



**Careers
Australia**

Our Experience - Your Education

UEE50707 Diploma of Renewable Energy Engineering

UEE31307 Certificate III in Refrigeration & Air-Conditioning

COURSE HANDBOOK

Careers Australia Institute of Training
ABN 30 122 082 204
RTO 31470
CRICOS Provider 03026K (QLD)

Contents

1	Entry requirements.....	3
	Age requirements.....	3
	Language requirements	3
	Academic recognition.....	3
2	Course information.....	3
	Course structure.....	3
	Requirements to achieve a qualification.....	4
	Course timetable.....	6
	Teaching methodology.....	6
	Assessment and grading.....	6
	Academic Progress	7

1 Entry requirements

Age requirements

The age requirement for entry into Careers Australia Institute of Training International Programs is 18 years and over.

Language requirements

English is the language of instruction at Careers Australia Institute of Training (“the Institute”) and proficiency in speaking, listening, reading and writing English is essential. The International English Language Testing System (IELTS) is the preferred English language proficiency qualification but the Institute may accept other evidence of proficiency in English in individual cases.

The Institute requires all students whose first language is not English to provide formal evidence of their English competency with an IELTS test. This test must be current within the last two years. Where evidence of a suitable test result can not be provided, the Institute reserves the right to deny the application until the language requirement can be met by the applicant.

The minimum level of a student’s English language is a score of not less than 5.5 IELTS (Academic) or equivalent. Please note that while the Institute accepts both IELTS and OET (Occupational English Test), in some countries the Australian Diplomatic Mission may accept only IELTS to determine English language proficiency.

Please check with the Australian Diplomatic Mission in your country to ensure that you are taking the appropriate test. Further information may be accessed from the Australian Department of Immigration and Citizenship www.immi.gov.au or the Australian Government Department of Foreign Affairs and Trade <http://www.dfat.gov.au/missions>

Academic recognition

The Institute requires all students to have a completion of secondary schooling. Students with other qualifications should apply for pre visa course credit recognition assessment. Your qualification details can be forwarded to the Institute for assessment.

2 Course information

The training is conducted under the UEE07 National Training Package. The Institute may alter its course design and structure within the rules of the qualification and endeavours to engage students in such changes as much as practicable.

Any transition from one package to another will be facilitated to minimise disruption to students. Changes to course requirements may require changes to course fees, and students will be responsible to meet any fee increases associated with such changes as and when they fall due.

Course structure

The Certificate III in Refrigeration and Air-Conditioning course is designed to give the student key skills including how to select components, install, set up, test, fault find, repair and maintain refrigeration systems and equipment that apply to food storage and preservation, air conditioning and air distribution equipment in buildings and premises.

The Diploma of Renewable Energy Engineering course is designed to give the student key Renewable Energy skills to develop, select, commission, maintain and diagnose faults/malfunctions on large scale renewable energy equipment and systems.

Practical theory sessions form student’s compulsory timetable and are designed to give each student specialised support in their studies and cultural transition to Australia.

Requirements to achieve a qualification
UEE31307 Certificate III in Refrigeration and Air-Conditioning

To be issued with UEE31307 Certificate III in Refrigeration and Air-Conditioning, the student must undertake and successfully complete all units of competency in the program and Vocational Placement.

Unit of Competency Code	Unit of Competency Name	RPL Fee
UEENEEE001B	Apply OHS practices in the workplace	\$202
UEENEEO001B	Maintain documentation	\$202
UEENEEO002B	Source and purchase material/parts for installation or service jobs	\$202
UEENEEE038B	Participate in development and follow a personal competency development plan	\$202
UEENEEE002B	Dismantle, assemble and fabricate electrotechnology components	\$202
UEENEEE003B	Solve problems in extra-low voltage single path circuits	\$202
UEENEEE037B	Document occupational hazards and risks in electrotechnology	\$202
UEENEEE005B	Fix and secure equipment	\$202
UEENEEE007B	Use drawings, diagrams, schedules and manuals	\$202
UEENEEJ003B	Determine the basic operating conditions of vapour compression systems	\$202
UEENEEJ004B	Determine the basic operating conditions of air conditioning systems	\$202
UEENEEE036B	Document occupational hazards and risks in refrigeration and Air conditioning	\$202
UEENEEO025B	Participate in refrigeration and air conditioning work and competency development activities	\$202
UEENEEJ010B	Select refrigeration pipe/tube, accessories and associated controls	\$202
UEENEEJ006B	Install pipe work for refrigeration and air conditioning systems	\$202
UEENEEJ002B	Prepare refrigeration tubing and fittings	\$202
UEENEEA006B	Apply lead-free soldering techniques	\$202
UEPOPS234A	Perform Routine Oxyacetylene (Fuel Gas) Welding	\$202
UENEEEP002B	Attach cords and plugs to electrical equipment for connection to a single phase 250 Volt supply	\$202
UENEEEP003B	Attach cords and plugs to electrical equipment for connection to 1000 V a.c. or 1500 V d.c. supply	\$202
UEENEEJ053B	Find and rectify faults in appliance motors and associated controls	\$202
UENEEEP007B	Locate and rectify faults in electrical low voltage equipment following prescribed procedures	\$202
UENEEEP001B	Disconnect and reconnect fixed wired electrical equipment connected to a low voltage supply	\$202
UEENEEJ007B	Install refrigeration and air conditioning systems, major components and associated equipment	\$202
UEENEEJ008B	Recover, pressure and leak test, evacuate and charge refrigerants	\$202

Unit of Competency Code	Unit of Competency Name	RPL Fee
UEENEEJ072B	Recover, pressure and leak test, evacuate and charge refrigerants – split air conditioning systems	\$202
UEENEEJ011B	Diagnose and rectify faults in refrigeration and air conditioning systems and components	\$202
UEENEEJ070B	Diagnose and rectify faults in refrigeration and air conditioning control systems	\$202
UEENEEJ013B	Commission refrigeration and air conditioning systems	\$202
UEENEEJ009B	Verify compliance and functionality of refrigeration and air conditioning installations	\$202
UEENEEJ036B	Evaluate and report on energy management	\$202
	Vocational Placement	

UEE50707 Diploma of Renewable Energy Engineering

To be issued with UEE50707 Diploma of Renewable Energy Engineering, the student must undertake and successfully complete all units of competency in the program and Vocational Placement.

Unit of Competency Code	Unit of Competency Name	RPL Fee
UEENEEE017B	Implement and monitor OHS policies and procedures	\$328
UEENEEE024B	Compile and produce an electrotechnology report	\$328
UEENEEE038B	Participate in development and follow a personal competency development plan	\$328
UEENEEE074B	Write specifications for renewable energy projects	\$328
UEENEEG005B	Verify compliance and functionality of general electrical installations	\$328
BSBFLM510B	Facilitate and capitalise on change and innovation	\$328
UEENEEE020B	Provide basic instruction in the use of electrotechnology apparatus	\$328
UEENEEK027B	Diagnose faults in renewable energy control systems	\$328
UEENEEK028B	Solve problems in stand-alone renewable energy systems	\$328
UEENEEK030B	Solve problems in wind energy conversion systems	\$328
UEENEEK031B	Design wind energy conversion systems rated to 10 kW.	\$328
UEENEEK033B	Design set up hybrid power systems	\$328
UEENEEK029B	Design renewable energy heating systems	\$328
UEENEEK023B	Carry out basic repairs to renewable energy apparatus by replacement of components	\$328
UEENEEK025B	Solve basic problems in photovoltaic energy apparatus	\$328
UEENEEE019B	Solve problems in multiple path a.c. circuits	\$328
UEENEEK043A	Install small wind energy conversion systems for stand-alone application	\$328
UEENEEK024B	Assemble and set up photovoltaic apparatus in domestic dwellings	\$328
UEENEEK034B	Install standalone photovoltaic power systems	\$328
	Vocational Placement	

Course timetable

The Certificate III in Refrigeration and Air-Conditioning will be delivered and assessed over one year in two semesters and is considered to be full time. The Diploma of Renewable Energy Engineering will also be delivered and assessed over one year in 2 semesters and is also considered to be full time. In addition students may undertake Vocational Placement at regular times during their studies.

To maximise your opportunity for success, students are expected to attend each scheduled session. The minimum class contact hours are 20 hours per week. It is expected that for every hour of class contact time, you will need to complete a minimum of one ½ hour self study time in order to meet the course requirements. If a student is absent from two or more consecutive sessions, a medical certificate is required and a counseling session is available.

Students are encouraged to manage their time and study habits efficiently to allow sufficient time for relaxing, catching up with family and friends, hobbies and fun.

Teaching methodology

Teaching will be conducted in two distinct modes: Theory and Practical. However, these modes will be interlaced with some theoretical information delivered during Practical sessions in order to provide students with the required links between the underpinning knowledge and skills required to achieve competency in any particular task. Also, during purely theoretical subjects activities such as role-plays may be conducted in order that students may apply knowledge and practice skills.

The Certificate III in Refrigeration and Air Conditioning and the Diploma of Renewable Energy Engineering are based on the practical application of skills and knowledge and use effective training methodology in cases of individual or small group settings.

Whichever delivery mode is used, the emphasis is on practical based applications. With the support of learning materials, the course is delivered through a range of modes, including:

- Face to face facilitation
- Independent learning
- Group based workshops and discussions
- Simulated sessions

Assessment and grading

Assessment evidence considers how the person brings together:

- Knowledge
- An understanding of the work context
- A decision about what to do
- Attitudes, values and ethics as well as what the person actually did to perform the role.

Assessment methodology may include:

- Practical Sessions
- Short answer/multiple choice questions
- Assignments
- Examinations
- Oral presentations
- Live and Simulated Service techniques
- Live and simulated repair techniques
- Role play
- Question and answer (verbal or written)
- Visual presentation

Re-assessment

Any re-assessment is conducted as soon as practicable after you have been informed of the requirement to be re-assessed and have been given the opportunity to be re-trained and assimilate the training if required. You are re-assessed in only the areas assessed NYC and re-assessment is made under the same conditions as the original assessment. It is at the trainer's discretion to re-assess the entire assessment should it be demonstrated an overall understanding of this unit has not been achieved.

The **grading system** of the Certificate III program is either Competency Achieved (CA) or Not Yet Competency (NYC).

Academic Progress

CAIT has a Duty of Care which extends to monitoring student academic performance. CAIT has procedures in place to help meet student course progress requirements. If a student is identified as not making satisfactory course progress an intervention support program will be implemented.

International students are expected to achieve the following minimum requirements in order to meet the satisfactory course progress requirements:

- A grade of Competent in at least 50% of class assessment
- Satisfactory attendance at scheduled classes

Students will not progress to the next study period unless satisfactory course progress is made in the previous study period. Attendance at Tutorials allows students with unsatisfactory course progress to achieve competency in any subjects not passed.