

### **Accreditation**

The process by which specific courses are formally recognised by State or Territory, Training Authorities to ensure they meet specified quality requirements.

### **Assessment**

Assessment means the process of collecting evidence and making judgements on whether competency has been achieved to confirm that an individual can perform to the standard expected in the workplace, as expressed in the relevant endorsed industry/enterprise competency standards or the learning outcomes of an accredited course.

### **Australian Qualifications Framework (AQF)**

A national framework for all qualifications in post-compulsory education and training. The AQF is the national policy for regulated qualifications in the Australian education and training system. It incorporates the quality assured qualifications from each education and training sector into a single comprehensive national qualifications framework. The AQF recognises that the school's sector, the VET sector and the higher education sector have different industry and institutional linkages. It connects the different sectors in a coherent single framework incorporating qualifications, levels and guidelines. The AQF comprises titles and guidelines, which define each qualification, together with principles and protocols covering articulation and issuance of qualifications and statements of attainment.

### **Australian Quality Skills Authority (ASQA)**

The Australian Skills Quality Authority (ASQA) is the national regulator for Australia's vocational education and training sector. ASQA regulates courses and training providers to ensure nationally approved quality standards are met.

### **Competency-Based Assessment**

Competency-based assessment is the process of collecting evidence and making judgments on whether the student can consistently demonstrate knowledge and skill, and the application of that knowledge and skill to the standard of performance required in the workplace.

### **Competency standards**

Comprises the specification of knowledge and skill and the application of that knowledge and skill to the standard of performance required in the workplace. Competency standards define the outcomes for training delivery, assessment, and the issuing of qualifications and statements of attainment under the Australian Skills Quality Authority (ASQA).

### **Credit Transfer**

Credit towards qualifications granted to participants in training on the basis of assessing competency or course outcomes. These assessments are based on prior agreement between organisations of the credit value of specific courses and programs. Under a training packages approach, credit transfer relates primarily to evidence of achievement of relevant competencies.

## **Evidence**

The set of information which, when matched against the relevant criteria, provides proof of the student's competency. Evidence can take many forms and be gathered from a number of sources.

## **Key Competencies**

Employment related general competencies that are essential for effective participation in the workplace.

## **National Competency Standards**

National standards define the competencies required for effective performance in the workplace. A unit of competency comprises the specification of knowledge and skill and the application of that knowledge and skill at an industry level, to the standard of performance required in employment. Competency standards can be either industry or enterprise based.

## **National Register on VET in Australia**

Training.gov.au is the official National Register on VET in Australia and is the authoritative source of information on training packages, qualifications, and accredited courses, units of competency, skill sets and Registered Training Organisations. Information is searchable and publicly accessible via the internet. The register contains comprehensive information on endorsed training packages which have been approved by Ministers. Information includes full details of competency standards; a listing of National Centre for Vocational Education Research (NCVER) noted support materials with contact source; details of AQF accredited courses/qualifications; and contact details and scope of registration of all RTOs.

## **Qualification**

Qualification means, in the vocational education and training sector, the formal certification issued by an RTO under the AQF, which a person has achieved all the requirements for a qualification as specified in an endorsed national training package or in an AQF accredited course.

## **Quality Assurance**

The planned and systematic process of ensuring the consistent application of registration requirements by Registered Training Organisations. Quality assurance forms part of a quality management system or focus.

## **Recognition of Prior Learning (RPL)**

Recognition of Prior Learning means recognition of competencies currently held, regardless of how, when or where the learning occurred. Under the ASQA, competencies may be attained in a number of ways. This includes through any combination of formal or informal training and education, work experience or general life experience. In order to grant RPL, the assessor must be confident that the candidate is currently competent against the endorsed industry or enterprise competency standard or outcomes specified in AQF accredited courses. The evidence may take a variety of forms and could include certification, references from past employers and work samples. The assessor must ensure that the evidence is authentic, valid, reliable, current and sufficient.

## **Records of Assessment**

The information of assessment outcomes that is retained by the organisation that is responsible for issuing the nationally recognised Statement of Attainment or Qualification.

## **Registered Training Organisation (RTO)**

Any training organisation registered in accordance with the Australian Skills Quality Authority providing vocational education, training and/or assessment services. RTOs include TAFE schools/institutes, private commercial providers, community providers, schools, higher education institutions, enterprises and firms, industry bodies and any other organisation which meets the requirements for registration.

## **Scope of Registration**

Scope of Registration means the defined scope for which a training organisation is registered that identifies the particular services and products that can be provided. An RTO may be registered to provide either:

- Training delivery and assessment services and products and issue AQF qualifications and Statements of Attainment
- Assessment services and products and issue AQF qualifications and
- Statements of Attainment

## **Statement of Attainment**

Statement of Attainment means a record of recognised learning which, although falling short of an AQF qualification, may contribute towards a qualification outcome, either as attainment of competencies within a training package, partial completion of a course leading to a qualification, or completion of a nationally accredited short course which may accumulate towards a qualification through RPL process.

## **Training Packages**

Comprehensive, integrated products which provide national benchmarks and resources for delivery, assessment and qualifications in vocational education and training. Training packages comprise endorsed components of national competency standards, assessment guidelines and qualifications, combined with non-endorsed components which may include a learning strategy, assessment resources and professional development materials.

## **Queensland Curriculum Assessment Authority (QCAA)**

QCAA's role and its priorities are assisting educators to deliver the best curriculum and assessment practices from kindergarten to Year 12.