



PD PATHWAY

• YOUR GUIDED PD JOURNEY •

VELG TRAINING'S PD PATHWAY • MONTH #2 •

A personal journey for you...

We want you to feel **Educated**, **Inspired** and **Empowered** and simply, we want to take you on a journey. Over the next three months, we are going to step you through some of the fundamentals and help you navigate your way around the wide range of FREE resources and information available to you as a Velg Training member.

This PD journey will be a planned approach to taking some time to explore just a sample of what you have available at your fingertips.

Each month there will be a new topic for you to dive into that includes a focus area each week.

Simply work your way through each PDF which becomes your record of professional development!

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STANDARDS FOR NVR RTOs

The Standards for NVR RTOs define the requirements for high-quality Vocational Education and Training (VET) in Australia, playing a vital role in the nation's prosperity and workforce development. Their purpose is to ensure Registered Training Organisations (RTOs) deliver nationally consistent training that meets industry needs, equips students effectively, and operates with integrity. By adhering to the Standards, RTOs contribute to building confidence and embedding a culture of quality within the VET sector.

As someone who works in a Registered Training Organisation (RTO), it is important for you to have a broad understanding of the Standards as a whole, and particularly the requirements that relate to your role.

HOW TO USE YOUR PD PATHWAY CALENDAR...

Under this month's topic we have a focus area for each week for you to explore via the hyperlinks.

1. Ensure you are logged into your Velg Training account
2. Click on the link for the week you want to focus on, you will be taken directly to the resource
3. Print this document out or fill in the interactive areas to take notes, jot down ideas, and complete the reflection activities
4. Don't forget this is evidence of your activity and can be attached to your PD record!

	EXPLORE	FOCUS AREA
WEEK 1	Fact Sheet and VelgCast	The big picture: understanding the Standards
WEEK 2	Supportive PDF	The structure of the Outcome Standards
WEEK 3	Videos	Credential Policy or Compliance Requirements: your choice
WEEK 4	Standards at a Glance audios	A deeper dive into components that relate specifically to your role

NOTES / WEEK #1

Fact Sheet & VelgCast - The big picture: understanding the Standards

Click here for our **Fact Sheet** that provides an overview of the Standards. Then **Click this link** to watch our VelgCast video that delves deeper into the structure and purpose.

After you have read the fact sheet and watched the VelgCast as a broad introduction to the Standards for RTOs, make notes below about what you have learned. Then, complete your responses to the reflective questions provided.

NOTES

REFLECTION

The three key components of the Standards for RTOs are:

The component (and subcomponents) of the Standards for RTOs that relate/s mostly to my role is (circle OR check the box next to the component):

Outcome Standards ☐



Quality Areas	Quality Area Outcome Statements
1. Training and Assessment	Quality training and assessment engages VET students and enables them to attain nationally recognised, industry-relevant competencies
2. VET Student Support	VET students are treated fairly and are properly informed, supported, and protected
3. VET Workforce	VET students are trained, assessed and supported by people who are qualified, skilled and committed to professional development
4. Governance	Effective governance and a commitment to continuous improvement support the quality and integrity of VET delivery.

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Compliance Requirements ☐

Key areas covered:

- Fit and Proper Person Requirements (VQF component)
- NRT Logo Conditions of Use Policy
- Secure maintenance of student records
- Timely notification to regulators
- Clear third-party arrangement protocols

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Credential Policy ☐

Prescribes the qualifications and credentials required:

- Credentials for the delivery of training and assessment
- Requirements relating to trainers under direction
- Credential requirements for the delivery of training and assessment from the TAE package
- Credentials for validation of assessment

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NOTES / WEEK #2

Supportive PDF - The structure of the Outcome Standards

Click here to download the [Outcome Standards – structural overview pdf](#) (one component of the Standards for RTOs). Read the information from the PDF. Note the 4 Quality Areas, their relative Focus Areas, and the associated Standards for each Focus Area.

Jot down a list of the Standards that might relate to your role and any thoughts around their impact on you.

Quality Area 1 - Training and assessment

Focus Area/Standards that relate to my role:

Quality Area 2 - VET student support

Focus Area/Standards that relate to my role:

Quality Area 3 - VET Workforce

Focus Area/Standards that relate to my role:

Quality Area 4 - Governance

Focus Area/Standards that relate to my role:

NOTES / WEEK #3

Videos - Credential Policy or Compliance Requirements: your choice

Consider the component of the Standards that would align with your role – **either** the Credential Policy (if you're a trainer/assessor) **or** the Compliance Requirements (if you're in administration or compliance management).

Use the following hyperlinks to watch the 10 min videos on the [Credential Policy](#) or the [Compliance Requirements](#)

Identify which video you watched and then jot down the more specific Divisions or Parts that might relate to your role and any thoughts around their impact on you Requirements.

☐ [I watched the video on the Credential Policy](#) - Training and assessment

The Sections of the Policy that relate to me are:

☐ Section 1 – Credentials for delivery of training and assessment

☐ Section 2 – Credentials for delivery of training and assessment of TAE training products

☐ Section 3 – Credentials for validation of assessment

☐ [I watched the video on the Compliance Requirements](#) - (the essential regulatory compliance requirements and administrative/process driven functions)

Divisions from the Compliance Requirements that relate to me are:

☐ Division 1 – Information and Transparency

☐ Division 2 – Integrity of Nationally Recognised Training Products

☐ Division 3 - Accountability

NOTES / WEEK #4

Standards at a Glance Audios - A deeper dive into components that relate specifically to your role

Download our **Standards at a Glance PD Record** and use this document to identify the different components of the Standards that are relevant to your role (you will be guided by your activities from weeks 1 - 3 above or check with your manager to help you identify).

Then, use the **Standards at a Glance landing page** on our Knowledge Hub to quick-link into the pages dedicated to those relevant areas. Listen to the related audio file that will give you an 'at a glance' overview.

Make any notes as you listen and complete the Standards at a Glance PD Record as evidence of your activity.

NOTES

NEXT MONTH / TAKE A JOURNEY INTO FIRST NATIONS CULTURAL SAFETY