

ACT Accreditation and Registration Council – Policy Document

Policy Title: 'TEACH OUT'**1. Rationale**

This policy articulates “Teach Out” provisions for nationally recognised vocational education and training qualifications and courses and accredited higher education courses in the ACT.

2. Policy Statement:

2.1 In respect of accredited courses that expire: the RTO¹ or registered Higher Education Provider² can allow students to complete the qualification or course in which they are enrolled, provided the initial enrolment commenced during the accreditation period.

2.2 In the context of 2.1, there is no need for further approval by ARC.

2.3 Where a Training Package has been reviewed and a new Training Package replaces it, the new qualifications should be in place within 12 months of endorsement unless special consideration is requested.

2.3.1 All new enrolments from that point forward should be in the new qualifications.

2.4 In the preceding context, the RTO or registered Higher Education Provider is able to confer the award on students provided relevant registration is maintained.

2.5 At the discretion of the RTO or registered Higher Education Provider, continuing students should be transferred to the replacement course or qualification at the earliest opportunity, provided that the students are not disadvantaged.

3. Definitions:

3.1 ‘**Teach Out**’ enables RTO¹s to maintain the enrolment of continuing students in a course or qualification even though the course accreditation or qualification endorsement may not be extended on the National Training Information Service.

3.2 ‘**Teach Out**’ enables registered Higher Education Providers² to maintain enrolment of continuing students in a course even though the course accreditation may not be extended on the ARC and *Australian Qualifications Framework Advisory Board* (AQFAB) Registers of higher education.

3.3 **Continuing students** are students who had been enrolled in the VET or higher education course during the period of accreditation or a VET qualification, during the period of national endorsement of a Training Package.

4. Guidelines:

RTOs and registered Higher Education Providers will be advised by ARC of courses in their registered scope nearing accreditation expiry.

5. Authorisation**6. Version Control**

Branch	TATE	Document Number	Policy
Section	TR	Policy Status	Endorsed
Policy Authorisation	Manager	Last updated	3 August 2007
Contact for enquiries	Program Manager	Review date	1 April 2008
Public Access	Yes	Version Number	3.0
Formal Delegation		Revision Authorised	By Manager – 3/8/07.

7. References:

Related Documents/ Legislation	
Training and Tertiary Education Act 2003	Work Procedures (hyperlink)
Australian Quality Training Framework 2007	

¹ A Registered Training Organisation currently registered on the National Training Information Service (NTIS)

² A Higher Education Provider currently registered on ARC’s Higher Education Register – http://www.det.act.gov.au/publicat/arc/ACT_HigherEducationRegister.pdf