Technology with the following units of competency:

- **BSBWSHS304A** Participate effectively in WHS communication and consultative processes
- **BSBSUS301A** Implement and monitor environmentally sustainable work practices
- **ICAICT202A** Work and communicate effectively in an IT environment
- **ICAICT301A** Create user documentation
- **ICAICT302A** Install and optimise operating system software
- **ICASAS301A** Run standard diagnostic tests

**Group A Applications**

- **ICAICT203A** Operate application software packages
- **ICAICT304A** Implement system software changes
- **ICAICT307A** Customise packaged software applications for clients
- **ICAICT308A** Use advanced features of computer applications
- **ICAICT409A** Develop macros and templates for clients using standard products

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Group C Support
ICASAS305A Provide IT advice to clients

Group D Web technologies
BSBEBU401A Review and maintain a website
ICAWEB201A Use social media tools for collaboration and engagement
ICAWEB301A Create a simple markup language document
ICAWEB302A Build simple websites using commercial programs
ICAWEB303A Produce digital images for the web

TAE40110 Certificate IV in Training and Assessment can be completed through a program negotiated by VET Teacher Training and conducted by your RTO. If you already hold this qualification, evidence must be submitted with the training application form.

On completion of all components of training, you will be accredited to deliver the qualification Certificate III in Information, Digital Media and Technology and the HSC 240 hour course.

Funding
The cost of VET teacher training is available from your Registered Training Organisation (RTO). The cost may be reduced on successful application for exemption from any component(s) of training.

Teacher training is available for
- Replacement teachers (if approved)
- Allocation-funded teachers (Semester Two only - if approved)
- RTO funded teachers – contact your RTO to determine availability
- School funded teachers – discuss with your Principal
- Self-funded teachers (total training expenses payable by the individual are claimable through personal income tax). Payment for each stage must be paid in advance.

Staffing Codes
Upon successful completion of the VET Information and Digital Technology Teacher Training Program you will be awarded the staffing codes VIF – VET Information Technology (Foundation) and VIS – VET Information Technology (Applications). These codes will be added to the School Staffing Services database by the VET Teacher Training Team. You do not need to request these codes to be added – it will be done once all components of training are completed. You will be able to view your teaching code once added in the DEC portal in ESS – Employee Self Services, My Details, My Skills.

ALL COMPONENTS OF TRAINING MUST BE COMPLETED WITHIN 6 MONTHS OF COMMENCEMENT.

Training programs are regularly monitored and reviewed to ensure they meet the requirements of National Training Packages.

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