

AQTF Competency Completion Summary 2013

RTO Number	3687
RTO Name	The Centre of Excellence
Offshore Indicator	No
Year	2013

Course Enrolments and Completions per State

State	Enrolments	Completions
NSW	0	0
VIC	335	101
QLD	0	0
SA	0	0
WA	0	0
TAS	0	0
NT	0	0
ACT	0	0
Other	0	0
	335	101

Module Enrolments and Completions per State

State	Enrolments	Completions		
		Total	SoA	Cert
NSW	0	0	0	0
VIC	4385	3897	498	1574
QLD	0	0	0	0
SA	0	0	0	0
WA	0	0	0	0
TAS	0	0	0	0
NT	0	0	0	0
ACT	0	0	0	0
Other	0	0	0	0
	4385	3897	498	1574

Documents Created

Summary Document	c:\users\laptop\desktop\ted\aqtf\2013\summary.rtf
Organisation file	c:\users\laptop\desktop\ted\aqtf\2013\rto.txt
Qualification activity file	c:\users\laptop\desktop\ted\aqtf\2013\course.txt
Units/Modules activity file	c:\users\laptop\desktop\ted\aqtf\2013\module.txt

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The Export files can be imported directly into the *Competency Completion Online System* (<http://rto.ncver.edu.au/>).

Please Note: If you need to answer **Yes** to the Offshore Indicator, please update that manually on the *Competency Completion Online System* after uploading the above files.

Course Enrolments and Completions in VIC

Ident	Course	Enrolments	Completions
WRB50105	DIPLOMA OF BEAUTY THERAPY	4	3
WRH30109	Certificate III in Hairdressing	11	11
SIB30110	Certificate III in Beauty Services	40	11
SIH30111	Certificate III in Hairdressing	96	12
WRB30104	Certificate III in Beauty Services	1	1
SIB40110	Certificate IV in Beauty Therapy	86	8
SIB50110	Diploma of Beauty Therapy	21	13
TAE40110	Certificate IV in Training and Assessment	40	32
SIB20210	Certificate II in Nail Technology	15	2
SIB20110	Certificate II in Retail Make-Up and Skin Care	9	2
WRH20109	Certificate II in Hairdressing	1	0
SIB50210	Diploma of Salon Management	1	0
SIH20111	Certificate II in Hairdressing	10	6
		335	101

Module Enrolments and Completions in VIC

Ident	Module	Enrolments	Completions		
			Total	SoA	Cert
BSBCMM401A	Make a presentation	34	32	0	31
BSBMGT502B	Manage people performance	5	5	0	5
BSBSMB403A	Market the small business	13	9	0	9
BSBSUS201A	Participate in environmentally sustainable work practices	113	98	14	22
HLTREM6A	PROVIDE THE MASSAGE TREATMENT	1	1	0	1
HLTREM7A	PLAN THE MASSAGE TREATMENT	1	1	0	1
SIBBBOS401A	Perform body massage	35	30	1	19
SIBBBOS402A	Provide body treatments	14	13	0	12
SIBBBOS403A	Perform aromatherapy massage	10	9	0	9
SIBBBOS504A	Apply aromatic plant oil chemistry to beauty treatments	10	9	0	9
SIBBBOS505A	Blend and apply a range of aromatic plant oils for beauty treatments	9	9	0	9
SIBBBOS506A	Use reflexology relaxation techniques in beauty treatments	15	13	0	12
SIBBCCS301A	Apply the principles of skin biology to beauty treatments	104	93	10	27
SIBBCCS302A	Advise on beauty services	96	83	7	25
SIBBCCS403A	Recognise body structures and systems in a beauty therapy context	59	56	2	19
SIBBCCS404A	Work in a skin therapies framework	61	58	3	19
SIBBCCS405A	Develop treatment plans	60	57	2	17
SIBBCCS406A	Use electricity in beauty therapy treatments	12	12	0	12
SIBBCCS407A	Interpret the chemical composition and physical actions of cosmetic products	9	9	0	9
SIBBCCS408A	Promote healthy nutritional options in a beauty therapy context	10	9	0	9
SIBBFAS201A	Demonstrate retail skin care products	50	35	3	22
SIBBFAS302A	Provide lash and brow treatments	100	86	9	24
SIBBFAS303A	Design and apply remedial camouflage make-up	1	1	0	0
SIBBFAS404A	Provide facial treatments	29	24	0	19
SIBBFAS405A	Provide advanced facial treatment	13	12	0	12
SIBBHRS301A	Perform waxing treatments	105	88	12	25
SIBBHRS502A	Perform female intimate waxing treatments	20	15	3	11
SIBBNLS201A	Work in a nail services framework	78	70	8	25
SIBBNLS202A	Provide manicure and pedicure services	87	74	8	25
SIBBNLS203A	Apply ultraviolet gel nail enhancement	63	54	5	21
SIBBNLS204A	Apply acrylic nail enhancement	59	50	5	20
SIBBNLS205A	Apply nail art	54	49	4	20
SIBBNLS206A	Use electric file equipment for nails	42	40	3	17
SIBBRES201A	Research and apply beauty industry information	52	36	1	22
SIBBSPA502A	Plan spa programs	7	7	0	7
SIBBSPA505A	Provide indian head massage for relaxation	14	12	0	12
SIBXCCS201A	Conduct financial transactions	213	186	35	37
SIBXCCS202A	Provide services to clients	212	186	35	37
SIBXFAS201A	Design and apply make-up	95	77	5	29
SIBXPSM501A	Lead teams in a personal services environment	4	4	0	4
SIBXPSM503A	Promote a personal services business	13	9	0	9
SIBXRES501A	Investigate new products and services	15	12	0	12
SIHHBAS201A	Perform shampoo and basin treatment services	72	65	10	19
SIHHCCS201A	Greet and prepare clients for salon services	9	6	0	6
SIHHCCS302A	Perform a full client consultation	47	45	6	17
SIHHCCS303A	Respond to service related and technical problems	47	44	5	17
SIHHCLS201A	Apply Hair Colour Products	1	1	0	1
SIHHCLS302A	Colour and lighten hair	35	33	6	17
SIHHCLS303A	Design and perform full and partial highlighting techniques	35	32	5	17
SIHHCLS304A	Neutralise unwanted colours and tones	33	30	4	17
SIHHCLS305A	Perform on scalp full head and retouch bleach services	33	31	5	17
SIHHHCS301A	Design haircut structures	24	24	5	12
SIHHHCS302A	Apply one length or solid haircut structures	26	25	5	12
SIHHHCS303A	Apply graduated haircut structures	22	22	5	12
SIHHHCS304A	Apply layered haircut structures	27	26	4	15
SIHHHCS305A	Apply over-comb techniques	23	23	5	15
SIHHHCS306A	Combine structures for current haircut designs	24	24	5	16
SIHHHCS307A	Combine structures for traditional and classic men's haircut designs	24	24	5	16
SIHHHDS201A	Dry hair to shape	9	6	0	6
SIHHHDS303A	Design and apply short to medium length hair design finishes	46	39	6	12
SIHHHDS304A	Design and apply classic long hair up styles	44	37	5	12
SIHHHRS302A	Perform chemical curling and volumising services	16	14	0	14
SIHHHRS303A	Perform chemical straightening and relaxing services	14	12	0	12
SIHHHRS304A	Perform protein straightening and relaxing treatments	13	12	1	11
SIHHHSC301A	Apply the principles of hairdressing science	56	54	10	12
SIHHHSC302A	Identify and treat hair and scalp conditions	59	56	9	12
SIHHIND201A	Maintain and organise tools , equipment and work areas	85	78	14	14
SIHHIND303A	Coordinate clients and services	25	22	3	13
SIHHIND304A	Develop and expand a client base	22	20	3	13
SIHHOHS201A	Apply salon safety procedures	85	77	14	14
SIRXCLM001A	Organise and maintain work areas	122	112	25	21
SIRXCOM001A	Communicate in the Workplace	208	187	36	38
SIRXIND001A	Work effectively in a retail environment	210	191	36	39
SIRXINV001A	Perform stock control procedures	27	17	4	7

Ident	Module	Enrolments	Completions		
			Total	SoA	Cert
SIRXMER001A	Merchandise products	90	75	9	17
SIRXMER003A	Monitor in-store visual merchandising display	7	2	0	2
SIRXMER005A	Create a Display	8	3	0	2
SIRXOHS001A	Apply safe working practices	127	118	26	23
SIRXRPK002A	Recommend hair, beauty and cosmetic products and services	79	66	7	14
SIRXSLS001A	Sell products and services	133	115	25	26
SIRXSLS002A	Advise on products and services	66	59	7	8
TAEASS301B	Contribute to assessment	34	32	0	31
TAEASS401B	Plan assessment activities and processes	35	33	0	32
TAEASS402B	Assess competence	35	33	0	32
TAEASS403B	Participate in assessment validation	35	33	0	32
TAEDEL401A	Plan, organise and deliver group-based learning	35	33	0	32
TAEDEL402A	Plan, organise and facilitate learning in the workplace	35	33	0	32
TAEDES401A	Design and develop learning programs	35	33	0	32
TAEDES402A	Use training packages and accredited courses to meet client needs	35	33	0	32
TAELLN411	Address adult language, literacy and numeracy skills	1	1	0	1
TAETAS401A	Maintain training and assessment information	34	32	0	31
WRBBS202A	APPLY GEL NAIL ENHANCEMENT	1	1	0	1
WRBCS407A	DEVELOP A TREATMENT PLAN FOR BEAUTY THERAPY TREATMENTS	2	2	0	2
WRBCS513B	INVESTIGATE NEW PRODUCTS AND SERVICES	1	1	0	1
WRBFS407B	PROVIDE ADVANCED FACIAL TREATMENTS	4	4	0	4
WRBSS302B	PROVIDE TEMPORARY EPILATION AND BLEACHING TREATMENT	1	1	0	1
WRHCL302A	COLOUR AND LIGHTEN HAIR	1	1	0	1
WRHCL303B	DESIGN AND PERFORM FULL AND PARTIAL HIGHLIGHTING TECHNIQUES	1	1	0	1
WRHCL304A	PERFORM COLOUR CORRECTION	2	2	0	2
WRHCL305B	PERFORM ON SCALP FULL HEAD AND RE-TOUCH BLEACH SERVICES	2	2	0	2
WRHCR303B	PERFORM CHEMICAL STRAIGHTENING AND RELAXING SERVICES	1	1	0	1
WRHCS202B	MAINTAIN TOOLS AND EQUIPMENT	3	3	2	1
WRHCS204A	MAINTAIN AND ORGANISE WORK AREAS	3	3	2	1
WRHHD303A	DESIGN AND APPLY SHORT TO MEDIUM-LENGTH HAIR DESIGN FINISHES	1	1	0	1
WRHHD304A	DESIGN AND APPLY LONG HAIR DESIGN FINISHES	5	5	2	3
WRHWP302A	OPERATE EFFECTIVELY AS A HAIRDRESSER IN A SALON WORK TEAM	13	13	2	11
		4385	3897	498	1574