



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 *ICT30115 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:

- o Methodology Orientation – Mandatory Component
- o *ICT30115 Certificate III in Information, Digital Media and Technology* workshop
- o *ICT30115 Certificate III in Information, Digital Media and Technology* on-line
- o Industry Placement
- o *TAE40110 Certificate IV Training and Assessment*

Upon successful completion of the industry specific training you will be issued with **ICT30115 Certificate III in Information, Digital Media and Technology** with the following units of competency:

BSBWHS304 Participate effectively in WHS communication and consultative processes

BSBSUS401 Implement and monitor environmentally sustainable work practices

ICTICT202 Work and communicate effectively in an IT environment

ICTICT301 Create user documentation

ICTICT302 Install and optimise operating system software

ICTSAS301 Run standard diagnostic tests

Group A Applications

ICTICT203 Operate application software packages

ICTICT304 Implement system software changes

ICTICT307 Customise packaged software applications for clients

ICTICT308 Use advanced features of computer applications

ICTICT409 Develop macros and templates for clients using standard products

Group C Support

ICTSAS305 Provide IT advice to clients

Group D Web technologies

BSBEBU401 Review and maintain a website

ICTWEB201 Use social media tools for collaboration and engagement

ICTWEB301 Create a simple markup language document

ICTWEB302 Build simple websites using commercial programs

ICTWEB303 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 PRIOR TO THE LAST SCHOOL WEEK OF THE SEMESTER YOU STARTED YOUR TRAINING.

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