

Western NSW

**Central West Schools**

Excellence in Vocational Education and Training Awards 2018

**NOMINATION AND APPLICATION INFORMATION FOR:**

Excellence in Vocational Education and Training

**NOMINATING A STUDENT**

Industry Curriculum Framework Course

**Nominations Close: Friday 6 July 2018**

**Western Student Connections is a: Work Placement Service Provider, Links to Learning Provider, NESA Endorsed Provider of Registered Professional Development, Duke of Edinburgh International Award, Award Unit.**

**Western NSW Schools Vocational Education & Training Awards**

Recognise and reward outstanding achievement by VET Students, as well as the major contribution made by local businesses to the success and achievement of VET students. They are proudly brought to you by Western Student Connections.

**Why Nominate A Student?**

The *Excellence in Vocational Education & Training Awards* is a fantastic opportunity to celebrate the achievements accomplished over the past year, together with local businesses, schools, students and representatives from the community.

Nominating a VET student, school based apprentice or trainee for an award shows your recognition and pride in the level of skill the student has gained. It can also open many doors for you, including finding opportunities to network, raising your profile in your community and showcasing your commitment to Vocational Education and Training.

**Completing and Submitting the Nomination**

Complete the Nomination Form.You may submit more than one (1) nomination.

Address the Criteria.Please ensure your responses address the selection criteria as detailed in Section 3 – “Nomination Form”.

Submit your Nomination.The nomination form should be collated with any attachments, signed, then posted, faxed, emailed or hand delivered. Please ensure you copy the nomination prior to sending, as originals will not be returned.

**Closing Date** Friday 6 July 2018

**Selection Process**

Each student will receive an invitation to attend an interview to select the recipients of the Certificates of Excellence. These interviews will be held on a date to be confirmed.

The panel will comprise of teachers/trainers and/or employers and business partners who are experienced in VET and who will make an assessment based on information provided at the interview as well as that contained in the nomination form.

Students assessed as meeting a standard to receive a “Certificate of Excellence in Vocational Education and Training” will be invited to receive their certificate at the Awards Presentation Event.

As recipients of this award, they will also be eligible for consideration to be the “VET Student of the Year” in the industry category relevant to their nomination. There is also the presentation of Outstanding VET Student of the Year, who receives a personal trophy together with a perpetual trophy to be displayed at their school until the following year’s event.

**Note:** Students assessed by the panel as not reaching the standard for the award of the Certificate of Excellence will be presented a certificate in recognition of their nomination. This will be forwarded to them at their postal address.

**Eligibility**

**Industry Curriculum framework Courses**

Industry Curriculum framework courses are:

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| * Automotive
 | * Human Services
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| * Business Services
 | * Information and Digital Technology
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| * Construction
 | * Metal & Engineering
 |
| * Electrotechnology
 | * Primary Industries
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| * Entertainment
 | * Retail Services
 |
| * Financial Services
 | * Tourism, Travel & Events
 |
| * Hospitality
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**Award Categories**

1. **Certificate of Excellence – Industry Curriculum Framework Course – Industry Category**
* Students may be nominated by their work placement host employer and/or their school or registered training organisation
* The nominee must be enrolled in an Industry Curriculum Framework course and attending a school and/or TAFE Campus or other RTO in the Western Student Connections coordination area
* The qualification must be part of the student’s HSC program and due for completion in 2018
* Nominees must agree to the nomination, and sign the nomination form prior to it being lodged
* Nominees are also eligible to be VET Student of the Year in the industry category for which they are nominated.
* Nominees can be nominated in more than one industry category
* Students must have completed their compulsory work placement component to be eligible
1. **Certificate of Excellence - School Based Apprentice or Trainee – Industry Category**
* Students may be nominated by their school, RTO, GTO or employer
* The nominee must be attending school and/or TAFE/RTO in the Western Student Connections coordination area and the qualification must be part of the student’s HSC program
* Nominees must have training agreements that are current during 2018 and registered with Training Services NSW (NSW Department of Industry)
* Nominees are also eligible to be VET Student of the Year in the industry category for which they are nominated.
* Nominees must agree to the nomination, and sign the nomination form prior to it being lodged
* Nominees can be nominated in more than one industry category
1. **VET Student of the Year - Aboriginal or Torres Strait Islander**
* Students must identify as being of Aboriginal and/or Torres Strait Islander descent
* Nominees must be nominated for and be eligible to receive a Certificate of Excellence in either of the two Industry Categories above (1 or 2)
* Nominees must agree to the nomination, and sign the nomination form prior to its lodgement
* Nominees are also eligible to be VET Student of the Year in the Industry Category for which they are nominated.
* Students must have completed their compulsory work placement component to be eligible
1. **VET Student of the Year – Student with a Disability**
* Students must identify as having a disability that they have successfully managed during their course of study towards the attainment of the qualification in the category for which they have been nominated
* Nominees must be nominated for and be eligible to receive a Certificate of Excellence in either of the two Industry Categories above (1 or 2)
* Nominees must agree to the nomination, and sign the nomination form prior its lodgement
* Nominees are also eligible to be VET Student of the Year in the industry for which they are nominated
* Students must have completed their compulsory work placement component to be eligible
1. **VET Student of the Year – Student with Special Education Needs**
* Students must identify as having an intellectual disability that they have successfully managed during their course of study towards the attainment of the qualification in the category for which they have been nominated
* Nominees must be nominated for and be eligible to receive a Certificate of Excellence in either of the two Industry Categories above (1 or 2)
* Nominees must agree to the nomination and sign the nomination form prior to its lodgement
* Nominees are also eligible to be VET Student of the Year in the industry for which they are nominated
* Students must have completed their compulsory work placement component to be eligible

**Conditions of Entry**

* The closing date for the Awards is Friday 6 July 2018. No extensions will be given
* As these awards recognise Excellence in VET it is anticipated that no more than 2 students per class will be nominated, unless there are exceptional circumstances which will be noted in the nominations of the students involved
* Nominees must meet all eligibility criteria
* Non-compliance with entry criteria will result in the nomination not being accepted
* Nominees must be prepared to attend an interview as required
* All nominees are eligible to receive a Certificate of Excellence Award and all Certificate of Excellence winners are eligible, and will be considered for, the award of VET Student of the Year in their industry
* All industry category winners will be eligible to receive the Outstanding VET Student of the Year Award
* Western Student Connections reserves the right to use non-confidential details, profiles, training details and/or photographs for any publicity purpose pertaining to Vocational Education and Training including, but not limited to the Awards and the promotion of Vocational Education and Training
* Students and nominators must sign the application, and the application must be endorsed by the school’s VET Coordinator or the RTO’s Faculty Director
* All nominees agree to abide by the decision of the selection committee and no appeals will be entered into
* The committee may, at its discretion, not consider a student nomination from a host employer, where that nomination is not supported by the school or TAFE/RTO the student is attending
* When signing this nomination form, all parties are agreeing to the endorsement of the nomination and the Conditions of Entry

**Privacy Notice**

The information provided by you on the nomination & attachments will be used by Western Student Connections and the judging committee for the purpose of administration, judging and general communication in regards to the Awards.

Provision of this information is essential to determine the students’ eligibility for consideration for an Award. Information will be stored securely.

You may access, correct or amend your personal details by contacting Western Student Connections by phone on 02 6885 6144, by email to reception@wsc.edu.au or in person at Suite 2 46 Bultje Street Dubbo NSW 2830

**Further Information**

For more information about the *Excellence in Vocational, Educational & Training* Awards visit our website www.wsc.edu.au

**Submission Details**

Please return this nomination to Western Student Connections

By email: reception@wsc.edu.au

By fax: 02 6885 6199

By mail or in person to Suite 2 46 Bultje Street Dubbo NSW 2830

Excellence in Vocational Education & Training Awards

Student Nomination For

|  |
| --- |
| **Award Type (please tick)** |
| **🞏** Industry Curriculum Framework Course **or** | 🞏 School Based Apprentice / Trainee  |
|  |  |
| Please tick if student is to also be considered for Student of the Year in any of the categories below: |
| **🞏** Aboriginal / Torres Strait Islander  | **🞏** Special Needs  |
| **🞏** Disability  |  |
| **Framework (use a separate nomination form for each)** |
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| **🞏** Automotive - Heavy | **🞏** Entertainment  | **🞏** Human Services – Health |
| **🞏** Automotive - Light | **🞏** Financial Services | Services Assistance |
| **🞏** Automotive - Paint | **🞏** Hospitality front of house  | **🞏** Metal and Engineering  |
| **🞏** Business Services  | **🞏** Hospitality Kitchen Operations | **🞏** Primary Industries  |
| **🞏** Construction | **🞏** Human Services – Allied Health | **🞏** Retail Services |
| **🞏** Electrotechnology  | **🞏** Human Services – Aged Care | **🞏** Tourism and Events  |

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| **Section 1: Student Details** |
|  |  |  |  |
| Given name |  | Surname |  |
|  |  |  |  |
| Postal Address |  |
|  |  |  |  |
| Suburb |  | Postcode |  |
|  |  |  |  |
| Home phone |  | Mobile |  |
|  |  |  |  |
| Delivery Site |  |
|  |  |
| School |  |
|  |  |
| Teacher/Trainer |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Student signature |  | Date |  |

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| --- |
| Section 2: Nominator Details |
|  |  |  |  |
| Nominated by | 🞏 | Host employer | 🞏 | VET Teacher/Trainer | 🞏 | Other: |
|  |  |
| School/TAFE campus/RTO |  |
|  |  |  |  |
| Nominator name |  | Surname |  |
|  |  |  |  |
| Position |  | Mobile |  |
|  |  |  |  |
|  |  |  |  |
| Nominator signature |  | Date |  |

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| Section Three: Nominator Comments  |

Please provide details why you consider the candidate a worthy recipient of a Certificate of Excellence in Vocational Education and Training.

You may provide an attachment of up to 500 words (one A4 page).You may also attach other relevant documents that support the nomination (e.g. references from the host employer or other school awards).

**Selection Criteria**

The committee will use this information during the student’s interview and may refer to your comments to seek evidence from the student in support of your comments.

In developing your nomination, you may like to take into account some of the considerations outlined below. These suggestions are provided to give clarification of what may be relevant when addressing the criteria.

1. **Job/Technical Skills & Competence**

Consider the skill level acquired and demonstrated in tasks/projects undertaken in the classroom or training workshop or whilst participating in work placement. Consider examples that demonstrate how the student integrated classroom/workshop based learning with the skills required on the job in this particular industry area.

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1. **Employability Skills**

Consider the range of employability skills: communication, planning/organising, teamwork, self-management, applying appropriate technology, managing learning, problem solving, initiative & enterprise. Provide examples of how the nominee has developed and demonstrated some of these skills during the VET program.

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1. **Personal Qualities**

Consider the range of personal qualities such as loyalty, commitment, honesty and integrity, enthusiasm, reliability, personal presentation, positive self-esteem, sense of humour and ability to deal with pressure etc. Provide examples of how the nominee has demonstrated some of these throughout the VET program being completed.

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| Section 4: School/RTO Endorsement |

on Three: Nominator Comments

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| --- | --- |
| Principal / RTO Director Name |  |
| Signature |  | Date |  |