# School Based Traineeship

## *Certificate III in Information Technology (ICT30120)*

**About the course**
This qualification provides the skills and knowledge for an individual to be competent in a wide range of general information and communications technology (ICT) technical functions and to achieve a degree of self-sufficiency as an advanced ICT user.

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| **Possible job titles could be:** <br> • help desk officer <br> • help desk assistant <br> • word processer <br> • administration assistant <br> • ICT operations support <br> • ICT user support <br> • PC support <br> • technical support <br><br> **Course Fees** <br> The fees applicable are for the duration of the program. All resources, materials and indemnity fees are included in this cost. <br><br> For details of fees, please see our website: <br> https://integritybusinesscollege.com/ <br><br> **This course can be delivered with Victorian and Commonwealth Government funding.** <br><br> **Prerequisites and pathways for the qualification** <br><br> There are no entry requirements for this qualification but learners are subjected to a pre-training review to confirm suitability. | *This course develops skills across a wide range of ICT areas; including technical support, network administration and software applications.* <br><br> • **ICTSAS305** – Provide ICT Advice to Clients <br><br> • **ICTSAS308** – Run Standard Diagnostics Tests <br><br> • **ICTICT313** – Identify IP, Ethics and Privacy Policies in ICT Environments <br><br> • **BSBCRT301** – Develop and Extend Critical Thinking Skills <br><br> • **ICTNWK311** – Install and Test Network Protocols <br><br> • **BSBXCS303** – Securely Manage Personally Identifiable Information and Workplace Information <br><br> • **BSBXTW301** – Work in a Team <br><br> • **ICTNWK307** – Provide Network System Administration <br><br> • **ICTNWK309** – Configure and Administer Network Operating Systems <br><br> • **ICTNWK308** – Determine and Action Network Problems <br><br> • **ICTPRG302** – Apply Introductory Programming Techniques <br><br> • **ICTSAS310** – Install, Configure and Secure a Small Office or Home Network |

# What is a school-based traineeship (SBAT)?

A school-based apprenticeship or traineeship (SBAT) arrangement combines part-time work, structured training with a registered training organisation and school studies.

SBAT is available to high school students in Years 10-12 and enables them to gain a nationally recognised qualification and combine their school study with paid employment, as well as the opportunity to gain valuable work skills and increase future employment options.

A SBAT may give students credit towards their Victorian Certificate of Education (VCE) or Victorian Certificate of Applied Learning (VCAL).

# Why should schools and employers support this program?

Integrity Business College assists young Australians to have a head start on their careers by being a School Based Trainee while still completing their secondary school education.

Students gain the following:
- Valuable employment skills
- Hands-on industry experience
- Paid work-placement.
- Contribution towards the students Year 11 or Year 12
- Successful completion of a nationally recognised qualification (Certificate III in Information Technology ICT30120)

# Course structure

Integrity Business College is providing SBAT - Certificate III in Information Technology through our online virtual platform, Microsoft Teams. Classes run for 3 hours on a weekly basis.

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