



BLUEDOGTRAINING

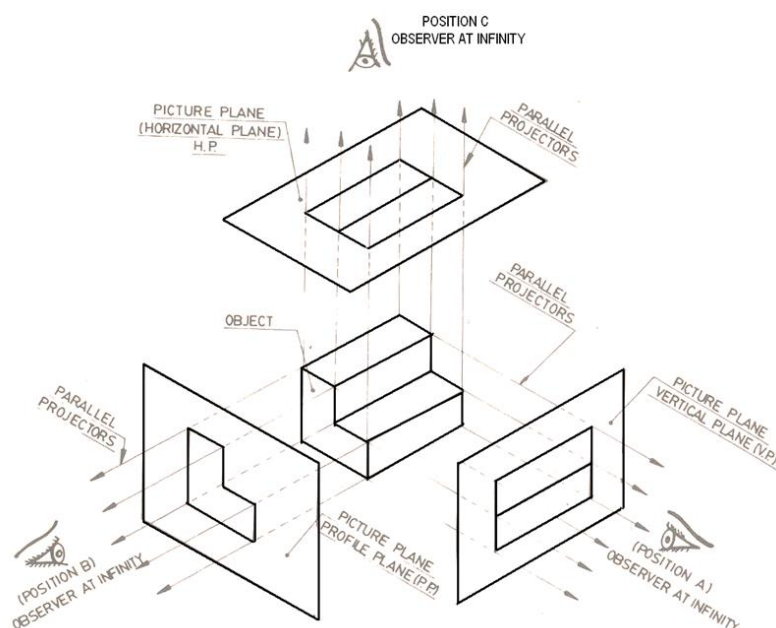
MEM40105

Certificate IV in Engineering

Disclaimer

This Student Course Information contains information that is correct at the time of printing. Changes to legislation, government programs and/or [Blue Dog Training](#) policies may impact on the currency of information included. [Blue Dog Training](#) reserves the right to vary and update information without notice. You are advised to seek any changed information and/or updates from your trainer or by contacting [Blue Dog Training](#).

This document has been prepared as a resource to assist students to understand their obligations and also those of [Blue Dog Training](#). Please carefully read through the information contained in this document. In addition to this document all students need to read, understand, be familiar with, and follow the policies and procedures outlined in the [Blue Dog Training](#) Student Handbook



Course Information Booklet



For assistance, please contact your trainer on:  (07) 3166 3950  trades@bluedogtraining.com.au



Table of Contents

Introduction	3
Qualification Details	3
Course Details	4
Resources.....	5
Authenticity of Assessment	5
Training Costs.....	5
How do I make payments for my training?	7
How do I enrol in the Higher Level Skills Program?	7
How do I become an apprentice?.....	8
Staff Contact Details	8



Introduction

Thank you for expressing an interest in the *MEM40105 Certificate IV in Engineering* qualification. The training you will undertake for this qualification is nationally accredited training.

Students who successfully complete all requirements of this course will be issued with a *MEM40105 Certificate IV in Engineering* qualification and a Record of Results. Students who do not complete all units of competency within the qualification will receive a Statement of Attainment for those units of competency that have been successfully achieved.

Please take time to read the information in this document and the Blue Dog Training Student Handbook as it is very important you select the right course for you.

Qualification Details

This qualification covers the skills and knowledge required for employment as a:

- ✓ Higher Engineering Tradesperson
- ✓ A Special Class Engineering Tradesperson (Mechanical) - Level II
- ✓ Special Class Engineering Tradesperson (Fabrication) - Level II
- ✓ Special Class Engineering Tradesperson (Electrical/Electronic)* - Level II

within the metal, engineering, manufacturing and associated industries or at equivalent levels in other industries where engineering tradespersons work.

***Note:- Blue Dog Training does not offer this stream.**

The qualification has been specifically developed to be delivered to:

- ✓ People who are existing engineering tradespersons
- ✓ Workers who have extensive industry experience but do not have recognised qualifications
- ✓ Apprentices in an engineering trade who choose to study at a higher level during their apprenticeship (Higher Engineering Trade).

Credit for relevant units of competency achieved should be granted towards this qualification for those who have completed:

- ✓ *MEM30205 Certificate III in Engineering – Mechanical Trade*
- ✓ *MEM 30305 Certificate III in Engineering – Fabrication Trade*
- ✓ *MEM30405 Certificate III in Engineering – Electrical/Electronic Trade*
- ✓ *MEM30605 Certificate III in Jewellery Manufacture*
- ✓ *MEM30705 Certificate III in Marine Craft Construction*
- ✓ *MEM30805 Certificate III in Locksmithing*
- ✓ *MEM31010 Certificate III in Watch and Clock Service and Repair*
- ✓ Or other relevant qualifications.

As a **guide only**, if you already hold a trade qualification (such as *MEM30305 Certificate III in Engineering – Fabrication Trade*) generally an additional 36 specialisation points would be required to achieve the *MEM40105 Certificate IV in Engineering*.

The **apprenticeship pathway** is designed to deliver higher level engineering industry skill outcomes with multiple exit points between trade and post-trade levels. Units of competency can be drawn from the three broad engineering streams as well as other streams within the competency standards.

The apprenticeship pathway would be appropriate where employers require the apprentice to use a greater range of skills than provided for the base trade outcome.



The minimum requirements for achievement of the *MEM40105 Certificate IV in Engineering* via an apprenticeship pathway (up to 132 points) are:

- ✓ Completion of all 12 core units of competency identified below, and
- ✓ Completion of units of competency from the Group A Specialisation elective listed for the qualification to the value of at least 12 points and up to a maximum of 109 points, and
- ✓ Completion of Group B elective units of competency to bring the total value of Group A and B units of competency to 109 points including any prerequisites.

Unit code	Unit title
MEM12023A	Perform engineering measurements
MEM12024A	Perform computations
MEM13014A	Apply principles of occupational health and safety in the work environment
MEM14004A	Plan to undertake a routine task
MEM14005A	Plan a complete activity
MEM15024A	Apply quality procedures
MEM15002A	Apply quality systems
MEM16006A	Organise and communicate information
MEM16007A	Work with others in a manufacturing, engineering or related environment
MEM16008A	Interact with computing technology
MEM17003A	Assist in the provision of on the job training
MSAENV272B	Participate in environmentally sustainable work practices

Because of the extensive range of elective units of competency available for this qualification it is not possible to list them all in this document.

More information on the qualification including the full list of electives is available at <http://training.gov.au/Training/Details/MEM40105> and the Blue Dog Training website.

Note: This qualification *MEM40105 Certificate IV in Engineering* was superseded by (and is equivalent to) *MEM40119 Certificate IV in Engineering*, as of 25 June 2019.

As per the Blue Dog Training *Transition of Learners Policy & Procedures*, a student who is enrolled in *MEM40105 Certificate IV in Engineering* will be transferred to *Mem40119 Certificate IV in Engineering* as soon as practicable, but no later than 12 months from the date of publication (one the national register) of it being superseded. The national register is available at www.training.gov.au.

Course Details

This is a competency-based course. How long your course will take depends on a number of factors. Included are your own efforts and commitment to submitting assessments regularly and on time, your study load (i.e. full-time or part-time) and how many units of competency (if any) are eligible for credit transfer and/or recognition of previous experience and qualifications.

If you are already an existing engineering tradesperson it is anticipated you will be able to complete your course within 12 months, due to the recognition of prior learning (RPL) you will be granted for your already achieved Certificate III-level qualification.

If you are going to complete the qualification as an apprentice under a training contract the nominal term of your apprenticeship, if you commence it on or after 2 January 2016, is 48 months (on a full-time basis). Prior to this date the nominal term was 60 months.



To achieve a reasonable rate of progression and completion within the expected duration of 48 months it is anticipated you would achieve 33 specified competency points within each 12-month period. The sequence of delivery for each apprentice is negotiated with the employer and apprentice at the induction and is reflected in the apprentice's individual training plan.

Regardless of if you are undertaking this course as an apprentice or already qualified tradesperson, the Blue Dog Training blended mode of delivery means that you gain the practical skills aligned to the qualification on-the-job, and complete training and assessment via the Blue Dog Training online platform. You progress through the course at your own pace and a trainer is available to support you every step of the way.

The Blue Dog Training online student management system houses your underpinning knowledge, learning progress and assessment activities. It also houses an electronic Skills Profiler or logbook, which you are required to keep updated through the uploading of photographic evidence, to support your folio of practical activities undertaken.

The Skills Profiler also records the frequency of tasks as an indication of the amount of experience you are gaining in a particular task.

Your online formal learning and assessment is accessed, recorded and tracked via an individualised student login.

As an apprentice, under the requirements of your training contract, your employer **must** release you from work and pay the appropriate wages to attend any off-the-job training, including assessment as provided for in your Training Plan.

A trainer from Blue Dog Training can discuss your individual training needs with you and your employer and develop an individualised training plan to suit your requirements.

Resources

Resources you will require for the course are:

- ✓ Access to a computer, printer and internet
- ✓ Adobe Acrobat Reader <https://get.adobe.com/reader/>
- ✓ A device which will allow you to take photographs

Authenticity of Assessment

The assessment work you submit as evidence of your knowledge, skills and experience must be completed by you and not anyone else. BDT's assessment judgement processes will enable this authenticity to be confirmed through the final discussion that a BDT Trainer and Assessor will have with you once your assessment evidence has been submitted and reviewed.

This discussion takes the form of a 'competency conversation' and is designed to confirm, through open-ended questions, how you have applied your knowledge and skills related to the evidence you have provided. Once it has been conducted it enables the BDT assessor to make their professional judgement knowing that all of the 'Rules of Evidence' have been applied.

Training Costs

As a Department of Employment, Small Business and Training (DESBT) pre-qualified Supplier (PQS) Blue Dog Training is pleased to be able to offer this qualification under the following programs which provide a **Queensland Government** subsidy:

- ✓ DESBT Higher Level Skills program – if you are an existing tradesperson and/or have extensive industry experience
- ✓ DESBT User Choice program – for an apprenticeship.

To be eligible for subsidised training you will need to meet eligibility criteria determined by the Queensland Government.



Details for each program follow.

1. DESBT Higher Level Skills Program

To be eligible for the DESBT Higher Level Skills program and Queensland Government subsidised training you must meet the eligibility requirements for the program as follows:

- ✓ Be aged 15 years or older and no longer at school
- ✓ Permanently reside in Queensland
- ✓ Be an Australian citizen, Australian permanent resident (includes humanitarian entrant), temporary resident with the necessary visa and work permits on the pathway to permanent residency, or a New Zealand citizen
- ✓ Not hold, or be enrolled in a Certificate IV or higher-level qualification, not including qualifications completed at school and foundation skills training.

Enrolment Fees - You will be required to contribute to the cost of your training through a **Student Co-contribution Fee**. The fee may be paid on your behalf by an employer or another third party but cannot be paid or waived by Blue Dog Training unless approved by DESBT.

The total amount of this fee will depend on the units of competency selected and the points allocated to these. On this basis the fees are determined as follows:

- ✓ \$1.00 per nominal hour or
- ✓ \$0.80 per nominal hour, concessional rate.

Government Funding Rules - As you can only access the DESBT Higher Level Skills program subsidy once, it is important you take the time to carefully consider your training options before committing to a course of study. Further information regarding the DESBT Higher Level Skills program can be found at:

- ✓ <https://desbt.qld.gov.au/training/training-careers/incentives/highskills> and
- ✓ https://desbt.qld.gov.au/_data/assets/pdf_file/0026/7784/hls-student-factsheet.pdf

2. DESBT User Choice Program

A person wanting to undertake an apprenticeship/traineeship in Queensland must be:

- ✓ an Australian citizen or a person granted permanent residency, or
- ✓ a New Zealand citizen who entered Australia on a valid passport (the Australian Government requires that they have been resident in Australia for more than 6 months), or
- ✓ 'Other', where the person holds a valid visa that allows them to undertake this employment.

The employer is responsible for ensuring the apprentice/trainee is permitted to undertake the paid employment. The AASN provider must obtain a signed declaration from the employer stating the employer:

1. has verified that the intending apprentice or trainee holds a visa which permits them to undertake this paid employment and training, and
2. is aware of, and has discussed, any conditions of the visa.

Important: If a condition on a visa is 'no access to government funding', this condition relates to Centrelink payments and not State Government User Choice funding.

Eligibility for funding under the User Choice program is determined by the following - the apprentice or trainee must:

- ✓ have entered into a Training Contract for a qualification that is funded by DESBT.
- ✓ be registered on DELTA (DESBT'S apprentice/trainee management system) with a commencement date or recommencement date on or after 1 July 2010
- ✓ select a training provider that holds PQS status for their nominated qualification. Blue Dog Training is a PQS.



Enrolment Fees – DESBT offers fully subsidised training for under 21-year olds.

The '**Free Apprenticeships for Under 21s Initiative**' will cover the cost of training for Queensland apprentices or trainees who commenced and are undertaking a high priority apprenticeship or traineeship qualification from 1 July 2019. More information is available from the DESBT website at - <https://desbt.qld.gov.au/training/training-careers/incentives/freeapprenticeships/individuals>

If you are not eligible for the '**Free Apprenticeships for Under 21s Initiative**', that is you are 21 years of age or over on 1 July 2019 you are required to contribute to the cost of your training through a **Student Co-contribution Fee**. In these cases, the fees for the User Choice program are set at \$1.60 per nominal hour for each unit of competency/module to be calculated at the commencement of the unit of competency/module.

The total amount of student co-contribution fees will depend on the units of competency selected and the nominal hours allocated to these. On this basis an estimate of the total would be approximately:

- ✓ \$2,100 standard rate, OR
- ✓ \$840 concessional rate.

Blue Dog Training will charge 40 percent of the Student Co-contribution Fee where the student falls into one or more of the following exemption categories:

- a) The student was or will be under 17 years of age at the end of February in the year in which Blue Dog Training provides training, and the student is not at school and has not completed year 12.
- b) The student holds a Health Care Card or Pensioner Concession Card issued under Commonwealth Law, or is the partner, or a dependent of a person, who holds a Health Care Card or Pensioner Concession Card and is named on the card.
- c) The student has issued Blue Dog Training with an official form under Commonwealth Law confirming that the student, his or her partner, or the person of whom the student is a dependent, is entitled to concessions under a Health Care Card or Pensioner Concession Card.
- d) The student is of Aboriginal or Torres Strait Islander descent. Acceptable evidence is as stated on the Training Contract and AVETMISS VET Enrolment Form.

Details of full fee exemptions and other information specific for apprenticeships are detailed in the Blue Dog Training Student Handbook.

Government Funding Rules: Apprentices and trainees can only receive one government contribution for a User Choice funded qualification at any single point in time, i.e. a student is not funded to undertake two apprenticeships or traineeships at the same time.

In addition, apprentices and trainees, including school-based apprentices and trainees (SATs), can only receive a maximum of two (2) Government funding contributions under the current User Choice program.

For more information on the User Choice program go to the DESBT website (<https://desbt.qld.gov.au/training>) where a selection of fact sheets on User Choice funding limitations and the implications for eligibility to receive User Choice funding on any further training, are available.

How do I make payments for my training?

Payment can be made via Direct Deposit or Credit Card. Further details are available on the enrolment form.

How did I enrol in the Higher Skills Program

Once you have made your decision you will need to complete an enrolment form which is available on our website.

Before you enrol you must read the Blue Dog Training Student Handbook. As part of the enrolment process you will be asked to agree to abide by the policies and procedures set by Blue Dog Training. The Student Handbook is available on the website and provides information about the Blue Dog Training services, procedures and policies, including Student Fee Refund Policy and Appeals Policy.

So as to confirm your eligibility for enrolment you will need to provide **at least one item** from each of the following



columns in the table below.

Proof of Citizenship / Permanency *	Proof of Qld Residency *	Proof of Concession (if applicable)
Green Medicare Card	Qld Driver's Licence	Healthcare Card
Australian or New Zealand Passport	Rates/Utilities Bill	Pensioner Card
Permanent Residency Visa	QLD bank Statement	Evidence of Adult Prisoner
Temporary residency visa with the necessary visa and work permits on the pathway to permanent residency	QLD Vehicle Registration Certificate	Proof of Aboriginal / Torres Strait Islander descent

How do I become an Apprentice?

Individuals who are 13 years of age or older may be eligible to undertake an apprenticeship in most occupations. If you are under 18 years of age at the start date of your apprenticeship, your parent or guardian must provide signed consent to the traineeship, if appropriate.

As a general rule, only Australian citizens and New Zealand citizens who have entered Australia on a valid passport, have unrestricted rights to enter an apprenticeship or traineeship in Australia. Any other person wanting to participate in an apprenticeship or traineeship in Australia must have a visa allowing employment.

Any other person wanting to work in Australia must have a visa allowing employment. Visa holders may engage in apprenticeships and traineeships provided their work rights allows this, based on information and advice provided by the Department of Immigration and Border Protection (DIPB).

More information of apprenticeship training can be found at the DESBT website (<https://desbt.qld.gov.au/training>).

Staff Contact Details

For further information, please contact our staff below.

Training Manager:	Brian Mills
Phone:	07 3166 3950
Email:	trades@bluedogtraining.com.au