



NATIONAL RECOGNITION POLICY

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DGT Employment and Training Operating Principles

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DISCLAIMER

DGT Employment and Training has made every effort to ensure that the information in this resource, at the time of publication aligns to current Standards for Registered Training Organisations (RTOs) 2015. The information in this resource will be routinely reviewed as part of continuous improvement activities incorporate any necessary amendments.

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Recognition is the core of the Vocational Education and Training (VET) Quality Framework and in accordance with the Standards for Registered Training Organisations (RTO's) 2015, Clause 3.5.

DGT Employment and Training accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- Authenticated VET transcripts issued by the Registrar, or
- AQF certification documentation issued by any other RTO or AQF authorised issuing organization

To complete this process participants must complete form ADM-022 Credit Transfer Application and Verification of Results of Assessment

National recognition means:

1. Nationally endorsed qualifications, skill sets and units of competency are recognised and portable across the country – regardless of where they were issued.
2. Students must not be required to repeat any unit or module in which they have already been assessed as competent, unless a regulatory requirement or licence condition (including an industry-licensing scheme) requires this.
3. Credit must be granted for studies completed at an RTO or at any other authorised issuing organisation, such as a university. In the case of any non-equivalent units of competency, complete an analysis to determine the equivalence of the study completed with the relevant units or modules before granting any credit.
4. Recognition for national operation of training organisations registered under the VET Quality Framework.

The qualification may be a Statement of Attainment for specific modules or units of competency or it may be a complete qualification such as a Certificate or Diploma.

DGT Employment and Training will ensure the National Recognition Policy is upheld by:

- Staff members being familiar with the National Recognition Policy, that it is complied with and understood.
- Ensuring through a system of scheduled internal and external audits, a working environment is maintained fostering the application of the National Recognition Policy in all areas of the organisation.
- Being responsible for ensuring any incident, which may have an impact on the National Recognition Policy, is reported through normal supervisory and/ or other defined information channels.
- Ensuring staff are trained in all working procedures relating to the National Recognition Policy and associated objectives. Should there be any deficiencies, DGT Employment and Training will ensure arrangements are made for implementation of improvements and follow up of the before-mentioned improvements.
- Ensuring quality, risk and environmental management parameters are maintained and used as appropriate with the National Recognition Policy.
- Avoiding adversely affecting the National Recognition Policy through any act or omission at work.
- Disseminate recognition obligations in information to participants.

VERSION CONTROL LOG

Version Number	Summary of Change	Date of approval
1.0	Initial publication	
5.0	Continuous improvement version control	20.08.2021