



# HYFLEX SKILLS

SECURING STUDENT SUCCESS  
SKILLING FOR THE FUTURE!



**BSB20120 CERTIFICATE II  
IN WORKPLACE SKILLS**

**CHC22015 CERTIFICATE II  
IN COMMUNITY SERVICES**

**ICT20120 CERTIFICATE II  
IN APPLIED DIGITAL TECHNOLOGIES**

**QCE CREDITS WITH CONFIDENCE!**



## PROGRAM OVERVIEW

Welcome to HYFLEX SKILLS – The Work Skills training program tailored to meet the needs of Senior High School students. HyFlex Skills provides schools with an innovative and flexible Vocational Training option, supporting student success and offering Nationally Accredited Certificate II Level Qualifications and QCE credits!

Available for students in Years 10 – 12, HyFlex Skills training enhances the student experience and success rate.

- Innovative engaging learning resources and a user-friendly self-assessing learning platform to maximise participation
- Programming aligned with Queensland Department of Education and Independent Schools models of effective Learning and Wellbeing Frameworks
- Students career development, preparing students with job-ready skills for employment in entry level positions in a variety of industries where workforce growth and employment opportunities are high
- Up to 4 QCE Credits\* per Certificate II Qualification
- Flexible, adaptable delivery model suited to the modern School environment
- Qualification bundling option to streamline a fast-track to meaningful student outcomes

*\* QCE credits are ascribed by QCAA in consideration of individual students learning accounts*

## AVAILABLE COURSES



**BSB20120 Certificate II in Workplace Skills**



**ICT20120 Certificate II in Applied Digital Technologies**



**CHC22015 Certificate II in Community Services**

## HOW THE PROGRAM WORKS

Schools can easily increase and enhance their range and variety of course offerings for students by giving them more opportunities to choose high quality Vocational Training with HyFlex Skills.

- Students can select one or more HyFlex Skills Certificate II qualifications
- Fast track the second qualification if enrolling in both the BSB and ICT qualifications
- Flexible and adaptable to the individual school environment, training is delivered via a User Friendly online platform
- Learner Resources are presented as a series of short, engaging, self-assessing Learning Bytes
- Supplementary Assessments are completed with schoolteacher supervision and school teachers complete and submit observation reports to Skills Generation who will assess the students' work. Supervising School teachers DO NOT require a TAE!
- Schools receive weekly reports detailing students' progress
- On successful completion of a qualification, students receive a Nationally Accredited Certificate II and may be eligible for up to 4 QCE credits as nominated by QCAA.

## ABOUT OUR COURSES

**BSB20120 Certificate II in Workplace Skills:** An introduction to Workplace Skills, this course prepares and equips students to be job ready for entry level roles in a wide variety of business environments and industry sectors. Students gain knowledge and acquire skills that employers value. Examples of skills include:

- Critical thinking and problem solving
- Supporting personal wellbeing in the workplace
- Planning and applying time management
- Delivering services to customers
- Working effectively in business environments

**ICT20120 Certificate II in Applied Digital Technologies:** An introduction to Digital Technologies, students will develop digital literacy skills and knowledge that can be applied in the workplace in a wide variety of business settings and industry sectors. Examples of skills include:

- Cyber Security
- Use of computer operating systems and hardware
- Participation in sustainable and diverse work practices
- Delivering services to customers
- Working effectively in business environments

**CHC22015 Certificate II in Community Services:** Ideal for those students who are passionate about making a positive difference in their communities and are looking for a rewarding career involving helping others. Students will gain foundation knowledge and skills to support their pathway to entry level roles within the diverse Community Services Sector – including Youth Work, Disability and Aged Care. Examples of skills include:

- Organise and complete daily work activities
- Work with diverse people
- Participate in workplace health and safety
- Communicate and work in health and community services
- How to manage personal stress in the workplace

## COURSE FEES

HyFlex Skills includes Fee for Service options and VETiS funded options for students and schools.

### VETiS Qualification:

*CHC22015 Certificate II in Community Services*

Funded by the Queensland Department of Education, Small Business and Training (DESBT) VET investment budget.

Students may be eligible for VETiS funding if they meet the following criteria:

- Students are either Australian or New Zealand Citizens or Permanent Residents
- Students are in either year 10, 11 or 12 when they participate in the course
- Students have not previously utilised VETiS funding

Students can speak to their school's VET Coordinator to check their eligibility for VETiS funding.

### Fee For Service:

*BSB20120 Certificate II in Workplace Skills*

*ICT20120 Certificate II in Applied Digital Technologies*

\$450.00 per student per qualification or \$800.00 in total if they choose to do both.



# Who do I Contact?

## Business Enquiries

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## General Enquiries

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