

Meeting Entrance Requirements

Students applying for full time study must meet specified literacy or numeracy requirements for their chosen course.

Or have successfully completed a lower level qualification. For example: to apply for the Certificate IV in Fitness you will need to have successfully completed the Certificate III in Fitness to meet the entrance requirements.

How do I meet the entrance requirements?

Choose a qualification online at coursesearch.tafe.wa.edu.au/default.aspx by entering in key words in the Course Search box.

Click on the qualification title and then read the information under the qualification Entrance Requirements tab.

Then go to the online skills calculator at tasonline.tafe.wa.edu.au/Reckoner/Default.aspx.

Alternatively you can refer to the evidence guides. These let you know what documents you need to provide to the TAFEWA Admission Centre to show you meet the required level of communication skills and, if required, maths skills.

These documents may include:

- school results – NAPLAN year 9 or OLNA year 11 or 12
- other qualifications
- bridging and access courses

When you are ready to apply go to www.tasonline.tafe.wa.edu.au and complete the online application form.

Once we have received your application we will work with you to help you understand how you can meet the entrance requirements and how to address the selection criteria if required for your chosen course.

Bunbury Campus | courseinfo@srtafe.wa.edu.au | Freecall 1800 621 445

Entry to Non Competitive Courses

Applicants for non-competitive courses need to demonstrate minimum literacy and numeracy skills or AQF qualification levels as below:

Step 1: Demonstrate Literacy and Numeracy Skills or AQF Qualification level

	School Leaver	Non-School Leaver	AQF**
Certificate I	Nil	Nil	Nil
Certificate II	OLNA* or NAPLAN 9 Band 8	C Grades in Year 10 English and Maths or equivalent	Certificate I or Certificate II
Certificate III	OLNA* or NAPLAN 9 Band 8	C Grades in Year 10 English and Maths or equivalent	Certificate I or Certificate II
Certificate IV	C Grades in Year 11 WACE General English, and OLNA* or NAPLAN 9 Band 8	C Grades in Year 11 English and Maths or equivalent	Certificate II or Certificate III
Diploma or Advanced Diploma	Completion of WACE General or ATAR (minimum C Grades) or equivalent	Completion of WACE General or ATAR or equivalent (minimum C Grades)	Certificate III
Some courses may specify Entrance Requirements, such as maths or a folio. Check the course Entrance Requirements for details.			
Some courses require students to commence at a level specified in the Training Package. Check the Training Package or Full-time Studies Guide for details.			

English Language Competence

Applicants from countries where English is not the official language will need to demonstrate that they possess adequate English language skills. English-speaking countries for TAFE Admission purposes are: New Zealand, the United States of America, the United Kingdom, Canada (excluding French Canadian territories), Republic of Ireland and South Africa.

For an assessment of equivalence of overseas secondary education qualifications, please apply to the School Curriculum and Standards Authority at www.scsa.wa.edu.au/internet/Events_and_Forms/Overseas_Qualifications

For a comparative assessment of your overseas gained qualifications to the Australian Qualifications Framework (AQF), please apply to the Overseas Qualifications Unit www.migration.wa.gov.au/Pages/Overseas%20Qualification%20Unit/OQU-application.aspx

Alternative Documentation

Other documents may be used to demonstrate minimum literacy and numeracy skills. For information contact TAFE Admissions by email tafe.admissions@dtwd.wa.gov.au or phone 6212 9888.

Bunbury Campus | courseinfo@srtafe.wa.edu.au | Freecall 1800 621 445

Applicants who are unable to provide documentation can sit a Literacy and Numeracy test arranged by TAFE Admissions and is available to be taken at your closest campus or in Perth.

What are the selection criteria?

Selection criteria are academic and other criteria (e.g. work experience, industry involvement and current and previous employment) which are used to rank eligible applicants competing for entry into a course where there are more applications than places available.

How do I address selection criteria?

If the courses for which you are applying stipulate that you address selection criteria this means that you need to submit additional information with your application form. The type of information required is listed below:

Entry to Competitive Courses

Applicants for competitive courses need to demonstrate minimum literacy and numeracy skills or AQF qualification levels as for non competitive courses in Step 1.

Step 2: Provide evidence against the Selection Criteria for courses with competitive entry

Applicants who can demonstrate minimum Literacy and Numeracy Skills will be assessed and ranked against the following Selection Criteria. Offers will be made to applicants with the highest total point scores.

Selection Criteria - Maximum 90 points	
Academic Achievement– Max 60 points	Work History – Max 30 points
Derived from the highest points from either <ul style="list-style-type: none">• Secondary Education Results; or• Completed AQF Qualification An overview of the points used to calculate a score for Academic Achievement is provided in Attachment A.	Credit for total hours worked at 0.003 points per hour. <ul style="list-style-type: none">• Employment• Work Experience• Community Services/Volunteer Work

Bunbury Campus | courseinfo@srtafe.wa.edu.au | Freecall 1800 621 445

**Note:* To verify the work experience or employment that you cite in your application you will be required to provide copies of either a reference, pay slip or group certificate/summary. Resumes and telephone references are not acceptable authentication.

Academic Achievement – Max 60 points

This includes secondary education (current or past) or a portfolio demonstrating skill development. The portfolio may include qualifications or tests you have completed in the past.

Western Australian secondary education

The score will be generated from the three completed full-year courses that award the highest points.

Year	WACE course level	C Grade	B Grade	A Grade
Year 10		6	8	10
Year 11 or 12	Foundation	6	8	10
Year 11	General	11	12.5	14
Year 11	ATAR	14	16	18
Year 12	General	14	15	16
Year 12	ATAR	18	20	20

Scoring is based on the **best three 2 course** unit combinations**. One of these courses must be English, English Literature or English as an additional language/dialect; or a Portfolio demonstration evidence of skill development.

Overseas Secondary Education

For overseas secondary school results to be considered, applicants will need to obtain a *Statement of Equivalence* from the School Curriculum and Standards Authority www.scsa.wa.edu.au/internet/Events_and_Forms/Overseas_Qualifications.

Year level	Points awarded
Completion of Year 10	8
Completion of Year 11	12.5
Completion of Year 12	15

This includes any qualification completed/not completed. A qualification pathways is where one qualification leads to another (e.g. Certificate I leads to Certificate II).

Bunbury Campus | courseinfo@srtafe.wa.edu.au | Freecall 1800 621 445

POINTS AWARDED FOR COMPLETED AQF QUALIFICATIONS

Completed AQF Qualifications

Points are awarded for completed nationally recognised qualifications.

		Course Applying For					
		Certificate I	Certificate II	Certificate III	Certificate IV	Diploma	Advanced Diploma
Course completed	Pathway Course	60	60	60	60	60	60
	Degree & Above	60	60	60	60	60	60
	Advanced Diploma	60	60	60	60	60	60
	Diploma	60	60	60	60	60	60
	Certificate IV	60	60	60	60	50	50
	Certificate III	60	45	45	45	30	30
	Certificate II	60	30	30	25	20	20
	Certificate I	60	20	20	15	10	10

AQF courses with a primary outcome of developing English language skills (Foundation English programs) are scored separately.

Course Information Services

For further questions or more information on entrance requirements and courses, please refer to the South Regional TAFE website www.southregionaltafe.wa.edu.au call Course Information Services on 9780 7070 or 1800 621 445 or visit the Bunbury Campus – Monday to Thursday from 8am to 5pm, Fridays 4pm.

Bunbury Campus | courseinfo@srtafe.wa.edu.au | Freecall 1800 621 445