

Office of the Training Accreditation Council Confidential Report

Evidence Review 1 - Report

Organisation Details			
Legal Name	Education IT Solutions Pty Ltd	NTIS ID	52240
Trading Name	Applied Education		
Size of RTO	Small	No of Students	Anticipate 100 in first year
Website	http://www.appliededucation.edu.au		
Registration Contact	Mr Brett David Thornett	Phone Number	08 0892210955
RTO Description	<p>Applied Education commenced operations in 1996 providing training courses including Microsoft, MYOB, QuickBooks, Adobe and Macromedia applications as well as Payroll & Office Tax Procedures, Salary Packaging and Taxation Strategies held at the Perth CBD based training centre. In 2010 a change in legislation required bookkeepers who were responsible for logging BAS with the Australian Taxation Office to hold the FNS40207 Certificate IV in Financial Services (Bookkeeping). This became part of the driver for Applied Education to consider becoming a RTO in response to demand from existing clients. As Information Technology applications were already core business it made sense to have those programs mapped to the nationally recognised competencies for the ICA10105 Certificate I in Information Technology. Both of these qualifications form the scope of registration for this initial RTO application.</p>		
Audit Details			
Audit Method	Site Visit	Date of Audit	09/03/2010
Audit Type	Initial Registration		
Audit Team			
Lead Auditor	Mairead Dempsey	Contact Details	Mobile No: 0431 266 275 Email: maireaddempsey@iinet.net.au
Registering Body Details			
Case Manager	Lisa Regan	Contact Details	Telephone No: 9441 1925 Email: lisa.regan@des.wa.gov.au

Overall Report			
Qualifications Audited	NTIS Code	Qualification/Unit of Competence/Accredited Course	Delivery Site
	Financial Services		
	FNS40207	Certificate IV in Financial Services (Bookkeeping)	
	Information Technology		
	ICA10105	Certificate I in Information Technology	
Standards Audited	1.1, 1.5a, 1.5b, 1.5c, 2.4, 2.6		
Strengths			
Standard 1	NA		
Standard 2	NA		
Opportunities for Improvement			
Standard 1	NA		
Standard 2	NA		
Standard 1 - The RTO provides quality training and assessment across all of its operations			
Compliant	Compliant		
Standard 2 - The RTO adheres to principles of access and equity and maximises outcomes for its clients			

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Compliant	Compliant
Standard 3 - Management systems are responsive to the needs of clients, staff and stakeholders, and the environment in which the RTO operates	
Not-Audited	

Auditors Comments

NA evidence review

Observed Good Practice

NA evidence review

Change of Scope

Has the organisations scope changed as a result of this audit? If yes please list the qualifications that have been added/deleted:
NA

Reason for the organisations change of scope:
NA

Auditors Declaration

I declare/confirm that:
 - This audit was conducted in accordance with the contractual requirements and the AQTF Audit Handbook including the National code of practise for auditors and technical advisors; and
 - I have completed all audit requirements as stated in the audit assignment.

I recommend registration for the attached scope : Yes

Signature of Lead Auditor:	Date:
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