



**VET COURSES
DELIVERED TO
SECONDARY
STUDENTS
(VETDSS)**

**VCE
VOCATIONAL
MAJOR**

**SOCIAL
INCLUSION
PROGRAMS**

**ONE VCE
GUIDE 2025**

Contacts

VETDSS

T: 1300 639 888

VOCATIONAL COLLEGE

T: 03 9564 6457 Glen Waverley campus

T: 03 9209 5477 Moorabbin campus

APPRENTICE CENTRAL

T: 03 9564 1888

CHADSTONE CAMPUS

Corner Batesford and Warrigal Roads
Chadstone VIC 3148

GLEN WAVERLEY CAMPUS

595 Waverley Road
Glen Waverley VIC 3150

MOORABBIN CAMPUS

488 South Road
Moorabbin VIC 3189



Meet Holmesglen student Patrick Fry

Holmesglen Vocational Student of the Year award winner, Patrick followed a pathway into a Bachelor of Sport Business that opened up a world of opportunities for him, with popular NBL clubs to exciting work experiences at major sporting venues.

Learn more about Patrick's sports study tour to USA.



Study with Holmesglen

04

STARTING YOUR HOLMESGLEN JOURNEY

HOW TO DECIDE YOUR NEXT STEP

06

VET DELIVERED TO SECONDARY STUDENTS (VETDSS)

AT HOLMESGLEN ONE DAY PER WEEK

14

VCE VOCATIONAL MAJOR

YOUR VOCATIONAL COLLEGE
EXPERIENCE AT HOLMESGLEN

19

SOCIAL INCLUSION PROGRAMS

DISCOVER TRANSITION EDUCATION

23

TRAINING FOR APPRENTICESHIP TRAINEESHIP

HOLMESGLEN PART TIME TRAINING

Starting your Holmesglen journey

As a multi-award-winning institute with over 40 years' experience, we're a leading Australian provider of vocational education and training. We have excellent teachers and supportive learning environments.

We know each young person learns in their own way.

Our youth programs grow your independence and give you the skills to discover your dream job. Our courses and curriculum spark your interests and help you succeed with your studies.

In 2023, the Victorian government changed to One VCE, recognising different students, and their study needs, talents and skills equally.

So, whether you want to learn practical skills through further study, move into an apprenticeship or take the first steps towards your career, talk to us today. We'll create a Holmesglen experience to match.

DID YOU KNOW...

89% of Vocational Education and Training graduates were satisfied with the overall quality of their training*



*Australian vocational education and training statistics, VET student outcomes, 2023 National Centre for Vocational Education and Research.



How to decide your next step

As a secondary school student, you have many options.

We can help you choose a pathway to the conclusion of your secondary education.



06

Vocational Education and Training (VET) in secondary school

I want to stay at my current secondary school for Year 11 and 12 and complete my VCE studies, but I also want to learn a vocational skill to complement my regular studies.

So I'll study at Holmesglen for one afternoon a week and experience being in a practical learning environment.

Action: With my school's help, I'll enrol in a VET Delivered to Secondary Students program and after two years, in addition to completing my VCE, I may receive a nationally recognised qualification or partial completion of a VET course.

See page 6

**VET
Certificate
II/III**



14

Full-time Vocational College

I want to complete my VCE but my current secondary school does not suit my learning needs and I require more support in a nurturing environment.

Action: I'll attend Vocational College at Holmesglen full time and complete my Year 11 and Year 12. I'll meet with Holmesglen and we'll discuss my interests to find out which study and skill sets appeal to me.

See page 14

**VCE
Vocational
Major**



19

Gain life skills and build confidence

I need a more inclusive learning environment with additional learning and social skills support.

I would like to focus on life skills and build my confidence in a practical program and make new friends.

Action: I'll enrol in a Holmesglen Developing Independence Program.

See page 19

**Certificate
in
Transition
Education**



23

Apprenticeship and part-time training

I would like to begin an apprenticeship and leave secondary school.

Action: I will go search for an employer who can offer me a job as an apprentice or trainee.

I will aim to complete my part-time training component at Holmesglen. My employer will help arrange my training. Holmesglen offers a range of support for people in employment.

See page 23 for more information on Holmesglen's Employment Centre and Apprentice Central.

**Employment
with a
Certificate III
qualification**



VET delivered to secondary students

Vocational Education and Training (VET)

is hands-on education:

- Ideal for secondary students who are completing their VCE or VCE Vocational Major and want to gain practical skills in specific industries or trades
- All our secondary school programs and general education courses in this guide follow a VET format
- Our courses provide you with practical experience and access to job opportunities

At Holmesglen, our program is called

VET Delivered to Secondary Students (VETDSS).

You can choose to study courses from a range of industries at Holmesglen while completing your VCE:

- Arts and design
- Building and construction
- Business and finance
- Community and health sciences
- Computing and IT
- Early childhood education
- Horticulture and environment
- Hospitality, tourism and events
- Sport, fitness and wellbeing

Length

VETDSS courses are held for half a day or one day a week, depending on the industry, during school terms at Holmesglen.

Prerequisites

To enrol in a VETDSS course, you must be older than 14 years and 10 months and be enrolled as a full-time student in a secondary school.

Study type

You will study with us on campus, where you will experience what it's like after high school. Assessment is competency based, not graded. Some scored courses are assessed by an exam at the end of the year.

What you will get

When you complete your VET Delivered to Secondary Students course, you may be awarded a nationally recognised certificate qualification. Some VETDSS courses contribute directly to your Australian Tertiary Admission Rank (ATAR) score, and others offer block credit towards your VCE.

VET
Certificate
II/III



Benefits of studying a VET subject with VCE



Flexibility

VET Delivered to Secondary Students programs are completed together with your VCE or studies, giving you different perspectives and types of learning.



Gives you work experience and job opportunities sooner

The practical focus of the programs mean you can learn the skills and gain the knowledge needed to pursue your dream career.



Boost your VCE achievements

Some VETDSS courses provide a study score, like a VCE subject and offer block credit toward your VCE. Courses that are not scored provide an additional 10 per cent towards your ATAR score.



Your pathway into further study

Many VET Delivered to Secondary Students programs offer defined school pathways into our certificates, diplomas and degrees.

How to apply for VETDSS

How do I apply?

You can only apply for these VET programs through your school. Contact your VET coordinator or careers advisor.

When do applications close?

Applications open 4 September 2024. Priority is given to applications received before 17 November 2024. (Please note that we are unable to guarantee places at any time).

What happens after I apply?

If your application is successful, you will be contacted at a later date by the respective department. A contract will be sent to your school four weeks after classes commence. Classes run subject to student numbers.

VETDSS course options

ARTS AND DESIGN

FASHION

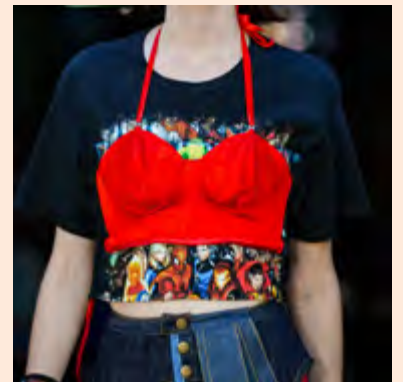
Certificate II in Applied Fashion Design and Technology

📍 MST20616 🕒 Part time (2 years) 📅 February 📍 Chadstone
🕒 Wed 1.30pm–5.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Completion of this course will provide you with a folio of fashion design work suitable for use at interviews for a variety of fashion design courses, from certificate through to diploma and degree level. You may be able to claim credit transfer for some units, when you apply for further study in the VET sector. Design or production assistant, machinist, product sourcing, retail or online sales.

Overview: This course gives you a basic understanding of design skills, opening doors to job opportunities in the fashion industry. It's ideal if you dream of starting your own small fashion business or doing repairs and alterations. While on campus, learners will have access to Adobe design software.



INTERIOR DECORATION AND DESIGN

Certificate III in Interior Decoration Retail Services

📍 MSF31018 🕒 Part time (2 years) 📅 February 📍 Chadstone
🕒 Wed 1.30pm–5.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Work in interior decoration retail outlets.

Overview: This is a practical, hands-on course, allowing you to work with different materials and fabrics, learning how to create beautiful designs for homes and businesses.

You will study interior decoration and learn the practical skills and knowledge required to plan and implement creative decoration solutions for a variety of environments.

You will have the chance to complete about 25 per cent of the program each semester, giving you a structured learning experience.

Watch our degree students showcase their collections and find out more about studying fashion at Holmesglen.










Carpentry and construction pathways students learn a range of skill sets across residential and commercial operations.

Hear from Carpentry teacher Winston Chamberlain about the career flexibility our courses offer.



KEY

-  Course code
-  Study mode and duration
-  Start date
-  Campus
-  Timetable



CONTACT

W: holmesglen.edu.au
T: 1300 639 888

BUILDING AND CONSTRUCTION

CARPENTRY AND JOINERY

Certificate II in Construction Pathways

 CPC20220  Part time (2 years)  February  Chadstone
 Wed 8.30am–12.30pm or 1pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Apprentice carpenter, joiner, bricklayer, tiler, painter and decorator.

Overview: Undertaking this course will give you a chance to sample a variety of trade skills and help you find your career path in a highly employable sector. You will learn the leading work health and safety practices, how to correctly use tools, and learn about the materials you will be working with. You will gain an understanding of the building and construction industry. You will also gain an understanding of building skills and principles and be exposed to common scenarios you'll experience on the job.

CARPENTRY AND JOINERY

Certificate II in Building and Construction Pre-Apprenticeship (Carpentry)

 22614VIC  Part time (2 years)  February  Chadstone
 Wed 8.30am–12.30pm or 1pm–5pm or Fri 8.30am–12.30pm or 1pm–5pm






Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Partial qualification towards a carpentry apprenticeship or a building trade apprenticeship. Units successfully completed may be applied as a credit transfer in further study to achieve a full qualification.

Overview: During the course, you will gain experience in using hand and power tools, and learn a wide range of carpentry skills, including how to install windows and doors, wall framing, interior fixing and roofing. This course opens employment opportunities in the building construction and building design industries.

ELECTRICAL

Certificate II in Electrotechnology (Career Start)

 UEE22020  Part time (2 years)  February  Moorabbin
 Year 1: Wed 8.30am–3.30pm or 12.30pm–4.30pm or Fri 8.30am–3.30pm
 Year 2: Wed 8.30am–3.30pm or 12.30pm–4.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school. This course requires at least Year 10 mathematical knowledge, and is not recommended if you find mathematics at this level challenging.

Career opportunities: Apprentice electrician, apprentice electrical fitter, apprentice air conditioning and refrigeration mechanic, renewable energy systems installer, electrical engineering technician, renewable energy sales and support roles.

Overview: This is a pre-vocational electrical program, designed to introduce you to the electrical/electronics industries in areas such as air-conditioning, electrical, refrigeration or instrumentation. It enables you to develop broad-based competencies in a range of electrotechnology fields such as lighting, general power, fire protection and security, robotics, instrumentation, optical data and voice systems, electrical motors and control systems.

BUILDING AND CONSTRUCTION

ENGINEERING AND FABRICATION

Certificate II in Engineering Studies - Fabrication

📍 22632VIC 🕒 Part time (2 years) 📅 February 📍 Moorabbin
🕒 Wed 12.30pm–6pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Heavy earth moving equipment, mining equipment, pressure vessels, pipework, automotive/truck body building, duct work, shipbuilder/boats/submarines, aircraft, structural work, electrical switchboard cabinets.

Overview: This course is ideal if you have an interest in air-conditioning and refrigeration, CAD, electrical, mechanical, structural engineering, fabrication and panel beating. It will provide you with skills in a range of engineering areas such as welding, basic machining, fabrication and the usage of hand and power tools.



PLUMBING

Certificate II in Plumbing (Pre-Apprenticeship)

📍 22569VIC 🕒 Part time (2 years) 📅 February 📍 Chadstone
🕒 Wed 8.30am–12.30pm or 1pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Partial qualification towards a plumbing apprenticeship. Units successfully completed may be applied as a credit transfer in further study to achieve a full qualification. The course is a career pathway to a plumbing apprenticeship that covers the practical and theoretical aspects of the industry including: drainage work, gas-fitting work, irrigation (non-agricultural) work, mechanical services work, roofing (storm water) work, sanitary work and water supply work.

Overview: The course is delivered in Holmesglen's specially designed facilities, with an emphasis on hands-on practical training. You will be gain skills and knowledge in plumbing, including technical drawing and plan development, plumbing fixtures and fittings and an introduction to welding.



BUSINESS AND FINANCE

BUSINESS ADMINISTRATION

Certificate II in Small Business Operations and Innovation

📍 22629VIC 🕒 Part time (2 years) 📅 February 📍 Glen Waverley
🕒 Wed 1.30pm–4.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Roles in retail, business, marketing or finance industries.

Overview: During this course, you will learn how to develop and run a small business, with a focus on business and employability skills. These include marketing, research, event management, planning, social media collaboration, financial assistance and a variety of processes required for small business activities.

With the growth of e-commerce in domestic and global markets, small businesses increasingly rely on staff with well-rounded skills to contribute to all areas of the business. This course also incorporates the use of drone technology, where you will receive hands-on experience flying drones and learn about the varied applications of this innovative technology.

Explore the future of plumbing with Holmesglen's Smart House, Chadstone.






See how the Smart House leverages technology for smarter plumbing solutions.





Our state-of-the-art facilities and simulation centres at our Moorabbin campus prepare nursing students for the health industry.

KEY

-  **Course code**
-  **Study mode and duration**
-  **Start date**
-  **Campus**
-  **Timetable**

CONTACT

W: holmesglen.edu.au
T: 1300 639 888

COMMUNITY AND HEALTH SCIENCES

ALLIED HEALTH

Certificate III in Allied Health Assistance

 **HLT33015**  **Part time (2 years)**  **February**  **Moorabbin**
 **Wed 1.30pm–4.30pm**

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Partial qualification towards hospital roles as a food services assistant, general hand or ward hand. Units successfully completed may be applied as a credit transfer in further study to achieve a full qualification. Pathways include Certificate IV Allied Health Assistance, Certificate III Health Services Assistance, Certificate III Pathology Collection, HLT54121 Diploma of Nursing and BNURS20 Bachelor of Nursing.

Overview: The course is a hybrid model with a mix of online activities, classroom learning and laboratory training. You will learn in a state-of-the-art allied health laboratory, community apartment and simulated hospital environment. You will be trained in basic medical terminology, anatomy and physiology, infection control and communication in the health industry. You will also develop practical skills in patient movement and transport, taking clinical measurements and first aid.

PATHOLOGY AND LABORATORY TESTING

Certificate III in Laboratory Skills

 **MSF30122**  **Part time (2 years)**  **February**  **Moorabbin**
 **Year 1: Wed 1.30pm–5pm**

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.







Career opportunities: Take your first step in roles in laboratory operations or work as a laboratory technician or instrument operator.

Overview: The course gives you the skills to maintain a laboratory, undertake routine sampling and testing, record data, and use laboratory IT programs. This course is ideal for you if you have an interest in biological testing, biotechnology, chemical testing, environmental monitoring, food testing and pathology testing. The course is delivered in state-of-the-art laboratories at our Moorabbin campus where you will have access to the latest technical equipment.

COMPUTING AND IT

INFORMATION SYSTEMS

Certificate III in Enabling Technologies

 **22588VIC**  **Part time (2 years)**  **February**  **Chadstone, Moorabbin, Remote**
 **Wed Morning Group: 9am–1pm**
 **Wed Afternoon Group: 1.30pm–5.30pm**

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school. Students have the option to attend the in-person sessions at the campus or via Webex as per the timetable of classes.

To study this course remotely, students need a signed declaration from the person who will be supervising them throughout the timetabled class periods.

Access to the internet and a computer/laptop with appropriate specifications is mandatory.

Career opportunities: Internet of Things (IoT) support officer, security technician, technical support officer, security support officer.

Overview: This course prepares you for a career path in emerging information, communication and digital technology roles. The program incorporates three main elective streams: Cyber Security, Internet of Things (IoT) and Hardware Technician. 22588VIC Certificate III in Enabling Technologies and VCE VET credit of units 1, 2, 3, 4. This 3-4 sequence can act as a 5th or 6th subject for ATAR purposes and provide a 10% increment to the ATAR score.

GAME DESIGN AND DEVELOPMENT

Certificate III in Information Technology

📍 ICT30120 🕒 Part time (2 years) 📅 February 📍 Moorabbin, Remote

📅 Wed Morning Group: 9am–1pm

📅 Wed Afternoon Group: 1.30pm–5.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school. Students have the option to attend the in-person sessions at the campus or via Webex as per the timetable of classes.

To study this course remotely, students need a signed declaration from the person who will be supervising them throughout the timetabled class periods.

Access to the internet and a computer/laptop with appropriate specifications is mandatory.

Career opportunities: This course can be used by students to support VCE ATAR outcomes. It could lead to a role as game artist, game programmer, level designer or entry IT support officer.

Overview: This course provides you with a solid understanding of games design principles and IT help desk support. This course can lead to further study in courses at Certificate IV level and higher, with job prospects in asset creation, game art, game animation, game testing, and technical support.

EDUCATION AND TEACHER TRAINING

EARLY CHILDHOOD EDUCATION

Certificate III in Early Childhood Education and Care

📍 CHC30121 🕒 Part time (2 years) 📅 February 📍 Glen Waverley, Moorabbin

📅 Wed 1.30pm–4.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school. For industry work placement, a current volunteer Working With Children Check is required for students 18 years of age or older. Proof of COVID-19 vaccination may be required by individual centres/businesses.

Career opportunities: Partial qualification towards a role as an early childhood educator in long day care, family day care, kindergarten or a nanny or recreation assistant. Units successfully completed may be applied as a credit transfer in further study to achieve a full qualification.

Overview: This course combines online activities, classroom sessions, and simulated Early Learning Centre experiences. You will acquire the skills and knowledge to work effectively as a professional team member in an early childhood role, an understanding of legal and ethical requirements and the ability to facilitate children's holistic development.

HORTICULTURE AND ENVIRONMENT

HORTICULTURE

Certificate II in Horticulture

📍 AHC20422 🕒 Part time (2 years) 📅 February 📍 Glen Waverley

📅 Wed 1pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Horticulture worker, horticulture assistant, apprenticeship.

Overview: This course will prepare you for outdoors work in a variety of roles. You will learn how to build retaining walls, lay paving, maintain gardens, test soils, drive a tractor, use a ride-on mower and identify pests and diseases in plants.

HORTICULTURE

Certificate II in Landscaping

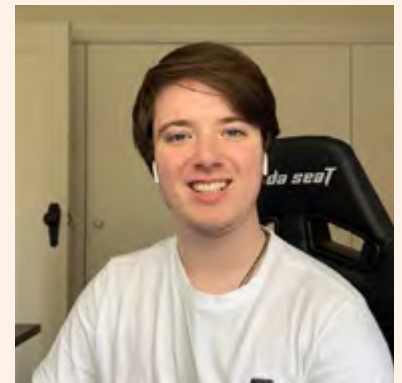
📍 AHC21621 🕒 Part time (2 years) 📅 February 📍 Glen Waverley

📅 Wed 1pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Landscaping labourer, landscaping assistant, apprenticeship in landscaping.

Overview: You will learn plant care, soil management, and landscape design, combined with practical experience and knowledge for careers in the horticulture industry.



“Game design and development has allowed me to create anything and everything I could imagine and that to me is a dream job.”

Tom Van Breda

From VET Delivered to Secondary Students program learner to game design and development course graduate, Tom Van Breda has created a promising IT career path. Tom recently achieved his dream of opening his own game design studio .

Learn more about Tom's story.



Flexible learning for IT courses

Our hyflex mixed delivery mode of remote and on campus study option allows students to attend facilitated classes either on campus or remotely via video conferencing/Webex, according to the class timetable. Students can choose to participate remotely or in person, offering ultimate flexibility.










Gain real world commercial kitchen experience at one of our on-campus restaurants.

Check out our Hot Cross Buns drive where our students gain experience while raising funds for charity.



KEY

-  Course code
-  Study mode and duration
-  Start date
-  Campus
-  Timetable

CONTACT

W: holmesglen.edu.au

T: 1300 639 888

HOSPITALITY, TOURISM AND EVENTS

COOKERY

Certificate II in Cookery

-  SIT20421
-  Part time (2 years)
-  February
-  Glen Waverley, Moorabbin
-  Moorabbin: Wed 3pm–6.30pm or
-  Glen Waverley: Wed 4pm–8.30pm



Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Catering operations specialist, club assistant, pub assistant, cafes and coffee assistant, aged care food preparer, hospital caterer.

Overview: This course gives you the foundational skills to work in kitchens in restaurants, hotels, catering operations, clubs, pubs, cafés, and coffee shops and institutions such as aged care facilities and hospitals.

HOSPITALITY

Certificate II in Hospitality

-  SIT20322
-  Part time (2 years)
-  February
-  Glen Waverley, Moorabbin
-  Moorabbin: Wed 3pm–6.30pm or
-  Glen Waverley: Wed 4pm–8.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Bar attendant, cafe attendant, catering assistant, food and beverage attendant, front office assistant, porter, room attendant.

Overview: The course is taught through a blend of online, classroom and practical training at Holmesglen's student training restaurants Zest, at the Glen Waverley campus, and Cilantro, at the Moorabbin campus. During this course, you will learn key hospitality skills such as customer service, coffee making, food and beverage service, basic kitchen skills and cookery methods. We will also teach you food safety procedures and safe work practices.

EVENTS

Certificate III in Events

-  SIT30522
-  Part time (2 years)
-  February
-  Glen Waverley, Moorabbin
-  Wed 1.30pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Entry level roles in event management, wedding planning, international event coordination and festival or sporting coordination.

Overview: Throughout the course, you will learn how to communicate event ideas, gather information, plan and organise activities, work in teams and solve problems. In the first year, you will develop and promote a special themed event, put an event proposal together and organise an end of year event.

The focus for the second year is to further develop your skills and knowledge of the events industry by running a larger Holmesglen in-house event. You will develop skills in meeting management, team building, client liaison and coordinating events. .

TRAVEL AND TOURISM

Certificate III in Tourism

-  SIT30122
-  Part time (2 years)
-  February
-  Glen Waverley, Moorabbin
-  Wed 1.30pm–5pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Travel advisor, visitor information officer, sales or reservations consultants for corporate travel, tour guide, hotel employee, tourist attraction attendant.

Overview: You will learn how to prepare quotes, source airfares for flights and provide domestic and international destination information. We also teach you how to provide fantastic customer service and participate in safe work practices.

SPORT, FITNESS AND WELLBEING

FITNESS AND RECREATION

Certificate II in Sport and Recreation

📍 SIS20122 🕒 Part time (1 year) 📅 February 📍 Moorabbin
🕒 Wed 9.30am–12.00pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Assistant sports recreation officer, assistant sports administration, assistant sports coach, sports coaching.

Overview: You will complete a range of sporting-related units and develop a basic level of skills and knowledge for sport coaching and sport administration in a variety of sports and simulated activity.

Certificate III in Sport, Aquatics and Recreation

📍 SIS30122 🕒 Part time (2 years) 📅 February 📍 Moorabbin
🕒 Wed 9.30am–12.30pm or 1.30pm–4.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Sports recreation officer, sports administration, sports development, sports coaching.

Overview: You will develop deeper knowledge of the sports industry and workplace industry skills. You will learn about the preparation of resources and equipment required to run sport and recreation sessions, how to conduct these sessions, coach participants, provide first aid and how to deal with clients. You will also develop knowledge of managing risk and safety in sport, and learn how to design, develop and implement a group education program in a sport and recreation-related area.

NATURAL THERAPIES

Certificate II In Salon Assistant

📍 SHB20216 🕒 Part time (1 year) 📅 February 📍 Glen Waverley
🕒 Wed 1.30pm–5.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Salon assistant.

Overview: You will learn client booking systems, salon services, shampoo and basin services, blow drying hair, braiding hair, head, neck and shoulder massage, occupational health and safety, and other related salon services.

Certificate III in Beauty Services

📍 SHB30121 🕒 Part time (2 years) 📅 February 📍 Glen Waverley, Moorabbin
🕒 Wed 9am–1pm or 1.30pm–5.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Beautician, beauty therapist.

Overview: You will learn nail care, waxing, lash and brow treatments, eyelash extensions, and makeup application, preparing you for success in the beauty industry.

SPORT

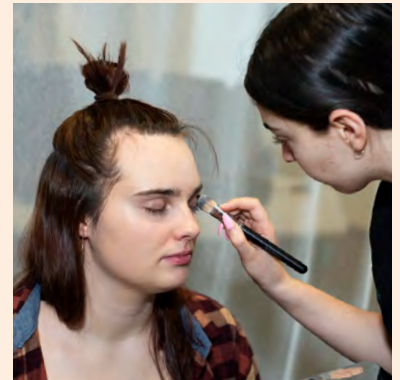
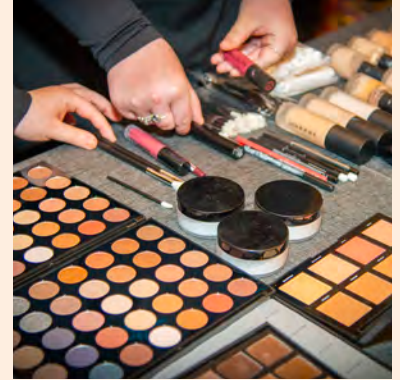
Certificate II in Active Volunteering

📍 CHC24015 🕒 Part time (1 year) 📅 February 📍 Moorabbin
🕒 Wed 1.30pm–4.30pm

Entry requirements: You must be enrolled as a VCE or VCE (Vocational Major) student at a Victorian secondary school.

Career opportunities: Community volunteer.

Overview: You will gain a detailed understanding of work, health and safety in volunteer organisations, learn how to communicate and work in a health or wellness organisation, work with diverse groups and individuals and how to recognise individual needs when providing assistance or customer service.



Beauty services students learn a range of practical skills, enabling them to walk into a job. These include knowledge of waxing, lash and brow, eyelash extensions and makeup.

VCE Vocational Major

VCE Vocational Major is your chance to enjoy Year 11 and 12 at Holmesglen, instead of secondary school.

As part of One VCE, you have the flexibility to explore your talents, skills and move towards your career goals with a VCE Vocational Major. VCE Vocational Major is a practical option for students in Years 11 and 12, preparing you for future education and employment, using hands-on learning, projects and real-life experiences.

Victorian Certificate of Education - Vocational Major (VCE VM) Senior Program, Year 11 and 12

VCE0000001 Full time (2 years) Year 11 and Year 12 January, July Glen Waverley, Moorabbin

Entry requirements: Prior to enrolment or commencement of training, you will be required to complete a literacy and numeracy assessment and a pre-training interview. This will assist with determining your suitability for this course, verify your training plan, and identify any learning support needs you may have. Learners must be 16 years of age by the 30 April to be eligible for enrolment

Career opportunities: Entry level positions in a variety of fields/industries, using 'VET skills sets' students have acquired (completed) as part of their VCE VM program, in addition to entry level positions in retail or hospitality.

**VCE
Vocational
Major**



How it works

There are five VCE Vocational Major study areas.

To receive your VCE Vocational Major, you must complete at least 16 units, which include:

- Three VCE VM **Literacy** or VCE English units (including a Unit 3–4 sequence)
- Two VCE VM **Numeracy** or VCE Mathematics units
- Two VCE VM **Work Related Skills** units
- Two VCE VM **Personal Development Skills** units, and
- Two **VET credits** at Certificate II level or above (180 nominal hours)

You must also complete at least three other unit 3–4 sequences, which may include other VCE studies or VET.

Most students will finish their VCE Vocational Major over two years.

For further information, scan here:



Literacy

Numeracy

Work
Related
Skills

Personal
Development
Skills

VET Credits
(electives)

Example: Jaymie spoke to her career teacher about her goal to study in a more practical learning environment. She chose this combination of study subjects when she enrolled at Holmesglen's Vocational College:

First year of VCE Vocational Major

Jaymie spent her first year studying units from the core program:

- Literacy units 1+2
- Numeracy units 1+2
- Work Related Skills units 1+2
- Personal Development Skills units 1+2

• VET electives;

Jaymie's class had access to Holmesglen's specialist facilities and for part of the week, she studied in a hands-on class with industry-experienced teachers. Jaymie completed **Hospitality and Cookery**, as well as **Small Business** for her VET experience.

Second year of VCE Vocational Major

Jaymie spent her second year studying units from the core program:

- Literacy units 3+4
- Numeracy units 3+4
- Work Related Skills units 3+4
- Personal Development Skills units 3+4

• VET electives;

In her second year, Jaymie completed **Events** and **Beauty Services**. In total, she completed four electives in different industries. The experience helped her decide which career she wanted to follow and how to get there.



Next year, I might study for a Certificate III in Beauty Services at Holmesglen.

Career pathways with VCE Vocational Major

The VCE Vocational Major offers a pathway into:

- apprenticeships
- traineeships
- further education and training (including at Holmesglen)
- employment

Studying VCE Vocational Major at Holmesglen gives you the opportunity to experience practical learning and engage with many different career pathways. Students can choose from a list of VET electives, which may include:

- Active Volunteering
- Beauty Services
- Bricklaying
- Carpentry
- Early Childhood Education
- Electrical
- Engineering
- Events
- Hospitality and Cookery
- Small Business
- Sports Coaching
- Tiling
- Welding



Studying early childhood education.



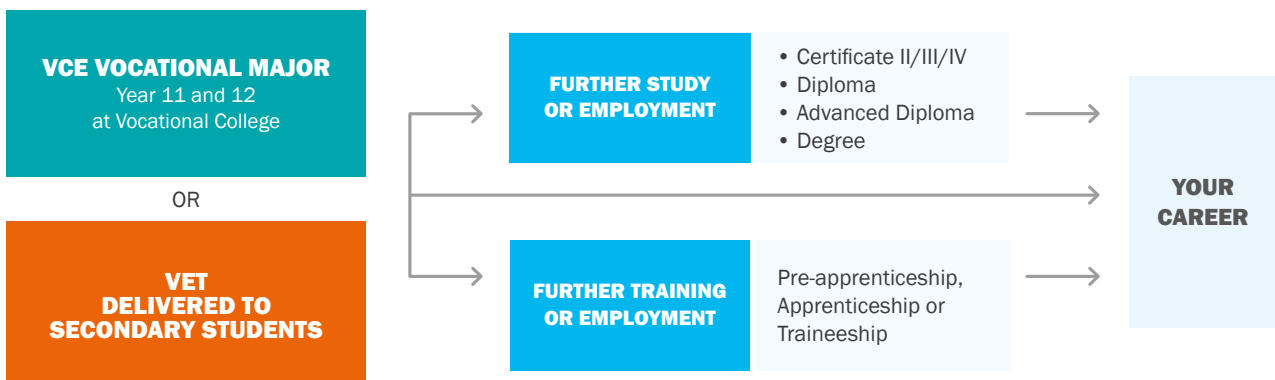
Students at a small business expo.



Try out the bricklaying elective.

What happens after VCE Vocational Major?

Our study options at Holmesglen are designed to help you achieve your goals, whether you want to study further or get straight into the workforce.



VCE Vocational Major with a trade

Qualify for a trade as you complete your VCE VM.

Holmesglen Trades Academy (VCE VM)

Do you want to pursue a trades-based career? Would you thrive in a hands-on and applied trade environment? Join the Holmesglen Trades Academy!

YEAR ONE

You will complete your first year of VCE Vocational Major and the Certificate II in Construction Pathways in Year 11.

YEAR TWO

You will move to the second year of VCE Vocational Major and a pre-apprenticeship, traineeship, or apprenticeship in Year 12.

Spend your time fully immersed in Holmesglen’s trades facilities, studying alongside the plumbers, carpenters, electricians, joiners, tilers, upholsterers, painters and cabinet makers.

To register your expression of interest, or to receive updates on this program, please email your details to: voc_college@holmesglen.edu.au

** All programs are subject to eligibility and minimum and maximum enrolment limits.*



At Holmesglen, our trades facilities are equipped with the latest technological innovations to elevate the training experience for our students. Join us and be job ready for your future in trades!

Smart House

In the plumbing department, a new smart house, a compact model house structure, designed to present modern and sustainable plumbing systems allows students to practice sustainable plumbing solutions by monitoring energy efficiency in real time.

Funding source: The TAFE Equipment Facilities Fund

Instructional Plumbing Pods

A series of modular plumbing pods simulate real-world setups, including fire hose hydrant systems, evaporation coolers, fan coils, medical gas installations, and sanitary systems, crucial for developing specific skill sets for modern construction sites.

Funding source: Regional Specialist Training Funds

Timber Finger Jointing Machine

Carpentry students now have access to a state-of-the-art timber finger jointing machine, enhancing their ability to create and use precise and durable wood joints. This machine not only familiarises them with advanced tools and real workshop scenarios, but they also learn to reduce material wastage and prioritise sustainability.

Funding source: The TAFE Equipment Facilities Fund

SMART HOUSE

video



PLUMBING PODS

video



JOINTING MACHINE

video



Your VCE Vocational Major experience

Learn at your own pace in a supportive environment. Grow your skills and experience.

"One of the things I loved the most about Holmesglen is that they give you life skills, not just teach you subjects, they also teach you how to become a functioning member of society."

Henrietta Foley

Henrietta thrived at Holmesglen due to her willingness to connect with others. She is extremely supportive and open to helping other students. Her enthusiasm to get the most from the program was contagious amongst her classmates.



"It was so rewarding to be at Holmesglen's Vocational College where I was seen as who I wanted to be. It completely changed my life. I now have a purpose and a great career path ahead of me."

Rivali Brown

Riv won the Vocational Student of the Year award (Vocational Major) at the recent Holmesglen Awards and was selected for an apprenticeship with McCormack & Sons, a leading painting firm where she is one of four females to be accepted.



"At Holmesglen I was able to take a different path do my studies and also follow my passion for film and photography."

Charles Walton

Completing his VCE studies at Holmesglen has led Charlie to become more confident and willing to take on new challenges. His future just got more exciting as he has been accepted into a Bachelor's in Film and Television at SAE, a pathway to his dream career.



"We are committed to empowering diverse learners by focusing on their strengths to build skills, foster independence, and create pathways to educational and career success. The greatest reward for us is witnessing our graduates."

Kellie Fernando Bird

Head of Department,
Social Inclusion and
Vocational College



"Our main goal and priority is to see our students thrive and succeed. This helps them feel like it's a safe space to reach their potential."

Eva Filinis

Counsellor, Vocational College

Why study at Holmesglen?

Personal Growth

- **Learn** in a positive, inclusive and immersive study environment
- **Make** new friends and build relationships with your teachers in our focused classes
- **Design** a study program that suits your needs and interests
- **Achieve** personal growth and success while working towards your goals
 - **Interact** with your dream career sooner

Job Opportunities

- Students can gain a VCE certificate (without an ATAR) by studying **practical** and real-world VET skill sets
- It's easy to move from completing your VCE to an apprenticeship or further study, with clear **career pathways** and employment opportunities
- Choose one elective per semester from a wide range of VCE VET **electives** and discover what you really love to do

Support Benefits and Pathways

- Direct **access** to a variety of vocational pathways that prepare you for work and further study
 - **Smaller** class sizes
- Extensive learner support **network** – teachers, counsellors, mentors, education managers and language, literacy and numeracy support

Practical Facilities and Applied Learning

- We motivate you to achieve your study and career **goals** in the way you will learn the best
- Greater exposure to career **skills**
- **Accredited** vocational skills sets
 - Learn in **real-world** environments

How to apply for VCE Vocational Major

How do I apply?

You apply through the course page on the Holmesglen website, then Holmesglen staff will contact you to organise your interview and pre-training assessments.

There is a large variety of VET electives that you will get to choose from, as part of your studies. During your interview, you'll choose at least one stream elective for each semester from a list of industries that interest you.

If you have questions regarding how to enrol, please contact Holmesglen Vocational College on

**T: 03 9209 5477 (Moorabbin campus) or
T: 03 9564 6457 (Glen Waverley campus).**

When do applications close?

We encourage you to apply early, to avoid missing out on desired electives. Check holmesglen.edu.au for intake dates.

What happens after I apply?

You accept your Letter of Offer, register for classes and pay your fees. If we are not the right alternative pathway for you, we will assist you to find one that is.

**VCE VOCATIONAL
MAJOR**

on our website



Victorian Pathways Certificate (VPC)

Are you seeking a non-traditional environment, re-engagement program or an alternative to Years 10, 11 or 12?

Holmesglen will soon be offering the Victorian Pathways Certificate in a flexible program at the Moorabbin and Waverley campuses. You can enrol in the VPC from Year 10 if you remain enrolled in school.

Undertake Literacy, Numeracy, Work-Related Skills and Personal Development Skills subjects and elective VET tasters in an applied environment. You can then choose to complete the program with your VPC certificate or progress into the VCE Vocational Major.



How it works

You'll need to complete 12 or more units, including at least:

- Two VPC **Literacy** units (or units from the VCE English group including VCE VM Literacy)
- Two VPC **Numeracy** units (or units from the VCE Mathematics group including VCE VM Numeracy)
- Two VPC **Work Related Skills** units
- Two VPC **Personal Development Skills** units, and
- The remaining four units can come from other VPC units or from a VET Certificate I or above subject. You could also spend time learning in a workplace. You can combine the VPC with VCE or VCE VM units, or VET at Certificate I level or above.



The Victorian Pathways Certificate (VPC) is a platform to progress into a senior secondary qualification, such as the VCE Vocational Major or an entry-level VET program, or straight into a job.

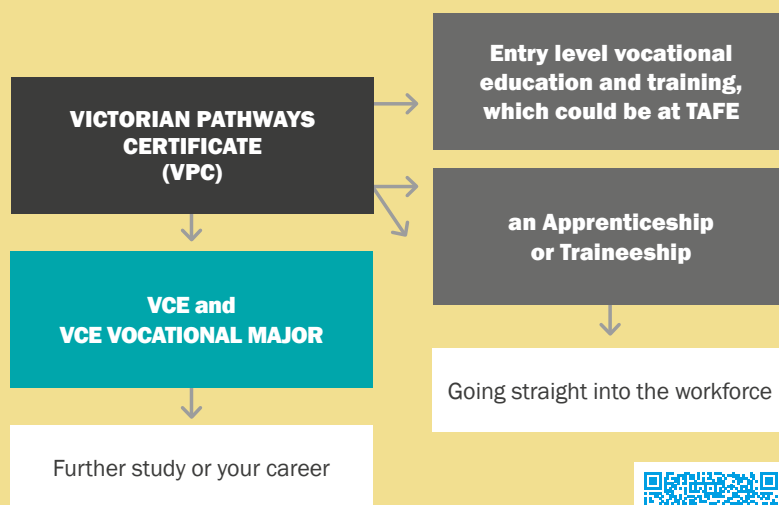
You can normally complete this in Year 11 and 12, but it can be started earlier or be finished over a period longer than two years. You can work out the best time for you to start and finish the VPC with your school.

It is an inclusive, flexible option delivered at a more accessible level than the VCE and VCE VM. Your teachers assess your progress through classroom activities.

The VPC is not an option for all students, and you will need to be recommended by your school to meet the needs of a specific student. Eligibility will be decided in partnership with you, your parents and your school.

To register your expression of interest, or to receive updates on this program*, please email your details to: voc_college@holmesglen.edu.au

Pathways after the Victorian Pathways Certificate (VPC):



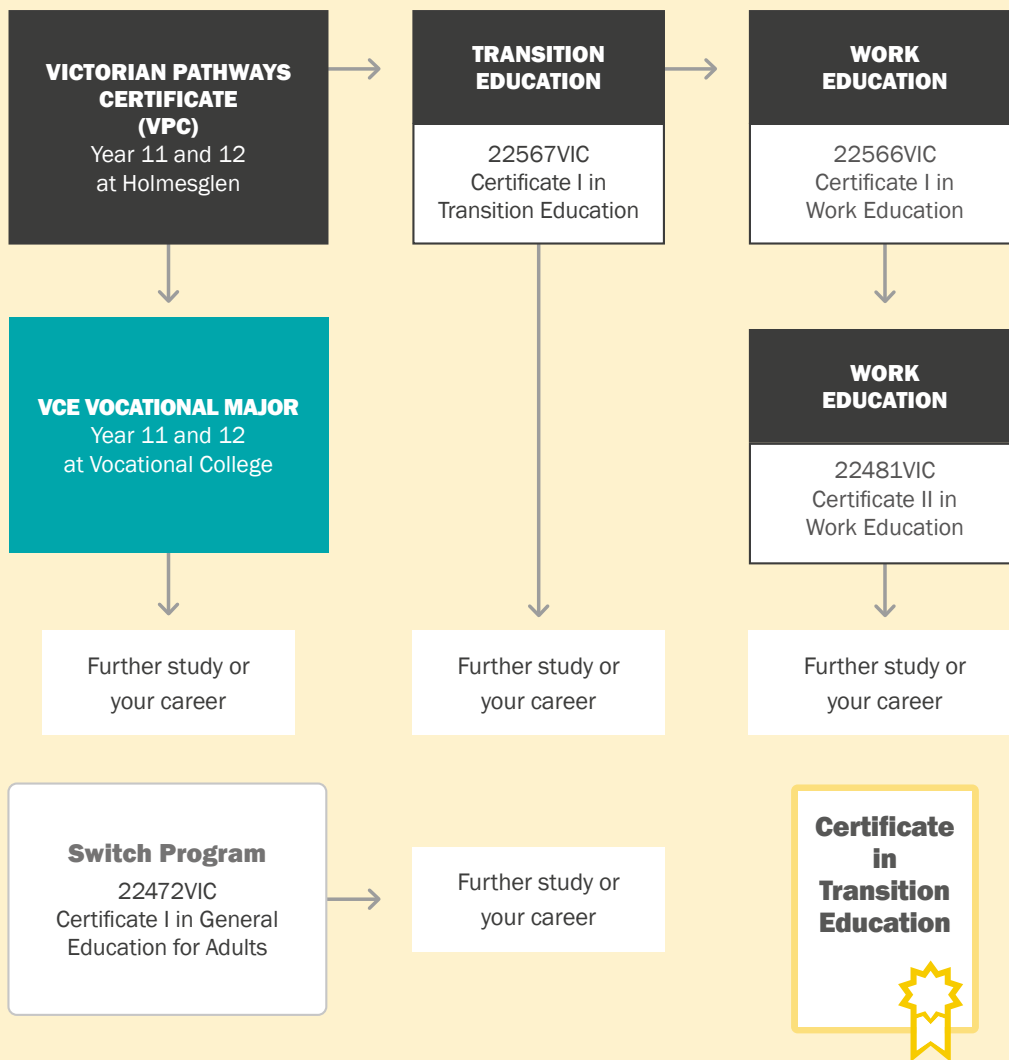
* All programs are subject to eligibility and minimum and maximum enrolment limits.

Scan the QR code to explore the VPC further.



If VET or VCE Vocational Major is not right for you, we offer supportive learning programs

There is more than one way to develop your life skills. **Developing Independence Programs** give students additional support. These courses offer an inclusive learning environment and a link to further study and/or a future career. For the full list of Developing Independence courses, see page 22.




"The best part about my role is seeing our students graduate and go into further study or employment."

Alyssa Forbes-Nicholson
Dean of the Faculty of Education and Foundation Studies

"The trainers at TAFE were really supportive and were able to teach in a way that suited my needs."



Rebecca Hope
Studied 22566VIC Certificate I in Work Education at Holmesglen

Developing Independence Programs

Developing Independence Programs students develop work-readiness, time-management, personal presentation, and teamwork skills as part of their studies – helping them pursue a range of career opportunities.

Just like our 22481VIC Certificate II in Work Education students, who complete 30 days of work placement during their course.

Scan the QR code to explore our **General Education** courses at Holmesglen.



Integrated Practical Placement

Our 22566VIC Certificate I in Work Education students gain life-changing work experience opportunities as part of an award-winning Integrated Practical Placement program.

The program discovers talent through supporting students with barriers to entering the traditional workforce to engage in meaningful employment. Through two, full-time twelve-week rotations through various departments including Health Sciences, Sport and Trades, students develop confidence, interpersonal and vocational skills.



Scan the QR code to find out how our Integrated Practical Placement program is changing lives.

Meet Xavier Tran

Xavier participated in the inaugural Holmesglen Integrated Practical Placement program at the Royal Melbourne Hospital, undergoing intensive workplace rotations within departments, and developing a range of skills. Reflecting on his progress, he describes acquiring new skills as a beautiful puzzle coming together.

Significant achievements during his learning journey include learning to drive, mastering nursing terminology and becoming proficient in MS Suite. Additionally, Xavier actively engages in tennis, chess, and drama, and he aspires to work at Holmesglen.

Xavier was named a finalist in the **Individual Achievement of the Year Award** category at the 2024 Holmesglen Awards Festival.



GENERAL EDUCATION

Victorian Pathways Certificate

i VPC0000001 **🕒** Full time (2 years) **📅** March **📍** Chadstone, Moorabbin

Entry requirements: There are no formal entry requirements. However, you are required to attend an interview with a parent or carer to determine your suitability for the course. You must be 16-19 years old and have additional learning support needs.

Career opportunities: Open or supported employment opportunities, traineeships and apprenticeships.

Overview: The Victorian Pathways Certificate (VPC) course at Holmesglen is designed for 16-19 year olds looking to boost their work and life skills. The program provides a comprehensive learning experience with a focus on work skills, literacy, numeracy, personal development and industry-specific training.

Certificate I in Developing Independence - Glen Waverley Foyer

i 22615VIC **🕒** Full time (3 months) **📅** Monthly **📍** Glen Waverley

Entry requirements: You must be at least 16 years of age and be prepared and ready to commence this program within 2 weeks of moving into the Foyer.

Career opportunities: Entry level positions in the hospitality industry.

Overview: This course is designed to enhance independent living skills. You will have the chance to identify further training pathways and personal goals, develop social skills and engage in civic participation. Students are strongly supported throughout the course, improve their employability and gain access to career guidance, tutoring and employment advice.

Certificate I in General Education for Adults - Switch Program

i 22472VIC **🕒** Full time (1 year) **📅** February, July **📍** Glen Waverley

Entry requirements: You must be at least 15 years old and enrolled in school at the time of commencement.

Career opportunities: You will develop specific employment skills whilst completing various projects throughout the program, all of which are designed to boost their confidence, communication skills, coping mechanisms and life skills, whilst being able to enter employment in areas such as retail or hospitality.

Overview: Switch is a flexible program with small class numbers, focusing on employment and education pathways. It is tailored to individual students, with a youth worker integrated into the program to help support the individual progress of students. A counsellor also oversees the department in which Switch is delivered.

Certificate I in Work Education

i 22566VIC **🕒** Full time (1 year) **📅** February **📍** Chadstone, Moorabbin

Entry requirements: To be eligible you must be at least 16 years of age. You will need to come to a meeting with a parent or carer to find out if the course will meet your needs. Students over 18 years old will need a National Police Check to take part in voluntary work/course.

Career opportunities: Open or supported employment, voluntary work.

Overview: You will participate in subjects and projects that help you develop job-seeking skills, work-readiness skills, time-management skills, personal presentation skills, teamwork and communication skills. You may also be able to study one of these courses as part of your program: SIT10216 Certificate I in Hospitality; AHC10316 Certificate I in Horticulture; or SIR10116 Certificate I in Retail Services. You will study in small-size groups of 10. The course includes 30 days of work placement and a two-night camp.

Certificate I in Transition Education

i 22567VIC **🕒** Full time (1 year) **📅** February **📍** Chadstone, Moorabbin

Entry requirements: You must be at least 16 years of age.

Career opportunities: Open or customised employment, voluntary work, community activities.

Overview: You will complete projects that will help you develop social skills, become more confident, work as part of a team, improve your literacy and numeracy skills, use technology safely, improve your health and fitness, and become more independent. You will study in small-size groups of up to twelve students. The course includes a work placement or work-based project and a two-night camp.

Course in Initial Adult Literacy and Numeracy

i 22554VIC **🕒** Part time (1 year) **📅** Various **📍** Chadstone, Moorabbin

Entry requirements: To be eligible, you must be at least 16 years of age and able to show evidence of a diagnosed intellectual disability or specific learning difficulties requiring additional support.

Career opportunities: Certificate I in Work Education or supported or open employment.

Overview: In this course, you will complete tasks that will help improve your foundational literacy and numeracy skills.

Certificate II in Work Education

i 22481VIC **🕒** Full time (1 year) **📅** February **📍** Chadstone

Entry requirements: To be eligible, you must be at least 16 years of age. It is recommended that students entering the Certificate II in Work Education have completed the Certificate I in Work Education 22566VIC previously. However there are no formal prerequisites.

Career opportunities: The 22481VIC Certificate II in Work Education may lead to entry level open employment roles across a range of sectors.

Overview: The course prepares young people with complex learning needs for participation in the workforce. It is offered in a supportive environment and delivers a combination of foundation and vocational skills.

Apprenticeship and Traineeship programs

Holmesglen offers a wide range of apprenticeship programs. We have significant links with numerous leading industry partners and we have developed our training facilities to be among the most advanced in the country.

Our recognised apprenticeship training extends across a broad range of areas, catering to the increasing need for suitably qualified and skilled apprentices in Australian workplaces.

Learn on-the-job while you train

- | | |
|---|-------------------------|
| Appliance Service | Printing |
| Automotive and Marine Trimming Technology | Roof Tiling |
| Bricklaying and Blocklaying | Shopfitting |
| Cabinet Making and Timber Technology | Sports Turf Management |
| Carpentry | Stonemasonry |
| Civil Construction (General)* | Upholstery |
| Civil Construction (Traffic Management)* | Wall and Ceiling Lining |
| Commercial Cookery | Wall and Floor Tiling |
| Construction Pathways* | * Denotes traineeship |
| Conservation and Ecosystem Management* | |
| Early Childhood Education* | |
| Electrical Fitting | |
| Electrical Supply Industry (ESI) | |
| Electrotechnology Electrician | |
| Engineering - Fabrication Trade | |
| Flooring Technology | |
| Flooring Technology (Carpet) | |
| Glass and Glazing | |
| Hospitality | |
| Joinery | |
| Landscape Construction | |
| Painting and Decorating | |
| Parks and Gardens | |
| Plumbing (General Plumber Roofing and Mechanical) | |
| Prepress Graphic Design Production | |
| Print Binding, Finishing and Packaging | |

**LOOK FOR
FREE TAFE
COURSES**
on our website



Industry Short Courses and Skill Sets

With our industry focused short courses and skill sets, you can accumulate additional qualifications to get your career started after you finish your studies.

Learn to showcase your work with our Portfolio Development short course, get your White Card to enter the construction industry or secure your license to operate a forklift in just three days. Scan to explore and check your eligibility.



Holmesglen helps you throughout your educational journey with various support services:

Apprentice Central

An apprenticeship is an important part of your journey from a student to professional worker. While we want you to complete your training successfully, we also want to make sure your apprenticeship is enjoyable, rewarding and stress-free - that's where Apprentice Central comes in. Scan for more information.



Holmesglen Employment Centre

We provide career support services to help you get Job Ready and secure your career pathway. Our specialised team of advisers can assist in providing targeted employment support services, including job readiness, interview preparation and individual coaching. Scan for more information.



holmesglen

- | Explore study options
- | Hear from our teachers
- | View campus facilities

Open Days

BOURKE STREET

Level 3, 206 Bourke Street
Melbourne 3000

CHADSTONE

Cnr Warrigal/Batesford Rds
Chadstone 3148

DRUMMOND STREET

Cnr Drummond/Rae Streets
Chadstone 3148

NORTH MELBOURNE

Level 2, 200 Arden Street
North Melbourne 3051

GLEN WAVERLEY

595 Waverley Road
Glen Waverley 3150

MOORABBIN

488 South Road
Moorabbin 3189

 **1300 639 888**

holmesglen.edu.au/open



For completion requirements and fees of courses listed, please visit holmesglen.edu.au

Holmesglen acknowledges the traditional Aboriginal owners of country throughout Victoria and pays our respect to them, their culture and their Elders past, present and future.

© July 2024, Holmesglen Institute. Information published in this guide was correct at time of printing and is subject to change at any time, without notice. Holmesglen is the trading name of Holmesglen Institute. RTO: 0416. IHE: PRV12129. CRICOS Provider Code: 00012G. Senior Secondary Provider: 01169. Training is delivered with Victorian and Commonwealth Government funding.

B2260624 ONE VCE Guide 2025

