



Bendigo Senior Secondary College RTO – 6659

## Certificate III in Information Technology – ICT30120

### Course Overview

This qualification reflects the role of individuals who are competent in a range of Information and Communications Technology (ICT) roles, including animation, basic cloud computing, basic cyber awareness, digital media skills, generalist IT support services, networking, programming, systems and web development. Individuals who work in these fields apply broad sets of skills, including foundational knowledge in critical thinking and customer service skills, to support a range of technologies, processes, procedures, policies, people and clients in a variety of work contexts.

Please note: This course is only open to BSSC enrolled students. The information on this page is relevant for 2024 enrolments. Please see the [BSSC Program Guide](#) for further information.

### Course Structure

Year	UOC Code	UOC Name	Core (C)/Elective (E)
Year 1	BSBCRT301	Develop and extend critical and creative thinking skills	Core
Year 1	BSBXCS303	Securely manage personally identifiable information and workplace information	Core
Year 1	BSBXTW301	Work in a team	Core
Year 1	ICTPRG302	Apply introductory programming techniques	Core
Year 1	ICTSAS214	Protect devices from spam and destructive software	Elective
Year 1	ICTICT317	Maintain standard operating environments	Elective
Year 1	ICTICT314	Connect internal hardware components	Elective
Year 2	ICTICT313	Identify IP, ethics and privacy policies in ICT environments	Core
Year 2	ICTSAS305	Provide ICT advice to clients	Core
Year 2	ICTSAS304	Provide basic system administration	Elective - VCAA Compulsory
Year 2	ICTSAS309	Maintain and repair ICT equipment and software	Elective - VCAA Compulsory
Year 2	ICTSAS310	Install, configure and secure a small office or home office network	Elective - VCAA Compulsory

NB: Students completing this course will need to complete all Core units and a minimum of 6 elective units to be awarded the full Certificate. A total of 360 nominal hours is required for VCAA Unit 1, 2, 3 & 4 credits.



## Course Length, Contact Hours, Dates and Times

This course is only open to BSSC enrolled students.

2 years, scheduled as per the BSSC School class timetable for the 2024 school year, approximately 9am-3:30pm

## Cost & Fee Information

Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements.

BSSC provides students and families with an online personalised subject booklist, which outlines all required materials for each enrolled subject. This document breaks down the Voluntary Financial Contributions Schedule to assist with considerations about individual purchases of items for personal use, such as Personal Protective Equipment (PPE).

The Department of Education Parent Payment Policy is available:

<https://www2.education.vic.gov.au/pal/parent-payment/policy>

The BSSC Payment Policy is available:

<http://www.bssc.edu.au/wp-content/uploads/2022/11/Parent-payment-policy-2023.pdf>

Booklist advice on BSSC website:

<http://www.bssc.edu.au/wp-content/uploads/2022/11/Final-Booklist-41122.pdf>

## Campuses & Delivery Mode

BSSC Campus with face-to-face delivery

## Career Pathways

This course provides participants with the knowledge, skill and competency that will enhance their training and employment prospects in the automotive industry

## Further Study

Students wanting to continue study in this area can commence an apprenticeship/traineeship and continue training in further qualifications such as:

- ICT30519 – Certificate III in Telecommunications Technology
- ICT40120 – Certificate IV in Information Technology
- ICT41219 – Certificate IV in Telecommunications Engineering Technology

Further study options sourced from [training.gov.au](http://training.gov.au)

## Entry Requirements

This course is only open to BSSC enrolled students. Before being accepted in this course, applicants should:

- Enrol in Bendigo Senior Secondary College as a VCE/VM student
- Review the Enrolment information
- Complete the LLN test
- Provide a [USI](#)

NB: Enrolment into this course may be limited due to class size and enrolment numbers.



## Assessment Methods

- Knowledge questions
- Practical Demonstrations

## Educational Support Services

Welfare, Guidance and Student Support Services

BSSC and BSSC RTO students have access to a range of support services, connecting to Wellbeing, Course Counselling, Careers and Pathways advice, Workplace Learning Coordination, Student Engagement Coordinators, Advisors, ICT and Bring Your Own Device Help Desk and Library facilities and disability support services. Connection and contact details are available on the college website: <http://www.bssc.edu.au/>

## Learners Rights & Responsibilities

These are outlined in the BSSC RTO Service Information. More information can be supplied via your classroom teachers or RTO administrator.

## Structured Workplace Learning (SWL)

SWL is recommended but not compulsory for this subject. BSSC will provide assistance with SWL with the support of the Workplace Learning Coordinators.

## Recognition of Prior Learning, Credit Transfer & National Recognition

The BSSC RTO recognises prior learning and knowledge, and this may result in credits towards a part or full qualification. Please see the BSSC RTO Service Information and/or your VET teacher for further information on this process.

## RTO Contact

For further Information, please contact

[RTOadmin@bssc.edu.au](mailto:RTOadmin@bssc.edu.au)