

EXTERNALLY DELIVERED ELECTIVES POLICY

HIGH SCHOOL PARENTS, CARERS AND STUDENTS



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A. Rationale

Students may be able to engage in one or more Externally Delivered Electives while at school. Typically, these electives are:

- Accelerated University Study,
- School-Based Apprenticeship and Traineeships,
- TAFE Queensland South West Courses,
- University of Queensland Gatton Vocational Education and Training,
- Brisbane School of Distance Education Subject, or;
- Australian Music Examinations Board Subject

Students and parents are welcome, however, to investigate other opportunities (for example: private registered training organisations offering other vocational education and training courses.)

Parents are responsible for all associated tuition, equipment and transport fees. Please see the College's [Externally Delivered Electives Homepage](#) for more information.

The College's Careers Officer, Mr Glyn Reinbott glyn.reinbott@tcollege.com.au coordinates students' enrolments in these electives.

Enrolment in an externally delivered elective must be approved by the school in order for it to constitute part of a student's Senior Learning Pathway. Once the enrolment has been approved and confirmed, students are welcome to replace one of their school-based electives with study periods for the duration of their externally delivered elective.

Externally delivered electives offer exciting opportunities for many students. In most cases, however, they also require a significant amount of student initiative and responsibility. Students considering enrolling in an externally delivered elective are asked to read through the following guidelines and conditions with their parents before submitting their application.

B. Things to Consider Before Enrolling in an Externally Delivered Elective

Students are strongly encouraged to consider their answers to the following questions before seeking enrolment into an externally delivered elective:

1. Does the elective complement the possible post-school career pathway(s) that I am considering, or is it going to distract me from these?
2. Am I currently mature and motivated enough to handle the work the subject will require of me?
3. Am I currently responsible enough to handle the issues associated with enrolling in a externally delivered elective, such as meeting another institution's requirements, possibly not knowing any other student in the class and catching-up on work missed while I am absent from school?
4. If the elective requires that I attend classes off-campus, will I be able to organise the required transport?

C. Process for Enrolling in an Externally Delivered Elective

If a student wishes to enrol in an externally delivered elective, the following process is to be followed:

1. Visit the College's [Externally Delivered Electives](#) webpage and click on the relevant links. Please note the courses available, costs, entry requirements, application procedure and due dates.
2. Make an appointment with the College's Careers Officer, Mr Glyn Reinbott, glyn.reinbott@tcollege.com.au well in advance of the externally delivered elective enrolment due date.
3. Complete any relevant enrolment paperwork and submit by the due date.
4. Complete and submit the College's [Externally Delivered Electives Parent/Carer and Student Agreement](#), a copy of which can be found on the College's [Externally Delivered Electives](#) webpage.
5. Once the enrolment in an externally delivered elective has been approved and confirmed, the student is welcome discuss with Mr Reinbott, replacing one of their elective subjects with study periods for the duration of their externally delivered elective.

D. Parent/Carer and Student Agreement

Before a student is enrolled in a non-school-based elective, parents and students will be asked to sign and submit the [Externally Delivered Electives Parent/Carer and Student Agreement](#), a copy of which can be found on the College's [Externally Delivered Electives](#) webpage.