



Declaration RTO Amendment

Form

Declaration by chief executive

I certify that:

1. where addition to scope has been requested in Section 2:
 - 1.1. strategies for the delivery of training and assessment have been developed through effective consultation with industry for each training program and/or product sought in this application for each indicated delivery location.
 - 1.2. the RTO has access to sufficient trainers to deliver each training product sought in this application, each of whom possesses all relevant and required vocational and training/assessment competencies for the training products they will deliver or assess.
 - 1.3. the RTO has access to sufficient, industry-relevant resources and materials to train and assess all training products sought in this application at each indicated delivery location.
 - 1.4. I will ensure that this RTO will comply with all requirements of the VET Quality Framework as relevant to the training products in this application, upon registration.
2. where removal from scope has been requested in Section 2:
 - 2.1. all students enrolled in those training package qualifications, accredited courses, units of competency, modules and skill sets have completed their required training and have been issued with the Australian Qualifications Framework (AQF) qualifications or statements of attainment to which they are entitled.
 - 2.2. where existing students have not been able to complete their studies, arrangements have been made to transfer students to another RTO **OR** to another qualification within the same RTO prior to making this application.
 - 2.3. prior to the transfer to another RTO, affected students were formally notified of the arrangements and their agreement to those arrangements—including any refund of fees required—was obtained.

(Please note that training products cannot be removed from an RTO's scope of registration without these requirements having been met).
3. I understand that the Australian Skills Quality Authority (AQSA), as the national VET regulator (NVR), may share information about my RTO's compliance—and this application—with other state and territory registering bodies and with other relevant agencies in accordance with the provisions of the *National Vocational Education and Training Regulator Act 2011* (the Act) and the requirements of the *Standards for VET Regulators 2015*.

Chief executive			
Name:			
Signature:		Date:	
Witness			
Name:			
Organisation (if not employee of RTO):			
Signature:		Date:	