



Victorian Registration &
Qualifications Authority

Level 6, 35 Spring St
Melbourne VIC 3000

GPO Box 2317
Melbourne VIC 3001

T 61 3 9637 2806

F 61 3 9651 3266

vrqa@edumail.vic.gov.au

www.vrqa.vic.gov.au

Re: Initial Application for Registration as a Registered Training Organisation

I am writing to you in relation to the audit of your application for registration as a Registered Training Organisation (RTO) pursuant to Part 4.3 of the *Education and Training Reform Act 2006*. It is a condition of the *Education and Training Reform Act 2006* that an RTO must comply with the *Australian Qualifications Training Framework 2007: Essential Standards for Registration (AQTF 2007 Standards)*.

An independent audit was conducted on 25 February 2010 to assess X-seed Education and Development Pty. Ltd.'s compliance with the *AQTF 2007 Standards* for the purpose of initial registration. I note that you have accepted the audit findings in full. I enclose a copy of the final report for your attention.

In accordance with the *AQTF 2007 National Guidelines for Risk Management* and the *AQTF 2007 National Guidelines for Managing Non-Compliance*, the findings of the audit report indicated significant non-compliance with the following *AQTF 2007 Standards* at the time of audit.

- Standard 1.2** Strategies for training and assessment meet the requirements of the relevant Training Package or accredited course and are developed in consultation with industry stakeholders.
- Standard 1.3** Staff, facilities, equipment, and training and assessment materials used by the RTO are consistent with the requirements of the Training Package or accredited course and the RTO's own training and assessment strategies.
- Standard 1.4** Training and assessment are conducted by trainers and assessors who:
- (a) have the necessary training and assessment competencies as determined by the National Quality Council or its successors
 - (b) have the relevant vocational competencies at least to the level being delivered or assessed
 - (c) continue developing their vocational and training and assessment competencies to support continuous improvements in delivery of the RTO's services.

I note that post the audit you have provided the VRQA with evidence of compliance with training and assessment strategies and verification that X-seed Education and Development Pty. Ltd.'s trainers and assessors comply with the *AQTF 2007 Standards*.

Grounds for decision

On the basis of the audit findings and given the fact that post the audit you have provided evidence of compliance with the *AQTF 2007 Standards*, I grant registration as an RTO to the application from X-seed Education and Development Pty. Ltd.

X-seed Education and Development Pty. Ltd.'s is registered to provide the course listed on its Scope of Registration until **18 May 2015**.

Should you have concerns about the conduct of the registration/audit process please address these in writing to the Complaints Manager, VRQA, GPO Box 2317, Melbourne 3001.

If you have any questions, please contact Ms Julie Florence on (03) 9651 3229 or email at florence.julie.e@edumail.vic.gov.au.

Yours sincerely



Robyn Timmins
Deputy Director, VRQA

17th May 2010