Sunshine Coast
Technical Trade Training Centre

COURSE GUIDE 2017

SCTTTC STUDENTS ARE A 'STEP AHEAD' IN THE EMPLOYMENT MARKET….

FOR MORE INFORMATION CONTACT SCTTTC ADMINISTRATION

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Queensland Government

SCTTTC

'Skilled Training Pathways'

The **Sunshine Coast Technical Trade Training Centre (SCTTTC)** aims to be the Sunshine Coast's lead training facility for future focused secondary students. It provides vocational qualifications and tertiary pathways, preparing students for the work-place or further education and training.

Our Trade Training Centre stands apart as a foremost training facility having won the "Queensland Showcase Award" for 'Excellence in the Senior Years' in 2014 followed by "CSQ Construction School of the Year" in 2015. It is because we offer specific, quality course delivery that we are now well regarded in industry. We are recognised for providing young people the opportunity to be better prepared, competent and "job ready" thus making our students a 'step ahead of the rest' and more employable by industry standards.

SCTTTC students are 'a step ahead' – 84% of 2015 year 12 graduates are employed or engaged in **Full Time Employment**.

At the SCTTTC students don't just do a 'course' – our training goes beyond basic delivery and training, having students further develop a range of industry focused skills. Teachers are industry professionals who deliver excellent quality training for our students.

Our Partners in Education and Training Pathways:

tafe East Coast | University of the Sunshine Coast ILE–Integrated Learning Engineering | Canberra Institute of Technology cit.edu.au

- Beerwah State High School
- Caloundra State High School
- Kawana Waters State College
- Meridan State College
- TAFE Queensland East Coast—RTO Code: 0418
- University of Sunshine Coast
- Canberra Institute of Technology RTO Code: 0101

SCTTTC offers pathways in a range of trade and technical training areas for students in Years 11 and 12. The programs are designed to provide students with practical training in their chosen field as well as providing valuable employability skills and opportunities to link with industry.

NB: Most SCTTTC CERTIFICATE COURSES ARE FUNDED UNDER VETiS (Vet in Schools) funding by the Qld Government. As such, students can only enrol in ONE VETiS funded course in year 11 & 12.

Benefits to Students:
By including a pathway at the Sunshine Coast Technical Trade Training centre in your Senior Phase program, you will have the opportunity to:

- Be a part of our personal development program supporting students with preparation and entry to the workforce
- Access a wider range of learning options through school
- Gain credit points towards their Queensland Certificate of Education (QCE)
- Participate in articulated programs of study with direct entry to additional fields of study
- Gain real vocational skills and qualifications while completing their QCE
- Gain a competitive edge in the employment market
- Gain credit towards further Certificate III/Apprenticeship Pathways and University study
- Learn from qualified industry professionals
- Structured Workplace Learning on-the-job

Structured Workplace Learning:

Structured Workplace Learning (SWL) is a valuable part of each students learning at the SCTTTC. It is mandatory that students engage in Vocational Education and Training (VET) ie: Certificate courses MUST undertake the required number of weeks SWL throughout their program at the SCTTTC. SWL is used as a tool for students to engage with employers at industry level – **with many employers recruiting students who have proven themselves as potential employees whilst on an SWL placement**.

Extension Learning Program:
All students at the SCTTTC undertake a personal development program that is part of their preparation for the workplace. Activities included in this program:

- Development of Personal Skills Portfolio
- Resume & interview preparation
- Introduction to the world of work – guest speakers on topics such as: finding a job, qualities employers are looking for, on the job behaviour, communication in the workplace, WH&S, apprentice information, etc.

SCTTTC Activities eg. Explore Your Options Days, Site Tours and Excursions if available

Industry Liaison Officer:
The SCTTTC Industry Liaison Officer supports the students through mentoring and preparation for the workplace. The Industry Liaison Officer will work closely with students to support them with locating placements for SWL and in preparation for the workplace, co-ordinate SATS and engage with employers full time.

EXPRESSION OF INTEREST
As of July 2016 courses and fee structures cannot be confirmed for 2017 delivery due to contractual requirements or Government recommendations. Expressions of Interest are now being accepted for our proposed courses for 2017.

Students interested in SCTTTC courses for 2017 are asked to complete the attached Expression of Interest and return to their school coordinator. Once course details are finalised, information will be forwarded to all schools and to those who have expressed interest.

"Expression of Interest" forms are available at Subject Selection Night, School Co-Coordinator or from SCTTTC Administration Office. First round applications close Friday 16th September 2016. Interviews will be conducted 10th – 21st October, 2016. First round 'Offers of Placement' will be in the following week 24th – 28th October, 2016.

SCTTTC INFORMATION EVENING - Thurs 18th August, 2016 at 6.30pm – 7.30pm

SCTTTC expectations of students applying:

- Strong and keen interest in industry
- Commitment to meeting Structured Workplace Learning requirements
- Self-motivated and able to work independently
- Able to demonstrate maturity and a positive work ethic

Enrolment to the SCTTTC will be based on:

- Written application
- Face to face interview
- Student results and recommendations from schools – **behaviour and effort results on reports will be taken into consideration**

Enrolment to the SCTTTC for Year 10 Students will be based on:
The Sunshine Coast Technical Trade Training Centre is designed to cater for students in their post compulsory stage of schooling (year 11/12 or over 16).
Year 10 students will only be considered after considerable consultation and negotiation with the student, school, parent and SCTTTC and only if the student is at risk of disengaging.
Entry into the SCTTTC for a year 10 student requires that an individual learning plan be constructed and approved by the Principal.
Entry into courses for a year 10 student at the SCTTTC is provided only if the above is met and there exists a vacancy that will not be needed for a post compulsory student.

Enrolment to the SCTTTC for Students who are non-Australian Residents:-
VETiS funding will not be provided for any students that do not hold Australian Residency.
Any interest for Non Australian Resident Citizens will need to explore full fee for service costs.

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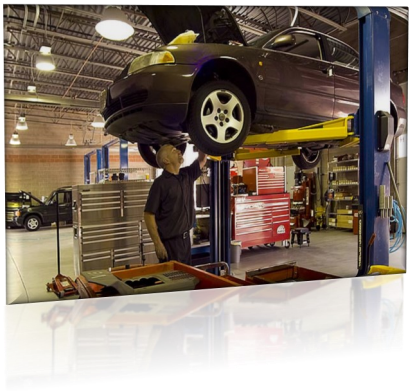
CERTIFICATE II in AUTOMOTIVE SERVICING TECHNOLOGY (AUR20512) QCE Points 4

Course Delivered by TAFE Queensland East Coast—RTO Code: 0418

1 year – Including 80 hours Structured Workplace Learning in Automotive Industry

Young people considering a career as an Apprentice or Trainee in the automotive field will develop skills within this course. It may also assist in gaining employment in underbody repair, tyre & brake front end specialist, auto electrical, outboard, motor or motor bike mechanic, spare part sales, general automotive repairs and entry into the armed forces. Focus is on general automotive servicing & environmental and sustainable best practices in the workplace. Students will develop skills by completing the thirteen core units listed below plus an additional seven elective units:

- AURASA2002 Apply safe working practices in an automotive workplace
- AURAEA2002 Apply environmental and sustainability best practice in an automotive workplace
- AURTTK2002 Use and maintain workplace tools and equipment
- AURAFA2001 Use numbers in an automotive workplace
- AURAFA2002 Read in an automotive workplace
- AURTTA2004 Carry out servicing operations
- AURETR2015 Inspect and service batteries
- AURETR3025 Test, charge and replace batteries
- AURTTC2001 Inspect and service cooling systems
- AURTTD2002 Inspect and service steering systems
- AURTTD2004 Inspect and service suspension systems
- AURTTB2001 Inspect and service braking systems
- AURTTX2002 Inspect and service transmissions (manual)
- AURTTQ2001 Service final drive assemblies
- AURTTQ2003 Service final drive (driveline)
- AURTTF2001 Service petrol fuel systems
- AURTTE2004 Inspect and service engines
- AURTTJ2001 Balance wheels and tyres
- AURETR1003 Apply automotive electrical system fundamentals
- AURATA2001 Identify basic automotive faults using troubleshooting processes



Course Cost: VET in schools (VETiS) funded – SCTTTC fees apply *(yet to be confirmed)*
Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Mechanics Assistant
⇒ Automotive Mechanic
⇒ Motor Mechanic (General)
⇒ Light Vehicle Mechanical Technician
⇒ Mobile Plant Operators
⇒ Diesel Motor Mechanic

Pathway Options

After completion of Certificate II in Automotive Servicing, Students may consider further post graduate study in:-

◊ Certificate III in Light Vehicle Mechanical Technology
◊ Certificate III in Motorcycle Mechanical Technology
◊ Certificate III in Mobile Plant Technology
◊ Certificate III in heavy Commercial Vehicle Mechanical Technology

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CERTIFICATE I in CONSTRUCTION (CPC10111) QCE Points 3

Course Delivered by TAFE Queensland East Coast—RTO Code: 0418

1 year – 80 hours Structured Workplace Learning in Building & Construction

This course provides an introduction to the construction industry, its culture, occupations, job roles and workplace expectations. The units of competency cover essential work health and safety requirements, the industrial and work organisation structure, communication skills, work planning, and basic use of tools and materials.

Our comprehensive training focuses on general construction skills & workplace preparation. Students will enjoy applying their skills and knowledge to practical construction projects and on completion of the course, students will have the ability to tackle a wide range of on-site duties. These duties will include working safely in the construction industry, planning and organising work, conducting workplace communication, carrying out measurements and calculations, handling construction materials, and many other on site essentials.

This course consists of eight core units and three elective units which will include a General Safety Induction course (White Card) which is a necessity to work on construction sites in Queensland along with a Basic First Aid certificate.

Students will develop skills in:

- CPCCCM1012A Work effectively and sustainably within the construction industry
- CPCCCM1013A Plan and organise work
- CPCCCM2001A Read and interpret plans and specifications
- CPCCCM2005B Use construction tools and equipment
- CPCCOHS1001A Work safely in the construction industry (White Card - CPCCOHS1001A)
- CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry
- CPCCVEA1011A Undertake a basic construction project
- CPCCCM1014A Conduct workplace communication
- CPCCCM1015A Carry out measurements and calculations
- CPCCCM2004A Handle construction materials
- CPCCCM2006B Apply basic levelling procedures

Course Cost: VET in schools (VETiS) funded – SCTTTC fees apply *(yet to be confirmed)*

Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Carpenter
⇒ Cabinetmaker / Joiner
⇒ Shopfitter
⇒ Painter or Plasterer
⇒ Tiler
⇒ Bricklayer

Pathway Options

After completion of Certificate I in Construction,
Students may consider further post graduate study in:-

◊ Certificate III in Carpentry
◊ Certificate III in Joinery
◊ Certificate III in Wall & Floor Tiling
◊ Certificate III Bricklaying / Blocklaying
◊ Certificate III in Painting & Decorating

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CERTIFICATE II in RESOURCES & INFRASTRUCTURE WORK PREPARATION (RII20115) QCE Points 4

1 year – Including 80 hours Structured Workplace Learning in Civil Construction

The course provides students with an insight into the Civil construction industry. Students will learn basic skills including the safety processes required to work on-site, readying them for entry level roles or apprenticeships within civil construction. Focus is on plant & equipment ie. Excavation and civil construction tools, site preparation, formwork and workplace preparation.

The course comprises of three core units plus six elective units which are yet to be confirmed and may consist of:

- RIIENV201D Identity and assess environmental and heritage concerns
- RIIRIS2011D Conduct local risk control
- RIIWHS201D Work Safely and follow OHS policies and procedures
- RIISAM203D Learn how to competently and safely use hand and power tools (civil construction tools)
- RIICCM201D Carry out measurements and calculations
- RIISAM201D Handle resources and infrastructure materials and safely dispose of non-toxic materials
- RIIBBEF201D Plan and organise work
- RIICCM203D Read and interpret plans and specifications
- BSBSUS201 Participate in environmentally sustainable work practices
- RIISAM204D Operate small plant and equipment

Course Cost: VET in schools (VETiS) funded – SCTTTC fees apply *(yet to be confirmed)*
Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Trades Assistant
⇒ Civil construction Worker
⇒ Concrete Worker
⇒ Plant Operator
⇒ Foundations Worker
⇒ Bituminous surface worker
⇒ Pipe layer
⇒ Road construction and maintenance

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CERTIFICATE II in ELECTROTECHNOLOGY (Career Start) (UEE22011) QCE Points 4

Course Delivered by TAFE Queensland East Coast—RTO Code: 0418

1 year – Including 80 hours Structured Workplace Learning in Electrotechnology ie. Electrical, Air Conditioning & Refrigeration, Cleantech Industries (Solar, Wind power etc)

This course is offered as a prevocational program for students focused on apprenticeships as their future pathway. Students require high level maths skills (Maths B preferable or ability to demonstrate a high level of achievement in Junior Maths and taking Maths A). This course consists of six core units and a number of elective units which will include a General Safety Induction course (CPCCOHS1001A — White Card). The White Card is a necessity for all tradespeople enabling them to work on construction sites in Queensland. This course will also include a CPR certificate. Six core units of competency are listed below plus a selection of some additional elective units (yet to be confirmed):-

- UEENEEE101A Apply Occupational Health and Safety regulations, codes and practices in the workplace
- UEENEEE104A Solve problems in DC circuits
- UEENEEE141A Use of routine equipment/plant/technologies in an energy sector environment
- UEENEEE148A Carry out routine work activities in an energy sector environment
- UEENEEE179A Identify and select components, accessories and materials for energy sector work activities
- UEENEEK142A Apply environmentally and sustainable procedures in the energy sector
- CPCCOHS1001A Work safely in the construction industry (White Card)
- HLTAID001 Provide cardiopulmonary resuscitation
- UEENEEE020B Provide basic instruction in the use of Electrotechnology apparatus
- UEENEEP024A Attach cords and plugs to electrical equipment for connection to a single phase 230 Volt supply
- UEENEEA101A Assemble electronic components
- UEENEEE102A Fabricate, assemble and dismantle utilities industry components
- UEENEEE105A Fix and secure Electrotechnology equipment
- UEENEEH102A Repairs basic electronic apparatus faults by replacement of components

Upon successful completion of a Certificate II Electrotechnology, the students are eligible for credit transfers on some of the units of competency toward their Electrical Apprenticeship which is at Certificate III level.

Course Cost: VET in schools (VETiS) funded – SCTTTC fees apply *(yet to be confirmed)*
Fees include: Delivery, Extension Learning Program, Structured Workplace Learning Support, Uniform, and Consortium School Operational Contribution.

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Electrical Trades Assistant
⇒ Electrician (General)
⇒ Air Conditioning & Refrigeration Mechanic
⇒ Electrical Fitter
⇒ Electronics & Communications Tradesperson
⇒ Electrical Instrumentation Tradesperson
⇒ Fire Protection Electrician
⇒ Renewable Energy Tradesperson

Pathway Options

After completion of Certificate II in Electrotechnology
Students may consider further post graduate study in:-

◊ Certificate III in Electrotechnology (Apprentice Electrician)
◊ Certificate III Air Conditioning & Refrigeration
◊ Certificate III in Electronics & Communication
◊ Certificate III Instrumentation and Control
◊ Certificate III in Appliance Service

Further studies at Certificate IV, Diploma or Advanced Diploma Level are optional for Electrotechnology Tradespeople.

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CERTIFICATE II in PLUMBING (52700WA) QCE Points 4

Course Delivered by TAFE Queensland East Coast—RTO Code: 0418

1 year – 80 hours mandatory Vocational Placement is built into the program and must be completed to be awarded the qualification.

This course is offered as a prevocational program for students focused on an apprenticeship as their future pathway. Students will develop skills in this employer standard pre-apprenticeship. With a strong focus on safe plumbing practices, students will learn how to operate hand and power tools, read plans and perform basic welding and plumbing installation techniques. A General Safety Induction (White Card) is delivered in this course which is an industry requirement to work on any Queensland construction site.

The course includes introductory competencies included in further Plumbing qualifications and includes:

- CPCCOHS2001A Apply OHS requirements, policies and procedures in the construction industry
- CPCPCM2002A Carry out interactive workplace communication
- CPCPCM2004A Read plans and calculate plumbing quantities
- CPCPCM2011A Apply first aid in the workplace
- CPCPCM2021A Work effectively in the plumbing and services sector
- CPCPCM2023A Carry out OHS requirements
- CPCPCM2026A Use of plumbing hand & power tools
- CPCPCM2028A Cut and join sheet metal
- CPCPCM2030A Mark out materials
- CPCPCM2035A Work safely on roofs
- MSAENV272B Participate in environmentally sustainable work practices
- CPCPCM2025A Handle and store plumbing materials
- CPCCM2008A Erect and dismantle restricted height scaffolding
- CPCPCM2029A Cut using oxy-LPG-acetylene equipment
- CPCPCM2032A Weld using oxy-acetylene equipment
- CPCPCM2033A Weld using arc welding equipment
- CPCPRF3012A Fabricate and install roof drainage components
- FNSFLT201A Develop and use a personal budget

Course Cost: Cost: Govt subsidy not yet confirmed however EOI is recommended to be submitted.
Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Trades Assistant
⇒ Apprentice Plumber
⇒ Apprentice Gas Fitter
⇒ Apprentice Roof Plumber
⇒ Apprentice Plumber (Mechanial Services)

Pathway Options

After completion of Certificate II in Plumbing Services, Students may consider further post graduate study in:-

◊ Certificate III in Plumbing
◊ Certificate III in Roof Plumbing
◊ Certificate III in Gas Fitting
◊ Certificate III in Plumbing (Mechanical)

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CERTIFICATE II in HEALTH SUPPORT SERVICES (HLT23215) QCE Points 4

Course Delivered by TAFE Queensland East Coast—RTO Code: 0418

1 year – Included 80 hours Vocational Placement is built into the program and must be completed to be awarded the qualification.

This entry level course will provide students with the basic foundation skills and knowledge to commence a career in the Health Services Industry. It covers workers who provide support and assistance to staff with the care of clients.

The course includes introductory competencies such as:

- CHCCOM005 Communication in the health and community sector
- HLTINF001 Comply with infection prevention and control policies and procedures
- HLTWHS001 Participate in workplace health and safety
- CHCDIV001 Work with diverse people
- BSBMED301 Interpret and apply medical terminology appropriately
- CHCDIV002 Promote Aboriginal and/or Torres Strait Islander cultural safety
- CHCCCS010 Maintain high standard of service
- BSBWOR203 Working effectively with others
- CHCCCS020 Respond effectively to behaviours of concern
- HLTWHS005 Conduct manual tasks safely
- HLTHSS005 Undertake routine stock maintenance
- CHCCCS012 Prepare and maintain beds

Cost: Govt subsidy not yet confirmed however EOI is recommended to be submitted.
Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Administration Assistant
⇒ Ward/hospital Assistant
⇒ Orderly
⇒ Pathology Courier
⇒ Support Services Worker

Pathway Options

After completion of Certificate II in Health Support Services, Students may consider further post graduate study in:-

◊ Certificate III in Health Support Services
◊ Certificate III in Health Services Assistant
◊ Certificate III in Aged Care
◊ Diploma of Nursing

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CERTIFICATE II in SURVEYING & SPATIAL INFORMATION SERVICES (CPP20112) QCE Points 4

1 Year –Structured Workplace Learning *(Hours to be confirmed)*

NATIONALLY RECOGNISED TRAINING

This course is designed for the growth industry of surveying and has pathways for students into becoming Surveying Technicians. It provides an entry-level understanding of both the Surveying and Spatial Information fields and contains practical training with various forms of equipment and computer software currently in use by industry professionals in their daily work.

By completing this program students will gain skills and knowledge in using specialist mapping software (GIS), how to use a GNSS (GPS) satellite receiver to locate and capture features and objects, the basic operation of survey measuring equipment and exposure to industry standards in practices and procedures for spatial data.

This program is for students who like to use technologically advanced equipment, find solutions to real world problems, work in a 3D digital environment, analyse spatial data and imagery and enjoy having mixed working environments.

Students are exposed to procedures, processes and standards required by industry or government in the workplace and will earn Mapping Skills, Geo-Spatial Skills, Surveying Skills and Communication Skills.

Delivery by – Canberra Institute of Technology (course pending contracted program to be advised)
This program brings together industry experts, CIT staff, school teachers and mentors to deliver the program through class-room workshops, practical field activities and on-line training. The program is structured to be flexible and delivered to meet local workplace needed while providing exposure to current industry practice. Students will have one academic year to complete the program. The course includes the following units of competency:

Canberra Institute of Technology
cit.edu.au

RTO Code: 0101

- CPCCMN2002A Participate in workplace safety arrangements
- CPPSIS2011A Prepare for work in the spatial information services industry
- CPPSIS2012A Assist in the collection of spatial data
- CPPSIS2013A Assist in the storage and retrieval of spatial data
- CPPSIS2014A Assist in the selection, operation and maintenance of equipment and supplies
- CPPSIS2015A Assist in field activity
- CPPSIS2017A Use information technology for spatial information services activity
- PSPGOV202B Use routine workplace communication techniques

Cost: to be confirmed
Fees include: Delivery, Extension Learning Program, SWL Support, Uniform, and Consortium School Operational Contribution

Career Outcomes

This course will assist Students seeking a career as a:-

⇒ Surveyor
⇒ Urban & Regional Planner
⇒ Civil Engineer
⇒ Draftsman
⇒ Architect

Pathway Options

After completion of Certificate II in Surveying and Spatial Information Services, students may consider further post graduate study in:-

◊ Certificate III in Surveying and Spatial Information
◊ Certificate IV in Surveying
◊ Diploma of Spatial Information Services
◊ University Degree

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INTEGRATED LEARNING PATHWAY in ENGINEERING (ILEng) QCE Points 4

This course is delivered in partnership with University of the Sunshine Coast and Skills QLD Gateway to Industry Schools Program.

Nationally Recognised Training

Students who participate in the ILE Program will study two of USC'S first year engineering subjects (one in each semester) concurrently with school based Maths B studies.

ILPU provides secondary school students in Years 11 and 12 with an opportunity to study undergraduate university courses while still at school. The objectives of ILP are:

University of the Sunshine Coast
ILE–Integrated Learning Engineering

- Inspire and educate high school students about studying at university
- To create secondary students who are better prepared for tertiary education due to a prior experience of university education
- To give students an opportunity to experience university in order to help choose their career path
- Create a practical model that provides an alternate approach to creating stronger links between the university and external organisations.

The ILP program is a unique opportunity for students as University is "brought to them". This means that they do not need to travel to USC to participate in the Program.

Delivery Day: Lectures will be held here at SCTTTC on every Wednesday afternoon from 4.00pm to 6.00pm over two semesters.

Eligibility

Students are expected to complete the application form provided and acceptance into the ILP program requires:

- Minimum C+ grade for English
- Minimum B average for all other subjects

Acceptance into the ILP program is also dependent upon sign off by the relevant Head of Department from the student's school.

◊ **Semester 1 -** students study ENG101 Engineering Professional Practice QCE Credit Points: 2

◊ **Semester 2** - students study SET111 Environment, Technology and Sustainability QCE Credit Points: 2

NB: By passing both ENG101 and SET111 students will gain four QCE points. If they choose to study at USC, students will be credited the two courses towards an Engineering or other relevant degree and receive a guaranteed place at USC on completion of year 12.

Fees include: Extension Learning Program, Site Visits, Uniform, and Consortium School Operational Contribution where applicable

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