



THE RTO CURRICULUM DEVELOPMENT AND MANAGEMENT POLICY

1 PURPOSE AND SCOPE

- 1.1 The Curriculum Development and Management Policy outlines the principles and framework for The RTO to ensure the content and learning activities of its qualifications and units are high quality, and to provide for continuous improvement in the quality of teaching and learning.
- 1.2 This Policy provides for the planning , development, review and deletion/withdraw al of qualifications and unit s.
- 1.3 This Policy applies to all nationally recognised qualifications and units in the scope of registration of The RTO.

2 DEFINITIONS

- 2.1 For the purposes of this Policy and associated Proceduqualification.
 - 2.1.4 RTO – Registered Training Organisation.
 - 2.1.5 Services– training, assessment, related educational and any activities related to the marketing or recruitment of
 - 2.1.6 The Board – Western Sydney University Enterprises Boa
 - 2.1.7 The College– Western Sydney University Enterprises PT Western Sydney University The College.
 - 2.1.8 The University – Western Sydney University.
 - 2.1.9 Course Advisory Groups (CAG)– designated Course Adv to ensure that new and existing courses are feasible, ali and responsive to TheRTO’s strategic direction. Differen are guided and reviewed by separate CAGsCAG membe staff from the RTO, College and University, employer an representatives from the relevant field/sector of the Train
 - 2.1.10 Senior Management Team– Western Sydney University Team and Directors of the Divisions within the College.



2.1.11 Training Package – define the skills and knowledge needed by a candidate to perform a job. They contain the compone



feedback. All recommendations from the Course Advisory Groups are submitted to The RTO Committee for



4.7.2 After the five-year review or an interim review , qualifications , units and assessments may be amended, approved or withdrawn as recommended by the designated Course Advisory Group. Any recommendations are presented to The RTO Committee for approval .

4.8 The RTO may discontinue or terminate a qualification and unit where the qualification and unit is:

4.8.1 no longer viable and The RTO does not consider that the qualification and/or unit warrants continuation; or

4.8.2 to be replaced by another qualification and/or unit , and that replacement has been approved.

4.9 Staff and students are consulted about any proposal/requirement to discontinue or terminate a qualification and/or unit



- 5.2 The RTO Director will initiate proposals and lead the development of new qualifications and units.
- 5.3 The various Course Advisory Groups are responsible for providing oversight of the



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STATUS AND DETAILS

Status	Current		
Version	1		
Effective Date	10 March 2021		
Review Date	10 March 2024		
Approval Policy	The College Senior Management Team		
Governing Authority	Western Sydney University Enterprises Board		
Endorsed by	The RTO Committee		
Unit Responsible	The College Registered Training Organisation		
Enquiries Contact	The College RTO E: рто@westernsydney.edu.au		
Available On	SharePoint		Website
Policy Code	POL_ACA_001		
Policy Category	Academic		
Related Documents, including Legislation/Policies/Procedures	<p>The RTO Quality Assurance and Continuous Improvement Policy</p> <p>The RTO Quality Assurance and Continuous Improvement Procedure</p> <p>The RTO Assessment Policy</p> <p>The RTO Assessment Procedure</p> <p>The RTO Assessment Validation Policy</p> <p>The RTO Assessment Validation Procedure</p> <p>The RTO Student Complaints and Appeals Policy</p> <p>The RTO Student Complaints and Appeals Procedure</p> <p>The RTO Records Management Policy</p> <p>The RTO Records Management Procedure</p> <p>Education Services to Overseas Students Act 2000</p> <p>Education Services to Overseas Students Regulations 2001</p>		



	<p>National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007 (National Code 2007)</p> <p>Australian Quality Framework (AQF)</p> <p>Standards for Registered Training Organisations (RTOs) 2015</p>
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Summary of Changes from Previous Version