

Policy Title: VET Learner Transition
Policy Owner: Pro-Vice-Chancellor (Education)
Keywords: Learner Transition
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1. INTENT

The policy governs Edith Cowan University’s (ECU) processes and procedures relating to the transition from superseded or deleted training packages, accredited courses, units of competency or expired courses in the Vocational Education and Training (VET) sector.

2. ORGANISATIONAL SCOPE

All ECU staff delivering training and/or assessment in the Vocational Education and Training (VET) context.

3. DEFINITIONS

TERM	DEFINITION
AQF	Australian Qualifications Framework
deleted	Where a Training Product is no longer current and has not been replaced or superseded by another Training Product
National Register	National Register of national recognised training courses, units of competency and registered training organisations – training.gov.au
RTO	Registered Training Organisation
Scope (of registration)	The approved courses / qualification that an organisation is registered to deliver as a RTO
superseded	When a qualification or unit of competency contained in a revised Training Package is replaced by a newer endorsed qualification and/or unit of competencies, they are referred to as

TERM	DEFINITION
	superseded.
Transition Period	The allowable timeframe within which the learner's training, assessment and AQF certification documentation issuance must be completed when a Training Product has been superseded, removed or deleted from the National Register,
Training Product	A training package, accredited course, unit of competency or course in the Vocational Education and Training (VET) sector

4. POLICY CONTENT

Where a Training Product on ECU's scope of registration is superseded or expires, arrangements must be made by ECU to provide learners with an opportunity to complete their training and assessment or transfer to the replacement qualification.

- 4.1 Learners enrolled in Training Products that become superseded must be transferred to the new Training Product within a Transition Period of one year from the date the replacement Training Product was released on the National Register.
- 4.2 The requirements specified in section 4.1 do not apply where a Training Package requires the delivery of a superseded unit of competency in a qualification or accredited course. In this case, ECU must continue to include the unit of competency as named in the qualification or course being delivered.
- 4.3 New learners must not commence training and assessment in a Training Product that has been removed or deleted from the National Register.

5. ACCOUNTABILITIES AND RESPONSIBILITIES

In relation to this policy, the following positions are responsible for the following

Policy Owner

The Policy Owner, the Pro-Vice-Chancellor (Education) has overall responsibility for the content of this policy and its operation in ECU.

The Manager, Academic Governance and Standards is responsible for the maintenance of this policy.

All members of the University community are expected to comply with University Policy.

6. RELATED DOCUMENTS:

6.1 The policy is supported by the following documents:

- [Standards Registered Training Organisations \(RTO\) 2015, Section 1.26 and 1.27 – Transition of training products](#)
- [Australian Skills Quality Authority \(ASQA\) – General Direction – Learner Transition](#)

7. CONTACT INFORMATION

For queries relating to this document please contact:

Policy Owner	Pro-Vice-Chancellor (Education)
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8. APPROVAL HISTORY

Policy Approved by:	Senior Deputy Vice-Chancellor (Acting Vice-Chancellor)
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