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

***NUMBER:*** *2017 / May / 16*

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| Learn Local organisations *– ALL or RTOs only* | ACFE Board | ACFE Regional Councils |
| Adult Education Institutions | Learn Local Stakeholders | Participation Branch Staff |

**FROM:** Ryan Collins, Director - Participation Branch

**DATE:** 16 May 2017

**SUBJECT: REMINDER:** *Workshops for training organisations delivering Skills First training to asylum seekers*

**ACTIONS / CRITICAL DATES:**

* *Register now with the ASRC at* [*https://www.eventbrite.com.au/e/invitation-2nd-vet-workshop-building-an-asvet-community-of-best-practice-tickets-33295162728*](https://www.eventbrite.com.au/e/invitation-2nd-vet-workshop-building-an-asvet-community-of-best-practice-tickets-33295162728) *to participate in the second Asylum Seeker VET Program workshop on 25 May 2017*

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The Asylum Seeker Resource Centre (ASRC) is contracted by the Department of Education and Training to provide a series of workshops to assist training organisations enrol and support eligible asylum seeker students undertake training via the Asylum Seeker VET Program in:

* Skills First subsidised courses, or
* the DET funded Asylum Seeker Language and Literacy Program, or
* the DET funded Asylum Seeker VET Learning Plan Program.

**Target Audience:** These workshops are specifically targeted at managers/co-ordinators of enrolment and admission processes, student support services, and program/course managers/coordinators.

**Places are limited** to a maximum of 60 participants with no more than **two representatives per training organisation.**

**Workshop Overview:** Participants attending this workshop will:

* Share their experiences of implementing the Government’s Asylum Seeker VET Program 2016-2018
* Explore further areas of improvement in the implementation of the ASVET Program at an organisational, program and teaching level to maximise student success
* Contribute to the development of an ASVET Community of Best Practice and Continuous Improvement and discuss the Terms of Reference, membership and structure
* Contribute to the development of further professional development opportunities for VET staff focusing on how to provide a better learning/campus environment for eligible asylum seekers/refugees with temporary residence undertaking government subsidised training
* Opportunity for you to clarify matters relating to the Asylum Seeker VET program.

**Registration**: [*https://www.eventbrite.com.au/e/invitation-2nd-vet-workshop-building-an-asvet-community-of-best-practice-tickets-33295162728*](https://www.eventbrite.com.au/e/invitation-2nd-vet-workshop-building-an-asvet-community-of-best-practice-tickets-33295162728) - Further details available from ASRC on 9274 9837.