



REPORT

Audit report: Victorian Education and Training Group Pty Ltd

RTO number:	22581
CRICOS number:	03649A
Date/s of audit:	4 August 2020
Date report created:	5 August 2020

Organisation details

Organisation's legal name:	Victorian Education and Training Group Pty Ltd
Trading name/s:	International College of Victoria
RTO number:	22581
CRICOS number:	03649A

Audit team

Lead auditor:	Ian Penna
Auditor/s:	Emma Stokes

Audit details

Application number/s:	CHGCRI0005939 CHGCRI0005930
Audit number/s:	AUDREC0010766
Audit reason/s:	Application - Change
Address:	N/A (desk audit)
Date/s of audit:	4 August 2020
Organisation's contact for audit:	Khurram Ali Sheikh Chief Executive Officer kas@icv.edu.au 0399421836

Original finding at time of audit

Audit finding: Minor non-compliance

Report completed by: Ian Penna

Practice	Standards for RTOs	National Code	Finding
Training and Assessment	1.1*, 1.2, 1.3, 1.13, 1.14, 1.15, 1.16	11.1*, 11.2	Not compliant
Support and Progression		6.6	Compliant

*Indicates a non-compliant clause

Background

Summary of organisation and management structure:

- Victorian Education and Training Group Pty Ltd (the organisation) was first registered as a VET provider on 8 November 2013. The organisation was then granted CRICOS registration on 17 November 2017.
- Mr Khurram Ali Sheikh is the owner and CEO and is supported by RTO Manager Ali Farooq, Course Coordinators, Trainers and Assessors, Student Support officers and Administration Officers.

Scope of organisation's registration:

- *CHC30113 Certificate III in Early Childhood Education and Care*
- *CHCH43015 Certificate IV in Ageing Support*
- *CHC43115 Certificate IV in Disability*
- *CHC50113 Diploma of Early Childhood Education and Care*
- *CPC30211 Certificate III in Carpentry*
- *CPC40110 Certificate IV in Building and Construction (Building)*
- *CPC50210 Diploma of Building and Construction (Building)*
- *CPCCWHS1001 Prepare to work safely in the construction industry.*

Suburb and state of all delivery sites:

- Suite 2, Level 8 190 Queen Street Melbourne VIC 3000
- 35 Thomas Carr Drive Tarneit VIC 3029
- Various rented suburban sites for delivery of courses from the *CHC Community Services Training Package*.

Third party usage:

- The organisation has agreements with the following for the recruitment of prospective learners:
 - International Migration Consultants
 - IWISE Education Pty Ltd
 - MA Education Consultants
 - De Fu International Pty Ltd
 - Dusk 2 Dawn Family Day Care Services Pty Ltd
 - Edufactor Pty Ltd
 - IAE Edu Net Melbourne
 - APIT-ME Consulting Pty Ltd
 - April Ann Mecernario.

Core clients/target groups:

- Domestic students from culturally diverse backgrounds
- International students.

Training Revenue (Funded or fee for service):

- Full-fee paying overseas students
- Fee for service from Victorian Government (Skills First funding).

Total number of current enrolments in the organisation as at audit date:

- There are 347 current student enrolments in the organisation, 48 are overseas students and 299 are domestic students.

In preparing the audit report, consideration has been given and reference made, where relevant, to:

- Information provided by students as part of a student survey or interview.
- Information provided directly by Victorian Education and Training Group Pty Ltd to ASQA.
- Existing information and records held by ASQA concerning Victorian Education and Training Group Pty Ltd.
- Information provided to ASQA's auditors and documentation reviewed during the desk audit of Victorian Education and Training Group Pty Ltd conducted on 4 August 2020.
- Other publicly available information - including but not limited to, information published on the organisations and third-party websites.

Audit Sample

Training Products	Mode/s of delivery/assessment*	Current enrolments
<i>CPC30211 Certificate III in Carpentry</i>	Face to Face – Online delivery during COVID-19 Pandemic	16
<i>CPC40110 Certificate IV in Building and Construction (Building)</i>	Face to Face – Online delivery during COVID-19 Pandemic	102
<i>CPC50210 Diploma of Building and Construction (Building)</i>	Face to Face – Online delivery during COVID-19 Pandemic	54

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

Interviewees

Name	Position	Training products
Mr Khurram Sheikh	CEO/PEO	All
Mr Ali Farooq	RTO Training Manager	All

About this Report

This report details findings against the *Standards for Registered Training Organisations (RTOs) 2015* (Standards for RTOs) and/or the *National Code of Practice for Providers of Education and Training to Overseas Students 2018* (National Code). If non-compliance has been identified, this report describes evidence of the non-compliance.

Where non-compliance has been identified, the organisation is accountable for identifying and correcting non-compliant practices and behaviours, particularly those that have had a negative impact on learners.

Correcting non-compliance may require:

- correcting a process or system that has led to the non-compliance, and implementing a revised process or system
- identifying the impact on learners and carrying out remedial action for current and past learners.

Original action required by Organisation

Victorian Education and Training Group Pty Ltd did not meet requirements for:

- *Standards for RTOs (2015)*: Clause 1.1
- *National Code (2018)*: Standard 11.1.

The organisation is required to provide evidence that demonstrates:

Training and assessment

Standards for RTOs Clause 1.1, and National Code Standard 11.1.

- the organisation has corrected its training and assessment strategies for future students to ensure they are consistent with the requirements of the training product and the practices of the RTO.

Areas of non-compliance

Training and Assessment

Training Delivery and Assessment

Standards for RTOs Clause 1.1

Original Finding: *Not compliant*

The RTO's training and assessment strategies and practices, including the amount of training they provide, are consistent with the requirements of training packages and VET accredited courses and enable each learner to meet the requirements for each unit of competency or module in which they are enrolled.

CPC30211 Certificate III in Carpentry

CPC40110 Certificate IV in Building and Construction (Building)

CPC50210 Diploma of Building and Construction (Building)

- The following evidence was reviewed:
 - Training and Assessment strategies for:
 - *CPC30211 Certificate III in Carpentry*
 - *CPC40110 Certificate IV in Building and Construction (Building)*
 - *CPC50210 Diploma of Building and Construction (Building)*.
 - MOU for 407 High Street, LALOR, VIC 3075
 - Email confirming domestic and international student delivery locations.
- The organisation's documented strategies with regards to the delivery of training and assessment for the above training products require further clarification. For example, but not limited to:
 - information regarding the delivery of practical components at sites in Tarneit and Lalor, differs from where the theory component of the courses are delivered (i.e. 190 Queen Street Melbourne). The strategies need to clearly identify at which location(s) training (theory and practical components) is to be conducted.

National Code Standard 11.1

Original Finding: *Not compliant*

In applying to register a full-time course at a location, a provider must seek approval from the ESOS agency, including through the relevant designated State authority if the provider is a school, for the following:

11.1.1 the course duration, including holiday breaks

11.1.2 modes of study, including online, distance or work-based training

11.1.3 number of overseas students enrolled at the provider, within the limit or maximum number approved by the ESOS agency for each location

11.1.4 arrangements with other education providers, including partners, in delivering a course or courses to overseas students.

CPC30211 Certificate III in Carpentry

CPC40110 Certificate IV in Building and Construction (Building)

CPC50210 Diploma of Building and Construction (Building)

- The following evidence was reviewed:
 - Training and Assessment Strategies for:
 - *CPC30211 Certificate III in Carpentry*

- *CPC40110 Certificate IV in Building and Construction (Building)*
 - *CPC50210 Diploma of Building and Construction (Building)*.
- The organisation's documented training and assessment strategies do not provide information specific to the maximum student capacity for the courses they intend to deliver across their leased locations.