VET AND INDUSTRY QUALIFICATION REQUIREMENTS

Each program deliverer must have the following evidence requirements in place prior to the commencement of delivery:

	SIS30321 CERTIFICATE III IN FITNESS (STANDALONE AND DUAL QUALIFICATION)	SIS30122 CERTIFICATE III IN SPORT, AQUATICS AND RECREATION (STANDALONE AND DUAL QUALIFICATION) SIS30521 CERTIFICATE III IN SPORT COACHING SIS20122 CERTIFICATE II IN SPORT AND RECREATION SIS20321 CERTIFICATE II IN SPORT COACHING SFR SHORT COURSES
Certificate IV in Training and Assessment	**All Binnacle program deliverers must meet <u>one</u> of the following trainer and assessor requirements prior to the commencement of delivery:** 1. <u>Minimum Requirement</u>: Holds a teaching degree (which enables registration as a secondary school teacher) plus holds <u>one</u> of the following TAE Skills Sets (cluster of units in partial completion of TAE40122): • TAESS00019 Assessor Skill Set; or • TAESS00024 VET Delivered to School Students Teacher Enhancement Skill Set 2. Holds a full Certificate IV in Training and Assessment (TAE40122, TAE40116 or TAE40110*) <u>*If using the TAE40110 qualification, the following core units must also be held</u>: • 1. TAEASS502 Design and develop assessment tools (or equivalent); and • 2. TAELLN411 Address adult language, literacy and numeracy (LLN) skills (or equivalent) 3. Holds a diploma (or higher qualification) in 'adult' education e.g: • TAE50122 Diploma of Vocational Education and Training, or • Graduate Diploma of Adult and Vocational Education and Training, or • Graduate Diploma of Adult Language, Literacy and Numeracy *Specific to 'New Deliverers':* *If you are not currently a qualified Trainer and Assessor but hold a secondary teaching degree, you may be able to 'Work Under Supervision' if enrolled in, and working towards completion of, a Certificate IV in Training and Assessment.* [Working Under Supervision Requirements - 2025](#)	

Industry Qualification	**The program deliverer must hold a Certificate IV in Fitness** with a collective period of two years working in fitness instruction (or be a registered/ accredited practising exercise professional with a degree and experience).	**The program deliverer must hold an industry qualification (at the qualification level or higher) and/or degree in that industry area (Education degree with Physical Education major can suffice).**
Vocational Competence	Program deliverers are required to complete a (free) non-accredited Vocational Competence Update (VCU) which is used to demonstrate current knowledge and skills specific to each unit of competency within the qualifications being delivered. Deliverers will need to either hold the unit of competency OR demonstrate equivalence (in skills and knowledge) using verifiable evidence (third party verification from a nominated supervisor). **Certificate III and II in Sport Coaching** <u>ONLY</u> - Hold a sport-specific or Community Coaching Certificate (minimum level 1) provided by either an accredited or non-accredited training provider (must have been issued in the previous 3 years). **Certificate II in Sport and Recreation** <u>ONLY</u> - Demonstrate you have a collective period of at least 3 years' experience as a recreational activities leader, guide or instructor; the 3 years' experience can incorporate full and/or part time experience.	

Providing Verifiable Evidence

Each deliverer must upload their TAE and Industry Qualification(s) to their Binnacle Profile. This evidence then goes through a verification process undertaken by Binnacle Training. Binnacle will confirm these qualifications meet the requirements of the training program(s) being delivered.

Refer to the valid and non-valid evidence list below:

Valid Evidence (Approved)	Non-Valid Evidence (Denied)
Full copy of your certificate including the transcript of results.	Certificates without transcripts and results. USI Transcripts are used for verification purposes only and will not be approved in place of the qualification in Profile Part 2.
You will be required to have the qualification JP certified if the qualification: does not have a QR code, does not appear on your USI Transcript, or is an international qualification.	Screen shots and statement of attainments.
Qualifications must meet the minimum level and be relevant to the training programs you are delivering e.g. TAE Certificates (current), VET Qualifications of the minimum level and from the same sector, Uni Degrees from the same sector.	Qualifications that do not meet the minimum level and are not relevant to the training program being delivered.
Please Note: if you have had a name change and your profile name is different to the name on your qualifications, you will be required to upload evidence (e.g. marriage certificate or name change certificate) in your Profile Part 1.	

VET AND INDUSTRY QUALIFICATION REQUIREMENTS

Each program deliverer must have the following evidence requirements in place prior to the commencement of delivery:

	HLTAID011 PROVIDE FIRST AID	HLTAID009 PROVIDE CARDIOPULMONARY RESUSCITATION
Certificate IV in Training and Assessment	**All Binnacle program deliverers must meet <u>one</u> of the following trainer and assessor requirements prior to the commencement of delivery:** 1. <u>Minimum Requirement</u>: Holds a teaching degree (which enables registration as a secondary school teacher) plus holds <u>one</u> of the following TAE Skills Sets (cluster of units in partial completion of TAE40122): • TAESS00019 Assessor Skill Set; or • TAESS00024 VET Delivered to School Students Teacher Enhancement Skill Set 2. Holds a full Certificate IV in Training and Assessment (TAE40122, TAE40116 or TAE40110*) *If using the TAE40110 qualification, the following core units must also be held: • 1. TAEASS502 Design and develop assessment tools (or equivalent); and • 2. TAELLN411 Address adult language, literacy and numeracy (LLN) skills (or equivalent) 3. Holds a diploma (or higher qualification) in 'adult' education e.g: • TAE50122 Diploma of Vocational Education and Training, or • Graduate Diploma of Adult and Vocational Education and Training, or • Graduate Diploma of Adult Language, Literacy and Numeracy *Specific to 'New Deliverers':* *If you are not currently a qualified Trainer and Assessor but hold a secondary teaching degree, you may be able to 'Work Under Supervision' if enrolled in, and working towards completion of, a Certificate IV in Training and Assessment.* [Working Under Supervision Requirements - 2025](#)	
Industry Qualification	**The program deliverer must hold a current Provide First Aid Certificate (within 3 years) and CPR Certificate (within 12 months).**	

Vocational Competence	First Aid program deliverers are required to complete a (free) non-accredited Vocational Competence Update (VCU) each year, specific to the nationally recognised First Aid unit of competency: HLTAID011 Provide First Aid. The First Aid VCU is designed so that Binnacle program deliverers can demonstrate their recent First Aid work history using a Statement of Service which is verified electronically by a nominated third party (person). **This VCU will also include PD to satisfy Binnacle Training's annual Industry and VET PD requirements for First Aid program deliverers.**

Providing Verifiable Evidence

Each deliverer must upload their TAE and Industry Qualification(s) to their Binnacle Profile. This evidence then goes through a verification process undertaken by Binnacle Training. Binnacle will confirm these qualifications meet the requirements of the training program(s) being delivered.

Valid Evidence (Approved)	Non-Valid Evidence (Denied)
Full copy of your certificate including the transcript of results.	Certificates without transcripts and results. USI Transcripts are used for verification purposes only and will not be approved in place of the qualification in Profile Part 2.
You will be required to have the qualification JP certified if the qualification: does not have a QR code, does not appear on your USI Transcript, or is an international qualification.	Screen shots and statement of attainments.
Qualifications must meet the minimum level and be relevant to the training programs you are delivering e.g. TAE Certificates (current), VET Qualifications of the minimum level and from the same sector, Uni Degrees from the same sector.	Qualifications that do not meet the minimum level and are not relevant to the training program being delivered.
First Aid qualifications must be current: First Aid (within 3 years from date of issue) CPR (within 1 year from date of issue).	Expired qualifications e.g. First Aid and CPR.
Please Note: if you have had a name change and your profile name is different to the name on your qualifications, you will be required to upload evidence (e.g. marriage certificate or name change certificate) in your Profile Part 1.	

BUSINESS & TOURISM COURSES

VET AND INDUSTRY QUALIFICATION REQUIREMENTS

Each program deliverer must have the following evidence requirements in place prior to the commencement of delivery:

	BSB30120 CERTIFICATE III IN BUSINESS + SIT20122 CERTIFICATE II IN TOURISM (DUAL QUALIFICATION)	BSB30120 CERTIFICATE III IN BUSINESS (STANDALONE)	SIT20122 CERTIFICATE II IN TOURISM (STANDALONE)	BSB20120 CERTIFICATE II IN WORKPLACE SKILLS	SHORT COURSES
Certificate IV in Training and Assessment	**All Binnacle program deliverers must meet one of the following trainer and assessor requirements prior to the commencement of delivery:** 1. <u>Minimum Requirement</u>: Holds a teaching degree (which enables registration as a secondary school teacher) plus holds <u>one</u> of the following TAE Skills Sets (cluster of units in partial completion of TAE40122): • TAESS00019 Assessor Skill Set; or • TAESS00024 VET Delivered to School Students Teacher Enhancement Skill Set 2. Holds a full Certificate IV in Training and Assessment (TAE40122, TAE40116 or TAE40110*) <u>*If using the TAE40110 qualification, the following core units must also be held</u>: • 1. TAEASS502 Design and develop assessment tools (or equivalent); and • 2. TAELLN411 Address adult language, literacy and numeracy (LLN) skills (or equivalent) 3. Holds a diploma (or higher qualification) in 'adult' education e.g: • TAE50122 Diploma of Vocational Education and Training, or • Graduate Diploma of Adult and Vocational Education and Training, or • Graduate Diploma of Adult Language, Literacy and Numeracy *Specific to 'New Deliverers':* *If you are not currently a qualified Trainer and Assessor but hold a secondary teaching degree, you may be able to 'Work Under Supervision' if enrolled in, and working towards completion of, a Certificate IV in Training and Assessment.* Working Under Supervision Requirements - 2025				
Industry Qualification	The program deliverer must hold: 1. A Business* relevant VET qualification (Certificate III or higher) and/or Degree; and 2. A 'Tourism, Hospitality or Events' relevant VET qualification (Certificate	The program deliverer must hold an industry qualification (at the qualification level or higher) and/or degree in that industry area.	The program deliverer must specifically hold a 'Tourism, Hospitality or Events' relevant VET qualification (Certificate II or higher).		The program deliverer must hold an industry qualification (at the qualification level or higher) and/or degree in that industry area.

	II or higher). ** The 'Tourism, Hospitality or Events' relevant qualification - if Certificate III or higher - may also be considered as satisfying a Business relevant qualification.*			
Vocational Competence	Program deliverers are required to complete a (free) non-accredited Vocational Competence Update (VCU) which is used to demonstrate current knowledge and skills specific to each unit of competency within the qualifications being delivered. Deliverers will need to either hold the unit of competency OR demonstrate equivalence (in skills and knowledge) using verifiable evidence (third-party verification from a nominated supervisor).			
	Certificate II in Tourism <u>ONLY</u> - the program deliverer must have undertaken a Tourism-related industry placement (minimum one full day) prior to commencing their VCU specific to the Tourism-specific units.			

Providing Verifiable Evidence

Each deliverer must upload their TAE and Industry Qualification(s) to their Binnacle Profile. This evidence then goes through a verification process undertaken by Binnacle Training. Binnacle will confirm these qualifications meet the requirements of the training program(s) being delivered.

Refer to the valid and non-valid evidence list below:

Valid Evidence (Approved)	Non-Valid Evidence (Denied)
Full copy of your certificate including the transcript of results.	Certificates without transcripts and results. USI Transcripts are used for verification purposes only and will not be approved in place of the qualification in Profile Part 2.
You will be required to have the qualification JP certified if the qualification: does not have a QR code, does not appear on your USI Transcript, or is an international qualification.	Screen shots and statement of attainments.
Qualifications must meet the minimum level and be relevant to the training programs you are delivering e.g. TAE Certificates (current), VET Qualifications of the minimum level and from the same sector, Uni Degrees from the same sector.	Qualifications that do not meet the minimum level and are not relevant to the training program being delivered.
Please Note: if you have had a name change and your profile name is different to the name on your qualifications, you will be required to upload evidence (e.g. marriage certificate or name change certificate) in your Profile Part 1.	