



VET Quality Framework audit report

Continuing registration as a national VET regulator (NVR) registered training organisation (RTO)

Legal name of organisation	Australian Global Institute Pty Ltd
Date of audit	20 September 2012

ORGANISATION DETAILS					
RTO legal name	Australian Global Institute Pty Ltd		RTO ID number	31690	
Registered business trading name	Australian Global Institute Pty Ltd		ABN	46 121 949 586	
Address	400 Lytton Road, Morningside			Postcode	4170
Phone	(07) 3113 3495	Fax	(07) 32233815		
E-mail	p.hunt@studyinoz.info		Website	http://www.studyinoz.info/	
Registration contact	Name	Mr Paul Hunt	Position	Director	

AUDIT TEAM			
Lead auditor	Daniel Taylor	Technical adviser/s	N/A
Audit team members	Anthony Barkey		

ASQA CONTACT DETAILS			
Phone	1300 701801 (ASQA Info line)	E-mail	compliancebrisbane@asqa.gov.au

AUDIT DETAILS	
Audit type	<input type="checkbox"/> Renewal of registration <input checked="" type="checkbox"/> Extension to scope of registration <input type="checkbox"/> Compliance monitoring (incl. post initial registration) <input type="checkbox"/> Other:
Scope of audit	<input checked="" type="checkbox"/> Standards for NVR Registered Training Organisations <input type="checkbox"/> Australian Qualifications Framework (AQF) <input type="checkbox"/> Data Provision Requirements <input type="checkbox"/> Fit and Proper Person Requirements <input type="checkbox"/> Financial Viability Risk Assessment Requirements
Date/s of site visit/s	20/09/2012
Site/s visited	400 Lytton Road, Morningside
Standards audited	Essential Standards for Continuing Registration 15, 16 & 17

ORGANISATION
<ul style="list-style-type: none"> • Through discussions with stakeholders within the sports and recreation industry a need has been identified for this qualification to be delivered. • Delivery will occur onsite at present with a view to deliver online and interstate in the future. • Current scope: <ul style="list-style-type: none"> ○ SIT31107 Certificate III in Hospitality (Patisserie) ○ 30754QLD Certificate I in Elementary English Communication ○ 30755QLD Certificate II in Pre-Intermediate English Communication ○ 30756QLD Certificate III in Intermediate English Communication ○ 30757QLD Certificate IV in Upper-Intermediate English Communication ○ 30758QLD Diploma of Advanced English Communication • MOU in place for delivery of First Aid/injury component of SIS30710 with CSTC Pty Ltd trading as Construction Skills Training Centre. • RTO will be requesting a deposit no more than \$1000, fee for service full fees \$2500. No government funding. Marketing – no current marketing required due to the RTO's contacts within the industry. All interest thus far has been derived through discussions with industry.

FOCUS OF AUDIT		
Code	Qualification / Accredited course name	Mode(s) of delivery &/or assessment
SIS30710	Certificate III in Sport Coaching	Face to face

INTERVIEWEES		
Staff (name and position)		
Name	Position	Program (qualification, course, etc)
Mr Paul Hunt	Director	
Mr John Hunt	Trainer/Assessor	SIS30710 Certificate III in Sport Coaching

SUMMARY OF AUDIT OUTCOME

This audit was conducted under the *National Vocational Education and Training Regulator Act 2011* (the Act) to assess compliance with requirements of the VET Quality Framework as identified under the Scope of Audit section above.

AUDIT OUTCOME

Audit status as at 20 September 2012

- The organisation **has not demonstrated compliance** with all compliance requirements reviewed for the audit.

The level of non-compliance is considered to be minor when considering the potential for adverse impact on the quality of training and assessment outcomes for students.

The audit report describes evidence of non-compliance identified. Each issue referenced must be rectified by the organisation with evidence provided to ASQA within **20 working days** of the date of the letter accompanying this audit report to demonstrate corrective actions implemented.

Auditor's Name	Daniel Taylor	Signature		Date of Report	26/09/2012
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AUDIT RECTIFICATION

Audit status following additional evidence received [date]

- The organisation **has demonstrated compliance** with all compliance requirements reviewed for the audit.
- The organisation **has not demonstrated compliance** with all compliance requirements reviewed for the audit.

Auditor's Name		Signature		Date of Report	
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AUDIT SUMMARY OF VET QUALITY FRAMEWORK REQUIREMENTS

VET QUALITY FRAMEWORK COMPONENT		STATUS*
Financial Viability Risk Assessment Requirements		<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
Fit and Proper Person Requirements		<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
Data Provision Requirements		<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
Australian Qualifications Framework (AQF) Requirements		<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
Standards for NVR Registered Training Organisations 2011 - Essential Standards for Continuing Registration		
15	The NVR registered training organisation provides quality training and assessment across all of its operations	<input type="checkbox"/> C <input checked="" type="checkbox"/> NC <input type="checkbox"/> NA
16	The NVR registered training organisation adheres to principles of access and equity and maximises outcome for its clients	<input type="checkbox"/> C <input checked="" type="checkbox"/> NC <input type="checkbox"/> NA
17	Management systems are responsive to the needs of clients, staff and stakeholders, and the environment in which the NVR registered training organisation operates	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
18	The NVR registered training organisation has governance arrangements in place	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
19	Interactions with the National VET Regulator	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
20	Compliance with legislation	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
21	Insurance	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
22	Financial management	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
23	Certification, issuing and recognition of qualifications and statements of attainment	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
24	Accuracy and integrity of marketing	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
25	Transition to training packages/expiry of VET accredited courses	<input type="checkbox"/> C <input type="checkbox"/> NC <input checked="" type="checkbox"/> NA
*STATUS: Status of audit findings when audit was conducted C = Compliant NC = Not Compliant NA = Not audited		

Audit Findings

The organisation did not demonstrate compliance with **SNR 15 and 16** for the qualification audited. The organisation has not had any delivery in this qualification. The non-compliance was therefore seen as minor as no students have been impacted.

SNR 15

- Assessment validation was presented, however did not map accurately to all assessment tasks.
- The RTO provided its strategy for RPL, however, assessment tools to ensure sufficient evidence is collected to cover essential knowledge and skills content of the qualification have not been developed.

SNR 16

- Pre-enrolment information specific to the qualification applied for had not been developed.

Rectification requirements – evidence of rectification to be submitted within 20 working days

SNR 15.5

The organisation is required to provide evidence to demonstrate:

- it has developed RPL assessment tool/s to ensure sufficient evidence will be gathered and address the essential knowledge and skills requirements of the units of competency packaged within the qualification audited.
- it has amended its assessment validation tool to accurately demonstrate how its assessment tools/tasks address all requirements (performance criteria, required skills and knowledge and critical aspects of evidence) for the following units of competency:
 - *SISSCGP306A Customise coaching for special needs groups*
 - *SISXCAI305A Conduct individualised long-term training programs*

SNR 16.3

The organisation is required to provide evidence to demonstrate:

- it has developed pre-enrolment information specific to the qualification which will be added to its website.