

Course Requirements and Timetable

AUR20520 – AC34 Certificate II in Automotive Servicing Technology (Heavy Vehicle Servicing Pre-Apprenticeship)

Work placement

As part of the assessment conditions for this qualification, students are required to:

- Complete a minimum of **150 hours** work placement, with an industry relevant workplace.
- Arrange placement with an employer including completion of approval forms (to be submitted to Work Placement Administration, prior to work placement commencing)
- Complete their logbook daily, with corresponding Daily Work summary pages matching what is recorded in timesheets.
- Bring their logbook to all TAFE days so that Work Placement administration can validate the hours being completed throughout the work placement.
- Submit their fully completed logbook to Work Placement Administration to support final assessment and resulting of qualification.

This will be discussed in further detail on your first day on campus.

Personal Protective Equipment (PPE) requirements

When attending TAFE or work placement, students must ensure they meet the following dress and/or safety requirements:

- Long heavy cotton drill trousers and long sleeve cotton drill Hi-Vis shirt
- Enclosed steel cap safety boots (heavy leather uppers and heavy-duty soles)
- Safety glasses – **must** be clear and meet Australian Safety Standards (sunglasses are not permitted) – these can be purchased at our Bookshop
- Work gloves
- Hearing protection (including disposable ear plugs), hard hats, gloves, face shields and dust masks will be provided where required and must be used in designated areas as per Safe Operating Procedures
- Long hair must be tied up or contained.

Stationery Requirements

- A4, lever arch file (1)
- A4 lined paper/notebook
- Basic calculator (mobile phone not allowed)
- Black Pens
- Lead Pencil
- Eraser

Indicative Timetable

Classes will commence Week 1, Monday 15 July 2024

Term 3

Day	Time	Room	Lecturer
Monday	8:30am-4:00pm	R21	TBC
Tuesday	8:30am-4:00pm	R21	TBC
Wednesday	8:30am-4:00pm	R21	TBC

Please note timetables are subject to change.

Term 4

Day	Time	Room	Lecturer
Monday	8:30am-4:00pm	R21	TBC
Tuesday	8:30am-4:00pm	R21	TBC

Please note timetables are subject to change.