

## Transition and Teach Out

This Fact Sheet has been developed to assist RTOs in understanding the transition and teach out arrangements outlined in Clause 1.26 of the *Standards for Registered Training Organisation (RTOs) 2015*.

This Fact Sheet describes an RTO's options and obligations where there have been changes in training products listed on [training.gov.au](http://training.gov.au). The changes may be of two types:

- A training product is **superseded** by a new version of the training product, for example a new version of a qualification, skill set or unit of competency (see below); or
- A training product has been **removed or deleted** and has not been replaced by an equivalent training product. Different rules apply to teach out times for a qualification or accredited course and for a skill set or unit or competency (see following page).

### Superseded Qualifications, Accredited Courses, Skill Sets and Units – Clause 1.26(a):



Within **one year** of the replacement training product being released on [training.gov.au](http://training.gov.au), all students enrolled in the superseded training product must be either:

- transferred to the current training product; or
- complete and receive certification.



When a training product has been superseded and replaced by a new training product, RTOs are able to continue to enrol students into the superseded training product for **one year** from the replacement training product being released on [training.gov.au](http://training.gov.au).

Please note that these students must still be either transferred into the current training product or complete and receive certification within **one year** of the replacement training product released on [training.gov.au](http://training.gov.au).



**One year** from the date the replacement training product is released on training.gov.au, RTOs **must not**:

- enrol any new learners in this training product; or
- conduct any training in this training product; or
- issue certification for this training product (except for when a replacement is required for certificates that have already been issued).

All superseded training products will be removed from the RTOs scope of registration by the Training Accreditation Council **one year** from the date the replacement training product is released on training.gov.au.



The requirements specified in Clause 1.26(a) do not apply where a training package requires the delivery of a superseded unit of competency, for example a listed imported unit.

## Removed or deleted Qualifications, Accredited Courses – Clause 1.26(b ,d):



When a qualification or accredited course is no longer current and has not been replaced by a new qualification or accredited course, within **two years** from the date the qualification or accredited course is removed or deleted from training.gov.au, all students currently enrolled in the qualification must either be:

- completed and receive certification; or
- transferred into another similar training product.



From the date the qualification or accredited course is removed or deleted from training.gov.au, the RTO must not take any new enrolments in the qualification.



**Two years** from the date the qualification is removed or deleted from training.gov.au the RTO must not:

- conduct any training in the qualification or accredited course; or
- issue certification for the qualification or accredited course (except for when a replacement is required for certificates that have already been issued).

All removed or deleted qualifications or accredited courses will be removed from the RTOs scope of registration by the Training Accreditation Council within a period of two years from the date the qualification or accredited course is removed or deleted from training.gov.au.

## Removed or deleted skill sets and units - 1.26(c,d):



When a skill set or unit (not attached to a qualification) is no longer current and has not been replaced by a new skill set or unit, within **one year** of the skill set or unit being removed or deleted on training.gov.au all students currently enrolled in the skill set or unit must be completed and receive certification.



From the date a skill set or unit (not attached to a qualification) is removed or deleted from training.gov.au, RTOs must not take any further enrolments.



**One year** from the date the skill set or unit is removed or deleted as released on training.gov.au RTOs **must not**:

- conduct any training in this training product; or
- issue certification for this training product (except for when a replacement is required for certificates that have already been issued).

## Teach Out of Existing Students:



RTOs registered by TAC must apply Clause 1.26 of the *Standards for RTOs* for transition of that learner, except where a longer transition period is approved by TAC.

Requests for longer transition periods:

- will only be accepted from RTOs or industry groups (not learners);
- must be for a specific training product or products, for a specific cohort of learners (e.g. plumbing apprentices currently enrolled in a specific qualification that has been superseded);
- must demonstrate that the cohort of learners would be genuinely disadvantaged if the application were not approved; and
- must be accompanied by evidence of support from the [Skills Service Organisation](#) of the training product and where applicable, support from the State Training Authority (e.g. where trainees/apprentices are affected) and the Department of Education (where school students are affected).

If a request for a longer transition period is approved, the approval will be released on the [TAC website](#). The arrangement will apply to all RTOs delivering that training product to that learner cohort, regardless of who made the request.

Requests should be sent to Manager Regulation, TAC Secretariat at [tac@dtwd.wa.gov.au](mailto:tac@dtwd.wa.gov.au).