

21 March 2012

Ms Dorothy Spain
Partners in Training P/L as trustee for The Spain Family Trust
30A Benalla Road
Shepparton VIC 3632.

Ref No: HC000938

Dear Ms Spain

Re: Outcome of renewal of registration application—granted

I refer to your application to renew your registration as a national VET regulator (NVR) registered training organisation (RTO).

In accordance with the provisions of the *National Vocational Education and Training Regulator Act 2011* (the Act), your application for registration has been granted. A copy of the final audit report is attached for your reference.

The National Register has been updated to include the following key details of your organisation:

Legal name:	Partners In Training Pty Ltd as trustee for The Spain Family Trust
Trading name/s (if relevant):	Partners In Training Pty Ltd as trustee for The Spain Family Trust
RTO ID number:	RTO ID Number 21837

Period of registration

Your organisation has been granted registration for a period of 4 years and 9 months which commences on 21 March 2012 and is due to expire on 3 January 2016. A Certificate of Registration is attached. You can apply to the Australian Skills Quality Authority (ASQA) to renew or withdraw your organisation's registration, and timeframes and obligations apply to each process. There are also obligations on organisations that effectively cease to operate, even though they remain registered as RTOs. Further information about obligations in these circumstances is available from the ASQA website at www.asqa.gov.au

Scope of registration

A Certificate of Scope is attached that specifies the vocational education and training (VET) courses that your organisation is registered to provide. Please note that Sections 93-94 of the Act provide for the imposition of monetary penalties on RTOs that provide all or part of a VET course outside scope of registration.

Conditions of registration

You are required to comply with the conditions of registration set out in Sections 22-28 of the Act, as well as any additional conditions that ASQA, as the national VET regulator, has imposed on your organisation's registration.

There are no additional conditions imposed on your organisation's registration.

Changes to scope of registration

You must apply to ASQA if your organisation wishes to change its scope of registration by either adding or removing a VET course. Information on the process to make changes to your scope of registration is available from the ASQA website at <www.asqa.gov.au>

RTO ID number

You **must** quote your organisation's RTO ID number in all future correspondence with ASQA. This number **must** also be included on the qualifications and statements of attainment that you issue and the marketing materials that you use as an RTO.

Maintaining compliance

I wish to remind you that you have signed a statutory declaration in which you have accepted responsibility for ensuring compliance with the VET Quality Framework. This framework comprises the following components:

- the Standards for NVR Registered Training Organisations
- the Australian Qualifications Framework
- the Fit and Proper Person Requirements of the Act
- the Financial Viability Risk Assessment Requirements of the Act
- the Data Provision Requirements of the Act.

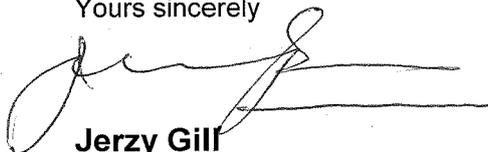
This is an important commitment that requires you to actively manage and monitor your RTO's activities to ensure that compliance is maintained at all times and across all of your operations.

RTO compliance is the mandated foundation upon which organisations should plan and achieve quality improvements to their training and assessment services.

Further information and assistance

If you require further information or assistance in relation to this matter, please contact Jennine Cochrane on telephone 03 9954 2809 or by email at jennine.cochrane@asqa.gov.au.

Yours sincerely



Jerzy Gill
Regional Manager, Compliance Operations

Australian Skills Quality Authority
Lvl 6, 595 Collins St, Melbourne VIC 3000
GPO Box 9928 Melbourne VIC 3001

APPLICANT DETAILS						
RTO legal name	Partners in Training P/L as trustee for The Spain Family Trust			RTO ID number	21837	
Registered business trading name	Partners in Training P/L as trustee for The Spain Family Trust			ABN	45601096313	
Address	30A Benalla Road Shepparton				Postcode	3632
Phone	03 58214877		Fax			
E-mail	info@partnersintraining.com.au		Website	www.partnersintraining.com.au		
Registration contact	Name	Mr Tim Hocking		Position	Operations Manager	
AUDIT TEAM						
Lead auditor	Jennine Douras		Technical adviser/s	N/A		
Audit team members	N/A			N/A		
ASQA CONTACT DETAILS						
Phone	1300 701801 (ASQA Info line)		E-mail	audits@asqa.gov.au		
AUDIT DETAILS						
Audit type	<input checked="" type="checkbox"/>	Renewal of registration				
	<input 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 checked="" type="checkbox"/>	Australian Qualifications Framework (AQF)				
	<input checked="" type="checkbox"/>	Data Provision Requirements				
	<input checked="" type="checkbox"/>	Fit and Proper Person Requirements				
	<input type="checkbox"/>	Financial Viability Risk Assessment Requirements				
SUMMARY OF AUDIT OUTCOME						
This audit was conducted under the <i>National Vocational Education and Training Regulator Act 2011</i> (the Act) to assess compliance with requirements of the VET Quality Framework as identified under the Scope of Audit section above.						
RECTIFICATION AUDIT OUTCOME						
Audit status as at 19/03/2012.						
<ul style="list-style-type: none"> The organisation has demonstrated compliance with all compliance requirements reviewed for the audit. 						
Auditor's Name	Jennine Douras	Signature		Date of Report	19/03/2012	

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 checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
Data Provision Requirements		<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
Australian Qualifications Framework (AQF) Requirements		<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input 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 checked="" type="checkbox"/> C <input 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 checked="" type="checkbox"/> C <input 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 checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
19	Interactions with the National VET Regulator	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
20	Compliance with legislation	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
21	Insurance	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
22	Financial management	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
23	Certification, issuing and recognition of qualifications and statements of attainment	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
24	Accuracy and integrity of marketing	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
25	Transition to training packages/expiry of VET accredited courses	<input checked="" type="checkbox"/> C <input type="checkbox"/> NC <input type="checkbox"/> NA
*STATUS: Status of audit findings when audit was conducted C = Compliant NC = Not Compliant NA = Not audited		

Audit conclusion

Partners in Training P/L is compliant with the VET Quality Framework.