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| Higher Education and Skills Group**Participation Branch Memo****Department of Education and Training** |

***NUMBER:*** *2017 / April / 10*

**TO:**

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| Learn Local organisations - ALL | Adult Education Institutions |  |

**FROM:** Edu De Hue, Acting Director - Participation Branch

**DATE:** 10 April 2017

**SUBJECT:** Training and TAFE Course Directory Survey

**ACTIONS / CRITICAL DATES:**

* Please complete the survey at <https://www.surveymonkey.com/r/YF2JQC9> by 30 April 2017 to help improve the Training and TAFE Course Directory.

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The Training and TAFE Course Directory (the Directory) is an annual print publication on VET courses available in Victoria, published by the Department of Education and Training (the Department).

In 2017 the Department will be adjusting the format and content of the Directory to make it more targeted, relevant and useful for prospective students, and the people and organisations that support them.

To help guide these changes the Department is interested in hearing how Learn Local organisations use the Directory and to ask them about any changes they would like to see.

If a representative of your organisation could complete this online survey no later than Sunday 30 April 2017 it would be greatly appreciated.

**Survey**: <https://www.surveymonkey.com/r/YF2JQC9>