

Program and Course/Unit Data Form (VET)

Add / Alter / Remove courses/units from an existing program

Program Details

Enrolment Year: _____ Department Name: _____

National Program Code: _____ Program Code: _____

Internal Course Code (Internal Accreditation Only): _____ Default Push Hours: _____

Unit details

- If adding more than 6 units please provide a copy of the training package / curriculum document with units highlighted
- Additional units are required to be updated in relevant Training and Assessment Strategy (TAS) for the qualification and the updated TAS must be recorded in ECM
- Units identified as Credit Transfer Only do not need to be added to the TAS as they have not been approved for delivery. These units will not be published on Course Finder or available for other enrolments.

	National / Internal Unit	Unit Title	Unit Hours	Core / Elective (C / E)	Add / Remove	Please provide relevant ECM approval document ID	Credit Transfer Only
1							
2							
3							
4							
5							
6							

Details of Person Completing Form

Print Name	
Extension No.	
Date	

Education Manager or Associate Director

Print Name	
Extension No.	
Date	
Authorising Signature	