Department of Education and Training

Higher Education and Skills Group

Participation, Inclusion and Regional Engagement — Branch Memo

**TO:** RegisteredLearn Local providers

State-wide providers

ACFE Board

 ACFE Regional Councils

 Learn Local stakeholders

 PIRE Branch staff

**FROM:** Edu De Hue, A/Director — Participation, Inclusion and Regional Engagement Branch

**DATE:** 2 March 2021

**SUBJECT: 2021 Learn Local Course Guides now available online**

## Actions / Critical Dates:

* Check out the new digital versions of the 2021 Learn Local Course Guides available on the Learn Local website, see: [Course Guides](https://learnlocal.org.au/course-guides/)
* Promote your relevant Course Guide to your stakeholders. Hard copies will be delivered to all Learn Local providers within the next month.

The digital versions of the 2021 Learn Local Course Guides are now available on the Learn Local website, see: [Course Guides](https://learnlocal.org.au/course-guides/)

The Course Guides are once again split into 13 sub-regions and are a valuable marketing tool that will assist in promoting Learn Local courses to potential learners, industry, jobactives and other relevant community organisations who provide support and assistance to adult learners. They have been designed as a reusable resource to enable key stakeholders to better understand and refer adult learners to appropriate local training options.

The Course Guides have been prepared using the agreed 2021 Pre-accredited Training Delivery Plans from each Learn Local provider and were current at the time of finalising (9 February 2021). In some cases, course names have been adjusted or combined for consistency across the various Course Guides. All Learn Local providers are encouraged to continue to keep their own organisation’s websites up to date with current Learn Local course offerings.

The Department will promote the digital versions of these Course Guides to a range of stakeholders including:

* TAFE institutes
* jobactives
* Learn Local sector peaks
* Local councils
* Local Learning and Employment Networks
* Other state and federal government departments.

Another version of the Course Guides that has the A2 poster in the middle with all the course listings is also currently being printed and each Learn Local provider will receive several copies of their relevant Course Guide within the next month so that you can distribute to your own stakeholders. In the meantime, Learn Local providers are encouraged to promote the digital versions of the Course Guides via your own communication channels.

If you have any questions about the Course Guides, including distribution arrangements please contact your DET Regional Office.