

Glossary of Terms



DTEC
For the better

AQF

Australian Qualifications Framework

ASQA

Australian Skills Quality Authority (ASQA), the national regulator for Australia's vocational education and training sector

Audit, see compliance audit and registration audit

Further information is available in the [Fact sheet—ASQA audits](#).

Compliance audit

The systematic and documented process ASQA uses to assess a provider's ongoing compliance with the VET Quality Framework and other relevant standards.

Compliance audits are scheduled at ASQA's discretion. The cost of ASQA undertaking a compliance audit of a registered training organisation is chargeable to that provider.

ASQA also has the authority to undertake compliance audits of providers outside of Australia.

Nationally recognised training (NRT)

Any program of training leading to vocational qualifications and credentials that are recognised across Australia. These include: industry training package qualifications and units of competency as listed on training.gov.au

National register (Training.gov.au)

training.gov.au, the official national register on vocational education and training (VET) in Australia. It is the authoritative source of information on training packages, qualifications, accredited courses, units of competency, skill sets and registered training organisations (RTOs).

training.gov.au helps people to find information about RTOs that are registered to deliver a particular nationally recognised training (NRT) product.

Qualification

Formal certification, issued by a relevant approved body, in recognition that a person has achieved learning outcomes or competencies relevant to identified individual, professional, industry or community needs.

Registration audit

The systematic and documented process used to assess a provider's compliance with the required national standards. A registration audit may be triggered by an application for initial registration, renewal of registration or change to scope of registration.

Scope of registration

The particular services and products that a provider is registered to provide.

Statement of attainment

A statement given to a person confirming that the person has satisfied the requirements of units of competency or modules specified in the statement.

Teach-out/transition period

Transition period means, where a training product has been superseded, removed or deleted from the National Register, the allowable timeframe within which the learner's training, assessment, and AQF certification documentation issuance must be completed or, in the case of a superseded training product, within which the learner is transitioned into the replacement training product.

Testamur

An official certification document that confirms that a qualification has been awarded to an individual.

Third party

Any party that provides services on behalf of the RTO but does not include a contract of employment between an RTO and its employee.

Training and assessment strategy

The approach of, and method adopted by, an RTO with respect to training and assessment designed to enable learners to meet the requirements of the training package or accredited course.

Transition period

Transition period means, where a training product has been superseded, removed or deleted from the National Register, the allowable timeframe within which the learner's training, assessment, and AQF certification documentation issuance must be completed or, in the case of a superseded training product, within which the learner is transitioned into the replacement training product.

Unit of competency

The specification of the standards of performance required in the workplace as defined in a training package.

Validation (independent/internal)

The quality review of the assessment process. Validation involves checking that the assessment tool/s produce/s valid, reliable, sufficient, current and authentic evidence to enable reasonable judgements to be made as to whether the requirements of the training package or VET accredited courses are met. It includes reviewing a statistically valid sample of the assessments and making recommendations for future improvements to the assessment tool, process and/or outcomes and acting upon such recommendations.

Independent validations should be conducted by an individual that does not regularly train/assess for the organisation in the courses being validated.

VET Fee Help

An Australian Government loan scheme that assists eligible students enrolled in certain higher-level VET courses, at providers, with paying their tuition fees.

VET Quality Framework

A set of standards and conditions used by ASQA to assess whether a registered training organisation meets the requirements for registration.

The VET Quality Framework comprises:

- the *Standards for Registered Training Organisations 2015*
- the Financial Viability Risk Assessment Requirements
- the Data Provision Requirements
- the Fit and Proper Person Requirements, and
- the Australian Qualifications Framework.

Acknowledgements

<http://www.asqa.gov.au/news-and-publications/glossary.html#summary-r>

<http://www.asqa.gov.au/users-guide-to-the-standards-for-registered-training-organisations-2015/appendices/appendix-1/appendix-1.html>