

Course Outline

The units offered by ACE are listed in the table below.

Unit Code	Unit Name	Nominal Hours
Core Units		
AURASA102	Follow safe working practices in an automotive workplace	20
AURAEA002	Follow environmental and sustainability best practice in the automotive workplace	25
AURTTK102	Use and maintain tools and equipment in an automotive workplace	20
AURETR125	Test, charge and replace batteries and jump start vehicles	15
AURETR112	Test and repair basic electrical circuits	40
AURETR129	Diagnose and Repair charging systems	30
AURETR130	Diagnose and Repair starting systems	30
AURTTA104	Carry out servicing operations	20
AURTTE104	Inspect and service engines	20
AURTTF101	Inspect and Service petrol fuel systems	25
AURLTD104	Diagnose and repair light vehicle steering systems	30
AURLTD105	Diagnose and repair light vehicle suspension systems	30
AURTTB101	Inspect and Service braking systems	20
AURLTB103	Diagnose and Repair light vehicle hydraulic braking systems	40
AURLTE102	Diagnose and repair light vehicle engines	60
AURTTC103	Diagnose and repair cooling systems	20
AURETR131	Diagnose and Repair ignition systems	30
AURETR123	Diagnose and repair spark ignition engine management systems	60
AURLTZ101	Diagnose and repair light vehicle emission control systems	20
AURTTA118	Develop and Carry out diagnostic test strategies	20

Elective Units		
AURTTK001	Use and maintain measuring equipment in an automotive workplace	15
AURETR128	Diagnose and repair instruments and warning systems	40
AURETR132	Diagnose and repair automotive electrical systems	80
AURETR011	Install basic ancillary electrical systems and components	40
AURTTB015	Assemble and fit braking system components	80
AURLTJ113	Remove ,Inspect and refit light vehicle wheel and tyre assemblies	20
AURLTE001	Remove and install light vehicle engine assemblies	30
AURTTF105	Diagnose and repair engine forced- induction systems	15
AURLTF102	Diagnose and repair light vehicle diesel fuel injection systems	50
AURLTQ101	Diagnose and repair light vehicle final drive assemblies	20
AURLTQ102	Diagnose and repair light vehicle drive shafts	20
AURLTX101	Diagnose and repair light vehicle manual transmissions	40
AURLTX102	Diagnose and repair light vehicle automatic transmissions	50
AURLTX103	Diagnose and repair light vehicle clutch systems	30
AURTTA017	Carry out vehicle safety inspections	10
AURAF103	Communicate effectively in an automotive workplace	20
Total Hours		1135

(Australian Careers Education is not associated with the Auto Centre of Excellence)



RTO No: 22424

ABN: 69136260252 ACN: 136260252

AUR30620 Certificate III in Light Vehicle Mechanical Technology (Apprenticeship)



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This training is delivered with the Victorian Government's Standard VET Funding Contract - Skills First Program

AUR30620 Certificate III in Light Vehicle Mechanical Technology (Apprenticeship)

This training is delivered with the Victorian Government's 2024-25 Standard VET Funding Contract - Skills First Program



Cancellation & Withdrawal

If a student wishes to cancel or withdraw from their course, information is available in ACE's Domestic Cancellation and Withdrawal of Student's Enrolment policy and procedure. This policy is available online via www.ace.vic.edu.au or by contacting ACE.

Eligibility Requirements for this Qualification:

As per the 2024-25 Guidelines about Eligibility, ACE will assess a student's eligibility against the following requirements:

- Citizenship / residency - A student must be either: an Australian citizen; or a holder of a permanent visa; or a New Zealand citizen.
- The '2 skill Sets in a year' and '2 AQF qualifications in a year' limits
- The '2 at a time' limit

Eligibility exemptions will be assessed in accordance with Part C, Schedule 1 of the Contract. For further information, please refer to the Domestic Student Engagement Prior to Enrolment P&P and Domestic Student Formalisation of Enrolment P&P available on www.ace.vic.edu.au.



Course Description

This qualification reflects the role of individuals who perform a broad range of tasks on a variety of light vehicles in the automotive retail, service and repair industry.

Course Duration & Location

Students enrolled as an apprentice can take up to 4 years (for full-time employees) or 6 years (for part-time employees) to complete their apprenticeship.

Assessments

The following assessment methods will be used: Practical Demonstration, Third Party Evidence & Portfolio and Written Assessment.

Training Package Rules

To attain AUR30620 Certificate III in Light Vehicle Mechanical Technology, 36 units must be completed by the student: 20 core units and 16 elective units.

RPL / Credit Transfer

As per the Standards for RTOs 2015 (Clause 1.12); ACE will determine any prior learning that an individual may have acquired through formal, non-formal and informal learning to determine the extent to which that individual meets the requirements which are specified in the course in which a student is wanting to enrol. Please refer to the 'Recognition of Prior Learning and Credit Transfer Policy and Procedure' available on ACE's website. This policy and procedure outlines the process to be followed for granting recognition of prior learning and credit transfer. If as part of an RPL (formal learning) process a student is granted credit for previous studies; a reduction in their overall course duration will apply.

Educational Pathways

After achieving this qualification individuals could progress to AUR40216 Certificate IV in Automotive Mechanical Diagnosis, AUR40816 Certificate IV in Automotive Mechanical Overhauling or another relevant qualification.

Course Entry Requirements

It is recommended that students are a minimum of 17 years of age and eligible for Standard VET Funding Contract Skills First Program, Guidelines about Determining Student Eligibility and Supporting Evidence. An individual's eligibility for government subsidised training will be determined in accordance with the eligibility requirements set out in the Standard VET Funding Contract Skills First Program. Please refer to Student Engagement Prior to Enrolment Policy and Procedure & Student Formalisation of Enrolment Policy and Procedure available on www.ace.vic.edu.au for further information.

For each student deemed as an Eligible Individual for the Skills First Program, ACE will conduct a Pre-Training Review of their current competencies as part of the enrolment, or before the commencement of training, to ascertain a suitable, and the most suitable, program for that individual to enrol in. ACE will ensure that the applicant's current competencies including literacy and numeracy skills are adequate for the entry level as per the entry ACSF level for this qualification as part of their Pre-Training Review (PTR). Individuals may enter AUR30620 Certificate III in Light Vehicle Mechanical Technology with limited or no vocational experience and without a lower level qualification but must be employed in this field before commencing this course and would be provided with support where required.

Student Support Services

ACE has a range of Student Support services available. For further information, please visit www.ace.vic.edu.au or refer to the Student Support Services Handbook also available online. ACE encourages individuals with disabilities to access government subsidised training.

Fees, Charges & Refunds

The student tuition fees are published on our website and are subject to change. Please visit www.ace.vic.edu.au or contact ACE directly.

Delivery Arrangements

Workplace Based Training Minimum Compliance Standards

Reference: 2024-25 Guidelines about Apprenticeships / Traineeship Training Delivery (herein referred to as the "Guidelines").

1. For every Apprentice/Trainee who is undertaking workplace based training, in addition to the requirements in Section 2 of the Guidelines, ACE will conduct a workplace induction with the Apprentice/Trainee and supervisor and sign off the Training Plan with the supervisor/employer;
2. ACE conducts a minimum number of one visit per month which is recorded in its monthly contact records.
3. During the course of the visit: the ACE trainer will:
 - Deliver training and/or assessment in accordance with the Training Plan.
 - Discuss progress against the Training Plan with the Apprentice/Trainee and
 - Document the training and/or assessment delivered against the competencies for the Training Plan.
4. ACE ensures withdrawal time from routine work duties for Structured Training activities will be at Certificates III and above, a minimum of three hours per week, averaged over a four-week cycle (pro rata for part time Trainees and only for the duration of competencies delivered and assessed in the workplace if the training program combines Off-the-job Structured Training and Workplace based Structured Training).
5. ACE will make monthly contact by either e-mail or phone with both the Apprentice/Trainee and the workplace supervisor to:
 - monitor and document the progress of training against the Training Plan;
 - monitor and document the training/learning activities undertaken during the withdrawal time for the previous month; and
 - Document the dates and time periods logged as withdrawal time in the previous month.



Application Procedure

Apply directly to ACE by completing the Pre-Enrolment Form available online at www.ace.vic.edu.au or by arranging an appointment with one of our officers.