



**This Program Disclosure Statement (PDS) sets out the training products that Binnacle Training provides as Registered Training Organisation (RTO); and the services that the 'Partner School (Third Party)' provides on behalf of Binnacle Training (as the RTO).**

## REGISTERED TRAINING ORGANISATION (RTO)

1. Binnacle Training (RTO Code: 31319)

## QUALIFICATIONS AND SHORT COURSES

2. Qualifications (Code and Title).  
BSB30120 – Certificate III in Business  
BSB30115 – Certificate III in Business  
SIT20116 – Certificate II in Tourism  
BSB20120 – Certificate II in Workplace Skills  
BSB20115 – Certificate II in Business  
SIS30315 – Certificate III in Fitness  
SIS30115 – Certificate III in Sport and Recreation  
SIS20115 – Certificate II in Sport and Recreation
3. Short Courses – For a full list of First Aid Courses and other short courses offered\* by Binnacle Training, visit:  
[www.binnacletraining.com.au](http://www.binnacletraining.com.au)

\*These are not full qualifications.

## BINNACLE TRAINING THIRD PARTY ARRANGEMENT WITH SCHOOLS

4. Registered Training Organisations (RTOs) often work with other organisations (third parties) to enact a range of services such as marketing, undertaking recruitment, providing facilities and resources, and training and/or assessment of vocational education and training (VET) courses. Binnacle Training, as the RTO, engages individual secondary schools **under a third party arrangement** to provide physical and human resources, including the facilitation of training and assessment services - **on behalf of, and in the name of**, Binnacle Training as the RTO.
5. Responsibility of Binnacle Training: As the RTO, Binnacle Training is fully responsible for all services provided on its behalf by the Partner School (as third party). Binnacle Training is responsible for enrolment into the VET course, provision of online training and assessment, the outcomes of the training and assessment, and the issuance of the qualification or Statement of Attainment to the student. Binnacle Training must have the VET course on its scope of registration at all times.
6. Responsibility of Partner School (as third party): The *partner school* is responsible for:
  - 6.1. Facilitation of training and assessment services on behalf of, and in the name of, Binnacle Training as the RTO. This includes provision of support services for students enrolled in the Binnacle program requiring language, literacy and numeracy (LLN) assistance.
  - 6.2. The provision of adequate physical (equipment and facilities) and human resources – verified by Binnacle Training – to meet the requirements of each *program*.

## STUDENT ENROLMENT

7. Enrolment of a student into a Binnacle program is bound by the *partner school* having a current Third Party Agreement with Binnacle Training in place [including confirmation that all human and physical resource requirements specific to the *training products* are in place].
8. Enrolment into a Binnacle Training program can only occur once these requirements have been met.

## TRAINING PACKAGE CHANGES

9. From time-to-time, due to changing industry/training and education requirements, national Training Packages (which incorporate nationally recognised qualifications and units of competency) undergo changes which result in new qualifications and units of competency replacing those that they supersede. If any qualification becomes superseded either before enrolment, or while a student is undertaking the qualification, Binnacle Training will ensure that all students are transitioned to the new qualification on the national register ([www.training.gov.au](http://www.training.gov.au)) within the specified transition period.

## DEFINITIONS AND INTERPRETATIONS

10. In this Program Disclosure Statement:

**RTO** means a training organisation that has authorisation to train and assess nationally recognised qualifications consistent with its scope of registration.

**Partner School (as third party)** means the secondary school/college providing physical and human resources to facilitate training and assessment **on behalf of, and in the name of**, Binnacle Training as the RTO. In some cases, the school may also be an RTO that provides other training products consistent with its scope of registration and separate to this third party arrangement entered into by Binnacle Training.

**Training Product** means any qualification, unit of competency or group of competencies packaged as a Binnacle program.

**Program** means the course(s) or qualification(s) in its entirety being delivered on behalf and in the name of Binnacle Training.