

National Recognition

Surf Life Saving Western Australia Inc. (SLSWA) will recognise all Australian Qualification Framework qualifications and statements of attainment issued by all other registered training organisations within Australia.

SLSWA will check that the stated registered training organisation is able to actually issue the qualification or statement of attainment presented. SLSWA acknowledges that from time to time, this information may not be able to be verified and in that situation, SLSWA will accept the submitted document on face value.

Procedure

- The Marketing Coordinator will ensure that all information and marketing material that is provided to all students whether they be current or potential contains advice that SLSWA will recognise all AQF qualifications and statements of attainment issued by other registered training organisations prior to authorising the distribution of the said student information and marketing materials. This includes but is not limited to flyers, course prospectuses, brochures and web sites
- The HR Manager will ensure that all SLSWA employees either full-time or contract have been informed of their obligations in relation to national recognition.
- SLSWA students who will be seeking national recognition for an AQF qualification and or statements of attainment awarded to them by another recognised training organisation are required to:
 - Fill out an SLSWA Recognition of Prior Learning (RPL) form stating what units of competency or qualification they wish to gain national recognition for
 - Present the original documents for copying or appropriately verified copies of original documents (this meaning a copy of the original document sighted and signed off this fact by a registered JP) Copies of the presented document and the RPL application will be kept on the individual student's file.
- The Training Manager or the designated employee will validate the AQF qualification and or statement of attainment presented for national recognition by:
 - Contacting the issuing registered training organisation to confirm that the document is authentic.
 - Check the issuing registered training organisation on the National Training Information Service website to confirm that the issuing organisation is still registered and that their existing scope of registration allows for the issuing of the presented AQF qualification or statement of attainment
- All verified AQF qualifications and statements of attainment will be appropriately recorded.

In a situation where the RTO Compliance Officer or designated employee has any concerns with the level of competence of the person who has been issued the qualification or statement of attainment a number of options are available:

- Contact the issuing registered training organisation and discuss the concerns
- Contact TAC in relation to the concern and lodge the concern in writing