

Understanding Training Packages

Training Packages are an integrated set of nationally endorsed units of competency, Australian Qualifications Framework (AQF) qualifications and assessment guidelines. They're designed specifically for an industry, industry sector, or enterprise, and detail the skills needed to competently perform tasks associated with job roles and functions. Some packages also outline foundation skills essential for work and/or further learning.

Registered Training Organisations (RTOs) utilise Training Packages for structured accredited training and assessment. The Packages do not dictate how learners should be trained, but outline the outcomes expected from the training. Learner achievement is determined via an assessment process. The standards and requirements for these processes are part of the endorsed components of a Training Package.

Also referred to as 'National Training Packages' or 'Industry Training Packages', they are developed in consultation with industry, ensuring their relevance to different sectors. They are periodically updated to reflect changes in industry requirements, contemporary working practices, and stakeholder needs.

Identifying Training Packages

All Training Packages can be identified by a unique title and code, found on [Training.gov.au](https://training.gov.au), the National Register of Vocational Education and Training (VET). The titles have three letters and a name to reflect the industry represented, followed by two numerals signifying the year of the first release's endorsement. Releases (or versions) are itemised on training.gov.au.

[Training.gov.au](https://training.gov.au) is the National Register of Vocational Education and Training (VET). This is where information on Training Packages, their implementation within the VET sector, and RTO registered to deliver them can be found.

Implementation by RTOs

Only RTOs and organisations in a third-party arrangement with an RTO are allowed to deliver Training Package qualifications and/or Units of Competency.

Training Packages consist of 'endorsed' and 'non-endorsed' components:

- **Endorsed Components:** Non-negotiable components that must be observed by RTOs, which include units of competency, assessment requirements (associated with each unit of competency), qualifications, and credit arrangements

RTOs must design their training and assessment strategies, processes and materials in accordance with the requirements of the endorsed components. RTO adherence to those requirements is subject to compliance activities undertaken by VET regulators to confirm delivery and assessment comply with the requirements of the Standards.

- **Non-Endorsed Components:** Includes Skill Sets, Companion Volumes, and the instructional design components used by RTOs for delivering contextualised course material.

These components can be critical to learning the skills and knowledge required by a Training Package; however, as they are non-endorsed components, it is up to the RTO to decide the benchmark application. An RTO's training and assessment strategies should document use of non-endorsed components as well as its methodology for applying endorsed Training Package components.

Companion Volume Implementation Guides

These guides, developed by the Training Package developers, offer advice to RTOs on different aspects of implementation. They also contain detailed information on:

- How the Training Package was developed
- The endorsement process
- The industry for which the Training Package has been developed

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- The Qualifications, Skill Sets and Units of Competency contained in the Training Package
- Mapping between versions of training products
- Regulation and licensing implications
- Entry requirements conditions and/or restrictions
- Resources, equipment, and conditions required for assessment
- Other frameworks and standards that may apply.

Note: This VET Fact Sheet provides general information and should not be considered as legal advice.