



Australian Government
Australian Skills Quality Authority

REPORT

Audit report: Melbourne Institute of Training and Technology

Date/s of audit: 29 August 2018

Date report created: 26 September 2018



Organisation details

Organisation's legal name:	Melbourne Institute of Training and Technology
Trading name/s:	N/A
RTO number:	41577
CRICOS number:	03529J

Audit team

Lead auditor:	Terence Bowden
Assistant/s:	Rebecca Caine

Audit details

Application number/s:	N/A	
Audit number:	AUDREC0008530	
Audit reason	Post initial	
Address of site/s visited:	158 Burgundy Street, Heidelberg VIC 3084 Unit 2, 29 Cameron Street, Brunswick VIC 3056	
Date/s of audit:	29/08/2018	
Organisation's contact for audit:	Alan Hickling alanh@etea.edu.au	Chief Executive Officer (CEO) 03 94500555

Original finding at time of audit

Audit finding: Compliant

Report completed by: Terence Bowden

Practice	Standards for RTOs 2015	Finding
Marketing/ Recruitment	4.1	Compliant
Enrolment	5.1, 5.2, 5.3, 7.3	Compliant
Support and Progression	1.7	Compliant
Training and Assessment	1.1, 1.2, 1.3, 1.8, 1.13-1.18, 1.20	Compliant
Completion	3.1	Compliant
Regulatory Compliance / Governance	2.3, 2.4, 8.2	Compliant

Background

Summary of organisation and management structure:

- Melbourne Institute of Training and Technology Pty Ltd (RTO ID 22258) (MITT) was first registered as an RTO on 7 August 2009. The company ACN 131 839 471 was placed into voluntary liquidation on 9 March 2016. ASQA cancelled the RTO's registration with its consent on 21 November 2016.
- At the time of liquidation MITT CEO made contact with Mr Hickling, CEO of Education Training & Employment Australia Pty Ltd (RTO ID 5089) (ETEA) regarding assistance for current students to complete their studies. ETEA is an established RTO (NVR/CRICOS) initially registered in 1998 with 55 qualifications in its scope of registration.
- ETEA purchased MITT, in liquidation, and submitted an application for its initial registration using the existing MITT name, as an opportunity to develop its automotive training operations. ASQA approved

the application and MITT's new NVR registration commenced on 30 August and its CRICOS registration commenced on 7 October 2016. MITT's initial scope of registration consisted of three business qualifications, seven automotive qualification were added on 10 May 2017.

- MITT is a discrete business entity separate to ETEA, whose focus is health services training, management of MITT consists of:
 - CEO/Owner – Alan Hickling
 - National Compliance Manager – Jasbir Kaur.

Scope of registration:

- *BSB40215 Certificate IV in Business*
- *BSB50215 Diploma of Business*
- *BSB60215 Advanced Diploma of Business*
- *AUR31516 Certificate III in Automotive Diesel Engine Technology*
- *AUR30316 Certificate III in Automotive Electrical Technology*
- *AUR31016 Certificate III in Automotive Sales*
- *AUR31116 Certificate III in Heavy Commercial Vehicle Mechanical Technology*
- *AUR30616 Certificate III in Light Vehicle Mechanical Technology*
- *AUR40216 Certificate IV in Automotive Mechanical Diagnosis*
- *AUR50216 Diploma of Automotive Technology.*

Suburb and state of all delivery locations:

- 158 Burgundy Street Heidelberg Victoria
- Unit 2, 29 Cameron Street Brunswick Victoria (an automotive workshop).

Third party usage:

- three education agents are listed on PRISMS.

Core clients/target groups:

- Future target focus will be overseas students (primarily from India, Sri Lanka and Nepal) who are interested in undertaking automotive programs.

Training Revenue (Funded or fee for service):

- Fee for service – overseas students

Total number of current enrolments as at audit date:

- three current enrolments.

In preparing the audit report, consideration has been given and reference made, where relevant, to:

- Information provided by students as part of a student survey or interview.
- Information provided directly by Melbourne Institute of Training and Technology to ASQA
- Existing information and records held by ASQA concerning Melbourne Institute of Training and Technology
- Information provided to ASQA's auditors and documentation reviewed during the site audit of Melbourne Institute of Training and Technology conducted on 29 August 2018.
- Other publicly available information - including but not limited to, information published on the organisation's and third party websites.

Audit Sample

Code	Training products	Mode/s of delivery / assessment*	Current students
AUR30616	<i>Certificate III in Light Vehicle Mechanical Technology</i>	Face to face	2
AUR40216	<i>Certificate IV in Automotive Mechanical Diagnosis</i>	Face to face	1
BSB50215	<i>Diploma of Business</i>	Face to face	0

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

Interviewees

Name	Position	Training products
Alan Hickling	CEO/Owner	All
Jasbir Kaur	National Compliance Manager	All
Tony Macri	Trainer & Assessor – Automotive	Automotive qualifications

About this Report

This report details findings against the *Standards for Registered Training Organisations 2015* (Standards for RTOs 2015). If non-compliance has been identified, this report describes evidence of the non-compliance.

Where non-compliance has been identified, the Registered Training Organisation is accountable for identifying and correcting non-compliant practices and behaviours, particularly those that have had a negative impact on learners.

Correcting non-compliance may require:

- correcting a process or system that has led to the non-compliance, and implementing a revised process or system
- identifying the impact on learners and carrying out remedial action for current and past learners.

