

APPROVAL TO UNDERTAKE THE EQUIVALENT OF YEAR 10 OF SECONDARY EDUCATION AT TAFE NSW

Australian Qualifications Framework vocational Certificate II level qualifications have been approved as the TAFE equivalent of Year 10 of secondary education in order to meet the requirements of Section 21B(5)(b) of the Education Amendment Act 2009.

Student details

Student name:

Date of birth (dd/mm/yy):

School:

Current school year/level:

School Approval:

School Principal/Home School Teacher

Following discussion between the school and TAFE campus and assessment of the student's vocational goals and ability to study in an adult learning environment (Sections A & B), I approve/ do not approve this application to enrol at TAFE NSW.

Signature

Name:

Email:

Date:

School:

The legislation, at Section 23(3)(a1), requires written permission from the "school principal".

TAFE NSW Approval:

TAFE NSW Delegate

Following discussion between the school and TAFE campus and assessment of the student's vocational goals and ability to study in an adult learning environment (Section C), I approve/ do not approve this application to enrol at TAFE NSW.

Signature

Name:

Date:

Region:

The legislation, at Section 23(3)(a1), requires written permission from the "director of a TAFE establishment".

Note:

- The minimum age of entry to TAFE NSW is 15 years at the date of enrolment.
- As per the 2009 amendment to the Education Act 1990, young people must remain at school until they complete Year 10 or reach 17 years of age, whichever occurs first.
- In exceptional circumstances, some young people will complete the equivalent of Year 10 of secondary education at TAFE NSW, where both school and TAFE NSW provide approval (using this form).
- Supporting information/assessments indicating that the young person has the ability and skills to study effectively in the TAFE NSW adult environment and that this is the best educational option, must be provided.
- Approval / non approval will be advised to the person identified in the school approval box above.

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SECTION A: STUDENT SECTION

Information collected by the TAFE NSW during a student's enrolment and attendance will be used for the purposes of general student administration, identification, communication, state and national reporting, program monitoring, evaluation and surveys.

Student information will be held securely and disposed of securely when no longer needed.

Postal address:

Suburb:

State:

Postcode:

Daytime phone:

Mobile phone:

Email:

Are you an Australian Aboriginal or Torres Strait Islander?

No

Yes, Aboriginal

Yes, Torres Strait Islander

About you

Please answer this section in your own handwriting.

1. What are your career goals?

2. What are your personal strengths?

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3. What are your personal challenges?

4. Which certificate II course do you want to do at TAFE NSW? (you can browse your courses [here](#))

Course name:

Course code:

Campus/Location:

5. Why do you want to do this TAFE course?

If you have attended TAFE NSW before, list any courses you have studied.

TAFE student number:

Course name:

Year:

TAFE NSW location/college/campus:

Course name:

Year:

TAFE NSW location/college/campus:

Course name:

Year:

TAFE NSW location/college/campus:

Course name:

Year:

TAFE NSW location/college/campus:

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Student

I give permission to the Principal/Home School Teacher or their delegate to release information and/or records about me, that they hold. I am aware that the information will ONLY be used in determining whether permission is granted for me to enter a TAFE Year 10 equivalent program.

I understand that TAFE NSW is an adult learning environment and all students, once enrolled in TAFE NSW, are subject to all its policies and regulations, including those related to student rights and responsibilities

I also understand the practice of TAFE NSW teachers is to interact directly with the student and to provide information such as results only to the student.

I understand that if I do not continue to attend and complete the TAFE course, which is the equivalent of Year 10 of secondary education, then the TAFE college may advise Centrelink or other agencies that I am no longer studying at TAFE.

I have read and understand the conditions of enrolment at TAFE NSW and in particular those conditions relating to Student Privacy and Management of Risk of Harm to Students and Staff (TAFE NSW enrolment advice to students).

Student's signature

Date:

Parent/caregiver

I give permission to the Principal or their delegate to release information and/or records pertaining to my child held by the school/s.

I am aware that the information will ONLY be used in determining whether permission is granted for my child for entry to a TAFE Year 10 equivalent program.

TAFE NSW is an adult learning environment and all students, once enrolled in TAFE NSW are subject to all its policies and regulations, including those related to student rights and responsibilities

I understand that the practice of TAFE NSW teachers is to interact directly with the student and to provide information such as results only to the student.

I have read and understand the conditions of enrolment at TAFE NSW and in particular those conditions relating to Student Privacy and Management of Risk of Harm to Students and Staff (TAFE NSW enrolment advice to students).

I understand that TAFE will not monitor my child's attendance as a school would do.

I understand that if my child does not continue to attend and complete the TAFE course, which is the equivalent of Year 10 of secondary education, the TAFE NSW may advise other agencies that my child is no longer studying at TAFE NSW.

I understand that this application does not guarantee a place for my child at TAFE NSW and that, if accepted, s/he must remain enrolled at school until s/he takes up the TAFE NSW enrolment.

Parent/caregiver's signature

Name:

Date:

Daytime phone:

Mobile:

Student Checklist

Written down my career goals, personal strengths and challenges

Talked to a careers advisor or counsellor or looked online at TAFE NSW courses to identify a suitable learning pathway

Read and understand the students rights and responsibilities at TAFE NSW

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SECTION B: SCHOOL SECTION

Please provide sufficient detail to show how the student meets each of the criteria for considering a TAFE NSW pathway.

1. Details of the suggested TAFE NSW enrolment in vocational Certificate II level qualification.

Areas of interest or name of course (if known):

at TAFE NSW location/college/campus:

Is a comparable program available at your school or a nearby school? Yes No

There has been consultation with:

- | | | | | |
|--|-----|----|-----|----|
| ▪ school careers adviser | Yes | No | | |
| ▪ relevant TAFE NSW staff | Yes | No | | |
| ▪ disability support staff | Yes | No | | |
| ▪ others eg community workers, Home School Liaison Officer | Yes | No | Yes | No |

Provide details

2. I am/am not satisfied the student has the ability to function in an adult learning environment at TAFE NSW (state reasons):

3. I am/am not satisfied the student has an interest in, and ability to undertake, a specific vocational qualification (state reasons):

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4. I am/am not satisfied that the level of the student's core language, literacy and numeracy skills are sufficient to be able to complete the proposed vocational qualification: (Provide assessment documents if available)

List any targeted support that may be required: (Good numeracy is a key requirement of many vocational courses. Provide Year 9 National Assessment Program – Literacy and Numeracy (NAPLAN) results if available.)

5. List any other factors that would be relevant to the student's suitability/unsuitability, for example, related part time work

6. Is there any other information current and relevant to this student's application including:

- | | | |
|-------------------------------------|-----|----|
| ▪ disability (specify nature) | Yes | No |
| ▪ special needs | Yes | No |
| ▪ history of violence | Yes | No |
| ▪ details of expulsions/suspensions | Yes | No |
| ▪ other | Yes | No |

7. Attach copies of the last two school reports for this student (mandatory). Yes

8. Student transition planning:

- | | | |
|---|-----|----|
| ▪ Transition plan attached | Yes | No |
| ▪ Does the completion of this TAFE NSW course help achieve the student's goals? | Yes | No |
| ▪ Evidence of student's transition plan is available | Yes | No |

This section to be completed if the student is enrolled at a Department of Education school

I have notified the

School Education Director (name):

of region:

that I have supported the application of this student for entry to a TAFE Year 10 equivalent program.

School Principal's signature

Name:

Date:

Once Section A & B are complete, submit with supporting documents to Year10Equivalent-TAFEDigital@tafensw.edu.au

**SECTION C:
TAFE NSW SECTION**

1. Interview

2. Course recommended for the student (if appropriate).

I recommend that this student seeks to enrol, subject to enrolment requirements and the availability of a place, in:

3. To identify the assistance required to support this student complete the qualification, further assessment is recommended in:

- | | | | | |
|---|-----|----|-----|----|
| ▪ Language, literacy and numeracy | Yes | No | | |
| ▪ Counselling | Yes | No | | |
| ▪ Learning area | Yes | No | | |
| ▪ Teacher/consultant for students with disabilities | | | Yes | No |

Provide details

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4. TAFE NSW recommendation:

This student is **recommended** / **not recommended** as suitable for entry to a TAFE NSW Year 10 equivalent program.

If the student's application is being rejected because an appropriate course is not available, can you recommend another option, eg another location, TVET or early intervention regional VET program?

Head Teacher's signature

Name:

Date:

Position: