

Six Monthly Progress Report January - June 2014



INTRODUCTION

It is my pleasure to submit the Six Monthly Progress Report for the period January to June 2014 produced by the Australia-Pacific Technical College (APTC) Corporate and Student Services (CSS) office in response to the APTC contractual reporting responsibilities outlined in the APTC-DFAT contract and associated Scope of Services.

During this reporting period the APTC has continued to make strong progress against the strategic focus areas implemented since the commencement of Stage II and the activities being undertaken to contribute to the ongoing success of the APTC, these are:

- ▶ *Sustainability* – ensuring the ongoing viability of the APTC project
- ▶ *Business systems and processes* – improving operational efficiencies and customer service
- ▶ *Teaching and learning support* – improving APTC's core business outcomes
- ▶ *Communications, public relations and reach* – implementing a targeted, multi-level communication and marketing strategy
- ▶ *Monitoring and evaluation* – improving reporting and better capturing the outcomes of activities

The report shows that the APTC responds to the demand for skilled and qualified workers in a range of industry sectors. The focus of the APTC continues to be to provide programs that respond to the labour market needs of the Pacific Island countries and against the APTC goals to improve participation and outcomes in:

Training	increased supply of skilled workers in targeted sectors in the Pacific region;
Employment	Pacific Islander women and men with Australian qualifications realise improved employment opportunities nationally, regionally and internationally in targeted sectors; and
Productivity	increased productivity of individuals and organisations in targeted industries and sectors.

This Six Monthly Progress Report is submitted on behalf of the APTC Managing Contractor Consortium Board.

Denise O'Brien

Chief Executive Officer

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Executive Summary

This is the third Six Monthly Progress Report and is for the period January to June 2014. The report is produced by the APTC Corporate and Student Services (CSS) office and responds to the APTC contractual reporting responsibilities outlined in the APTC-DFAT contract and associated Scope of Services. The main focus of the project is the delivery of quality training in support of regional growth and productivity by supporting Pacific Island men and women to obtain skills for work in the paid economy and to support the development of the TVET sector in the Pacific.

During the first half of 2014 APTC has continued to achieve strong outcomes against the Performance Assessment Framework and Scope of Services contractual requirements. The report shows that APTC is on track to deliver an increased target of 4200 graduates. Feedback from APTC Student Tracer surveys report that 91% of graduates were satisfied with their course and that graduates continue to have high employability with 92% in employment at the time of the survey. Eighty-six percent of employers surveyed reported that graduates had improved the work standards of other employees or improved the productivity of their organisations.

In line with the Business Strategies and Key Initiatives the report confirms that the APTC has delivered a number of strategic outcomes. These have included:

- ▶ expansion of existing partnerships with Pacific TVET institutions to support capacity and capability development
- ▶ signed new training partnership agreements with TVET and industry partners
- ▶ continued to implement the aims and objectives of the APTC Nationalisation Strategy
- ▶ continued to implement the Business Development Strategy and Commercialisation Strategy
- ▶ improved business processes and systems
- ▶ reviewed the language, literacy and numeracy program
- ▶ implemented the APTC Communications Strategy
- ▶ improved monitoring and evaluation outputs and undertaken Value for Money research

APTC has expanded training delivery across campuses and locations. This has been achieved within the contractual requirements of the project. In addition there has been a strong investment in building the APTC workforce and to having a stronger presence of Pacific Islanders in the workforce. Development of the APTC Training Profile continues to be strongly linked to the specific labour requirements of participating Pacific Island countries.

APTC has contributed to the strengthening of the local TVET institutions and supported the development of TVET qualification frameworks in the Pacific with the provision of capacity and capability development strategies and support

Report Summary

Introduction

Delivering quality training in support of regional economic growth and productivity continues to be the key focus of the Australia-Pacific Technical College (APTC). This six monthly report has adopted the format introduced for the 2013-2014 Annual Report and Plan (ARP).

The report focuses on the strategic activities that are contributing to the ongoing success of the APTC and addresses the mandatory reporting requirement to report against the Performance Assessment Framework (PAF). The reporting structure reflects the APTC Business Strategies and Key Initiatives implemented since the commencement of Stage II and the activities being undertaken to contribute to the ongoing success of the APTC are centered on:

- ▶ *Sustainability* – ensuring the ongoing viability of the APTC project
- ▶ *Business systems and processes* – improving operational efficiencies and customer service
- ▶ *Teaching and learning support* – improving APTC's core business outcomes
- ▶ *Communications, public relations and reach* – implementing a targeted, multi-level communication and marketing strategy
- ▶ *Monitoring and evaluation* – improving reporting and better capturing the outcomes of activities

Longer-term Sustainability of APTC

The major component of the long term sustainability of the APTC will be the ability to develop partnerships. In the main, these partnerships will be with Pacific TVET institutions and industries. These will have a major focus on the development of capacity and capability within these organisations to deliver quality TVET programs, products or services.

The increased capability of Pacific TVET institutions will enable an increased confidence in the delivery of the qualifications frameworks operating across the Pacific. This will support a shift in the training profile of APTC to provide pathway programs for the higher level skills gap training at the Certificate III and above level to be delivered by APTC.

In this reporting period there has been continued development across all partnership agreements as well as the development of a number of new partnerships with: Ahopanilolo Technical Institute in Tonga, University of South Pacific in Fiji, Palau Community College, European Union Support for the Sugar Industry Program (SSIP) and the Textile Clothing and Footwear Council in Fiji.

The Nationalisation Strategy continues to be implemented with an increase in the number of national trainers. At 30 June 2014 there were seven national trainers: five in Fiji and two in Samoa. By the end of 2014 there will be a total of twelve national trainers: seven in Fiji, two in Samoa and three in Vanuatu. A total of twenty-one national trainers are planned for appointment by 30 June 2015: twelve in Fiji, four in Samoa, three in Vanuatu and two in PNG.

To support newly appointed national trainers in the delivery of classes, as well as backfilling in case of illness and for succession planning purposes the creation of a new classification - Trainer Support Assistant has been implemented.

The biannual tutor reclassification process was completed in February 2014. All tutors eligible for reclassification have been provided with a contract variation, with seventeen tutors being reclassified during the review.

The APTC Business Development Strategy (BDS) is the third critical element for the long term sustainability of the APTC. This strategy was reviewed for presentation to the DFAT-APTC Advisory Group (AG) meeting in May 2014. This strategy has continued to achieve outcomes against targets during this reporting period.

Business systems and processes

All approved documents now reside on the APTC SharePoint site which is facilitating easier remote site access, and enhancing system functionality by allowing users to interactively input, download and track documents.

The Customer Relationship Management (CRM) system and the student results system EduPoint have been operational for twelve months and now form the platform for the management and reporting of student data for APTC. All historical student data from TAFE Queensland East Coast and Box Hill Institute student administration systems has been transferred into the APTC EMIS. The data transfer exercise revealed a number of issues with data inconsistencies, and the CSS Data Team has now reconciled all data.

Teaching and learning support

The new Learning Support Facilitators (LSFs) are now in place and have developed a strong Community of Practice (CoP). The new LLN tests are providing a higher level of diagnostic information which enables LSFs to work collaboratively with vocational trainers to implement an integrated approach to the delivery of LLN support. The diagnostic information is provided to trainers at the commencement of classes and the LSF and vocational trainer are able to jointly develop strategies for ensuring targeted support is provided to all students.

The LMS platform MyVillage has been utilised extensively for staff and APTC partners professional development activities. It has been used to deliver the training to meet the new compliance requirement for all academic staff to hold a unit in LLN practice.

New Communities of Practice have been established in each teaching area to facilitate online communication, sharing of resources, moderation and continuous improvement for teachers working in similar vocational areas across the region. The increased staff utilisation of MyVillage for individual professional development provides an excellent foundation as MyVillage is rolled out to appropriate student groups.

The capacity of vocational trainers to support LLN has been increased with the majority undertaking accredited LLN training through the LLN Bytes course using the MyVillage resource. Most trainers and tutors completed TAELLN401A, and a number are also in the process of completing the Diploma level TAELLN501B unit.

The Alumni Strategy has been developed and outlines the current direction for the alumni. Chapters are established in a number of countries and form a network across the Pacific. The Chapters are organised to: connect alumni back to the College by keeping them informed, engaged, and involved in the alumni network and the College; offer relevant programs and services to alumni including opportunities for fellowship, socialising, professional development and networking; assist and support APTC Alumni Association in its overall mission and goals and promote APTC in each Chapter's community.

Samoa alumni are trialling a buddy system where alumni members "adopt" international students while they are in Samoa. The students are invited to the family for meals, church services, weekends, etc. Alumni believe this is a way they can contribute to the current student body. They also believe that loneliness and boredom can be overcome with this initiative.

Communications, public relations and reach

The Communications Strategy is in place with the initial focus of the Implementation Plan being: the increase of tuition fee places through a marketing plan for targeted industry sectors and the development of an end to end approach to customer service - from application to alumni. Changes are ensuring responsiveness, competence, sensitivity and consistency.

APTC has completed the rebranding of existing documentation and promotional material to reflect the move from Australian Aid to DFAT.

An internal promotion plan has been completed for Vanuatu and includes the production of course brochures and associated printed materials and promotional activities utilising the APTC web site and other media outlets. The plan also includes sessions to provide industry-specific course information and participation in industry and community events.

APTCs social media presence has continued to improve: LinkedIn has 253 followers, YouTube has 323 views, Facebook has over 1000 "Likes" and APTC Alumni Facebook which was launched on 14 March 2014 has 331 followers.

Monitoring and evaluation

In this reporting period the APTC has continued to achieve strong outcomes against the Performance Assessment Framework and Scope of Services contractual requirements. The report shows that APTC is on track to deliver an increased target of 4200 graduates. Feedback from APTC Student end of course surveys continue to report high levels of satisfaction with their course delivery and content and student services.

The APTC Training Profile (TP) provides a single source of information for program delivery. The TP is adjusted to meet emergent training demands and delivery amendments, with only the most current version of the profile available for use.

Two of the three programs identified in the feasibility studies undertaken to inform the expansion of the APTC Health and Community Services training profile have commenced. They are: Certificate III in Allied Health Assistance/Certificate III in Health Services Assistance and the Certificate IV in Community Development.

The third program identified in the feasibility studies was Certificate III in Nutrition and Dietetic Assistance and this program is planned to commence in Samoa on 14 July 2014.

In addition, in semester two 2014 there will be an expansion of programs in Solomon Islands to deliver the following:

- ▶ Certificate III in Formwork/Falsework
- ▶ Certificate III in Automotive Technology (Light Vehicles)
- ▶ Certificate III in Children's Services.

As a consequence of the information provided to APTC by the longitudinal study report produced by the National Centre for Vocational Education Research (NCVER), APTC commissioned a Value for Money (VfM) assessment to provide an evaluation of APTC's impact in the Pacific. The VfM was produced by the Effective Development Group and was made available to APTC during this reporting period.

VfM is a term used to assess whether or not an organisation has obtained the maximum benefit from the goods and services it both acquires and provides, within the resources available to it. It not only measures the cost of goods and services, but also takes account of the mix of quality, cost, resource use, fitness for purpose, timeliness, and convenience to judge whether or not they constitute good value.

The VfM assessment report confirmed that APTC is delivering on its outcome targets and is deemed to be effective in its operation. An assessment of cost effectiveness between both project stages and both results streams showed that the cost of direct training provided by APTC has decreased between Stage I and Stage II.

SECTION 1.0 – SUSTAINABILITY

(Scope of Services 2.2 (j), 7.3, 10.1- 10.5, 15.2, 5.15, 5.16, 5.17, 9.1, 9.2 8.9, 15.2 (b))

The ongoing focus on sustainability to reduce the longer term reliance of the APTC on aid funding is being operationalised through increased emphasis on partnership development, expansion of supportive initiatives for the TVET sector and the continued implementation of the nationalisation and business development strategies.

1.1 Partnerships

APTC has continued the development of partnerships across the Pacific, with a view to contributing to the enhancement of TVET capacity, both in professional expertise and in facilities development. The status of each partnership agreement is outlined in the Annex 3.0 - Status of Partnership Agreements.

During this reporting period there has been a strengthening of existing partnerships with additional student enrolments, and expenditure dedicated to facilities upgrade and renewal. New partnerships have also been a focus with the signing of agreements with University of the South Pacific in Fiji, Ahopaniolo Technical Institute in Tonga, Palau Community College, DFAT to deliver the EU Support to the Sugar Industry Program (SSIP) and the Textile Clothing and Footwear Council of Fiji (TCFC).

1.1.2 Ongoing Partnerships

Don Bosco Technical Institute (DBTI)

The Don Bosco partnership has been cemented with the enrolment of two groups of students into the Certificate II in Automotive Technology (twenty-six students) and the Certificate II in Construction (twenty-two students) programs with APTC. These students will be eligible to apply for entry into the corresponding APTC Certificate III programs which will be commencing in July 2014.

Kiribati Institute of Technology (KIT)

The first cohort of sixteen KIT Certificate II in Carpentry graduates who completed their Certificate III in Construction in Fiji have now all gained employment. The second cohort of sixteen carpentry students have commenced their Certificate III in Construction in Fiji, and the first cohort of sixteen students studying the Certificate III in Automotive will commence in semester two 2014.

Planning is underway to establish additional training programs and pathway options for KIT graduates. Capability development programs have also been delivered in the Certificate IV in TAE for KIT staff.

Vivekananda Technical College (VTC)

APTC signed a Memorandum of Agreement with Vivekananda Technical Centre (VTC) in Fiji in August 2013. The partnership commenced delivery of the Certificate II in Automotive Technology and the Certificate II in Cookery to VTC students in semester one 2014. Upon completion of their studies, the students will be eligible to apply for entry into the corresponding APTC certificate III programs. APTC trainers are currently working with

VTC teachers to develop resources and map competencies against the national curriculum. APTC has also provided advice regarding the development of VTC training facilities and has delivered professional development for the VTC vocational staff. In July 2014 APTC staff will support VTC in the delivery of a Competency Based Training program to all vocational training staff.

1.1.3 New Partnerships

Ahopanilolo Technical Institute (ATI)

Discussions were conducted with the ATI regarding the delivery of a Certificate III in Aged Care/Certificate III in Health and Community Care pilot with a focus on migration outcomes to Australia. As a result of these initial discussions the pilot program is now planned for delivery in semester two 2014. APTC has been in discussion with various industry and employer groups in Australia and is hopeful that this pilot will result in overseas employment outcomes for the participants.

University of the South Pacific (USP)

The APTC and the USP signed a Memorandum of Agreement at the University's Laucala campus in Suva in February 2014. This partnership reinforces APTC's goals of training, employment and productivity by working with viable partners across the region and supports several of the University's priority areas outlined in its Strategic Plan 2013-2018 such as "Regional and Community Engagement". The signing of this agreement will result in a consolidation of delivery of SHCS programs to Suva. The hospitality training previously undertaken at APTC Namaka and Rakiraki campuses will relocate to the USP site in Suva from July 2014.

Palau Community College (PCC)

APTC has entered into a partnership with the Palau Community College (PCC) to deliver the Certificate II in Hospitality Lodge program. APTC will work with the PCC for one semester to support the development of their capacity and capability. The program has commenced and it is anticipated up to eighteen Palau citizens will complete in September 2014. A highlight of the program will be the opportunity for students to support a range of functions at the 45th Pacific Island Forum.

European Union Support to the Sugar Industry Program (SSIP)

The European Union program has the specific objective to improve the livelihood of the Fiji sugar cane dependent populations by promoting income generation through sugar cane farming or alternatives, and improving communities' accessibility while reducing their exposure to natural risks. DFAT has been awarded the contract to conduct a Training Needs Analysis (TNA) for the sugar industry and to design and deliver subsequent relevant training across the entire sugar supply chain. APTC will deliver this program on behalf of DFAT over a four-year period. The project has commenced with the engagement of an APTC Senior Advisor, and the appointment of an officer to conduct the initial TNA in the third quarter of 2014.

In undertaking the initial components of the TNA, the APTC has established a strong working relationship with the Fiji Sugar Corporation (FSC) at the corporate level and within the four sugar mills. APTC will complete the TNA by engaging with the supply side of the sugar industry and working with

FSC to engage with the farmer advisory services, Fairtrade and growers councils with the aim to improve the productivity of the land based side of the industry. Following the TNA, training is expected to be implemented from 2015 after the 2014 sugar crushing season.

Textile Clothing and Footwear Council of Fiji (TCFC)

A Memorandum of Agreement has been actioned between APTC and the Textile Clothing and Footwear Council of Fiji (TCFC) to deliver the Certificate III in Applied Fashion Design and Technology as a work-based training pilot to twenty-five existing workers in the manufacturing industry in Suva. The pilot program commenced 3 March 2014 and will conclude 24 October 2014.

All candidates in the pilot program were identified and nominated by their respective participating employers. The participating companies are Mark One Apparel, Lyndhurst, United Apparel, Classic Apparel, Performance Flootation Devices, Ranjit Garments, Intimate Apparel and Outfitters Fiji.

The success of this pilot largely depends on the participant companies' commitment to a culture of training and to an agreed scheduled release of staff to attend APTC sessions. Both parties to this MOA acknowledge that it is a shared responsibility training model.

1.2 Supporting the TVET Sector

1.2.1 Vanuatu Institute of Technology (VIT) Quality Coaching Program

To assist the Vanuatu Institute of Technology (VIT) in meeting the requirements for registration as a training provider, and to enhance the training and assessment quality improvement cycle at VIT APTC provided the services of a quality coach through its training partnership with VIT.

The coaching role supported VIT to establish a quality system to meet the requirements of the Vanuatu National Training Council (VNTC), and to develop systems and processes that ensure continuous improvement practices are being undertaken within VIT's administration, training and assessment and student services areas. The program included:

- ▶ Support to the Quality Systems Officer (QSO) in the development of quality system policies and procedures
- ▶ Coach QSO in the use of a systematic approach to quality systems set up and maintenance
- ▶ Coach QSO in audit and compliance conditions according to VNTC registration requirements and the broader needs for continuous improvement
- ▶ Support the Principal and Deputy Principals in the implementation of a quality system
- ▶ Support the QSO to monitor the implementation of policies and procedures
- ▶ Assist the QSO to develop key policies and procedures required for urgent audit rectification
- ▶ Provide advice and support to QMS users including training workshops for staff
- ▶ Provide ongoing support to the QSO using Skype and other digital technologies

Coaching was provided over a six week period. VIT have successfully designed their quality system, and policies and procedures have been implemented or reviewed. A quality management team has been established to monitor the ongoing quality improvement process. Both the APTC Country Manager Vanuatu and the quality coach were invited to provide a presentation on the process that had been implemented to support VIT to the Ministry for Education.

The model has now been further developed using funding from the Vanuatu TVET Sector Strengthening Program and expanded to other training providers across Vanuatu.

1.2.2 PNG Office of Higher Education

Negotiations are current underway with the Office of Higher Education to provide training for capacity development across a number of vocational areas.

1.2.3 National Training Authority Registrations

APTC has all relevant registration with national training authorities for either new programs or extensions of registration.

Fiji National Provident Fund

APTC continues to wait for confirmation of its application to become an Approved Education Institute (AEI) in Fiji. As of June 2014, the application resides with the FNPF for consideration at their Board meeting. APTC has supplied numerous additional documents requested by the Board, and an outcome has been pending since semester two, 2013.

PNG National Apprenticeship and Trade Testing Board (NATTB)

APTC has been appointed to the NATTB, and was invited to register its trainers as Trade Assessors to promote trade recognition for APTC PNG graduates. Trade Assessor training for sixteen APTC educational staff in PNG was conducted on 11 – 12 July.

1.3 Nationalisation Strategy

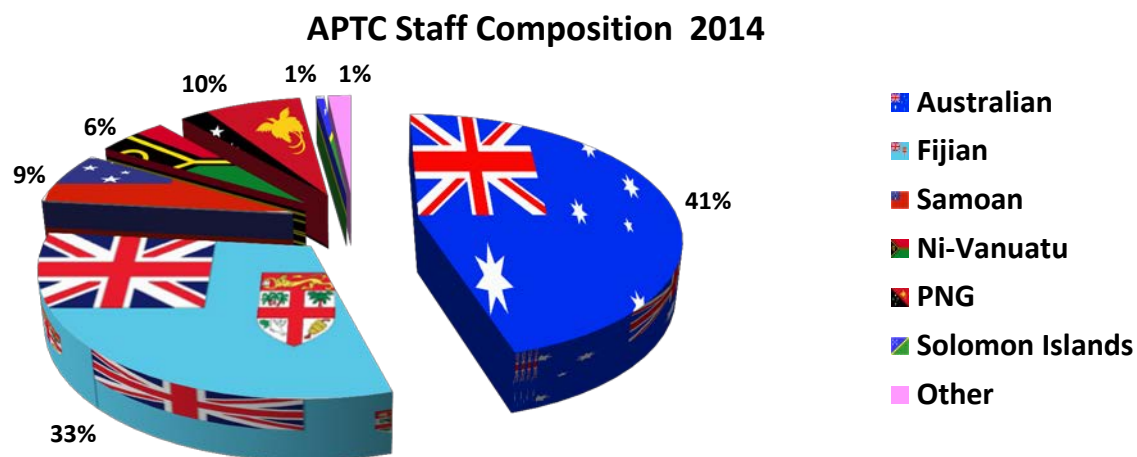
The Nationalisation Strategy continues to be implemented with an increase in the number of national trainers. At 30 June 2014 there were seven national trainers: five in Fiji and two in Samoa. By the end of 2014 there will be a total of twelve national trainers: seven in Fiji, two in Samoa and three in Vanuatu. A total of twenty-one national trainers are planned for appointment by 30 June 2015: 12 in Fiji, 4 in Samoa, 3 in Vanuatu and 2 in PNG.

The biannual tutor reclassification process was completed in February 2014. All tutors eligible for reclassification have been provided with a contract variation, with seventeen tutors being reclassified during the review. As a consequence of the nationalisation of positions expatriate trainers are either being redeployed to accommodate flexibility in the training profile or contracts are not being renewed. APTC will have actioned eight repatriations by the beginning of July 2014, with a further four outplacements instigated for national tutors due to resting of training programs. Transition plans have been introduced to support the handover of delivery from expatriate trainers to national trainers.

To support newly appointed national trainers in the delivery of classes, as well as backfilling in case of illness and for succession planning purposes the creation of a new classification - Trainer Support Assistant has been implemented. The Trainer Support Assistant position will be offered to APTC graduates only, and will be for a maximum period of twelve months. Individuals will have the opportunity to obtain the Certificate IV in Training and Assessment during this time.

Table 1 – Staffing Levels by Citizenship

Citizenship	June 2012	June 2013	June 2014
Australia	64	80	80
Fiji	41	55	65
Samoa	13	12	17
Ni-Vanuatu	6	9	11
PNG	9	16	20
Solomon Islands	-	1	2
Other	4	3	1
Total	137	176	196



The Centre for Professional Development Capability Development Priority Plan which commenced in January 2014 covers training needs for the final eighteen months of Stage II and supports the Nationalisation Strategy with capability development and capacity building activities, such as:

Certificate IV in Training and Assessment:

- ▶ six tutors in Samoa
- ▶ three tutors in Fiji
- ▶ seven tutors in PNG
- ▶ one LLN facilitator in Vanuatu

Training for academic staff:

- ▶ Advanced Facilitation – two units from the diploma
- ▶ two LLN units from the diploma
- ▶ Advanced Assessment – two units from the diploma
- ▶ Lync training across all locations

Administration staff are studying two units from the Certificate IV in Business, additional units to be offered over the 18 month period.

Individual opportunities for capability development have included:

- ▶ Painting and Decorating trainer and tutor in Australia for industry experience
- ▶ Executive Assistant shadowing a Melbourne based Executive Assistant
- ▶ two national trainers commenced online training in Project Management
- ▶ trainers and tutors completed local industry placements
- ▶ CSS staff completed a variety of work related courses both locally and in Australia

Academic staff currently participating in the following programs offered through the CPD:

- ▶ Advanced Facilitation – two units from the Diploma
- ▶ Getting Online – two units from the Diploma
- ▶ LLN – two units from the Diploma
- ▶ TAE programs in Fiji, Vanuatu, Samoa and PNG
- ▶ coaching program for trainers

In addition, twenty-five staff completed emergent activities outside of those planned as part of the overall Capability Development Priority Plan. Over one hundred staff indicated their intention to complete units from either the Certificate IV in Business or the Diploma of VET with eighty-five currently enrolled.

1.4 Business Development Strategy (BDS)

The overarching principle of the BDS continues to be the full utilisation of the project budget to ensure the maximisation of TVET capacity and capability development in the Pacific by the Australian Government via the APTC program.

The BDS is a working document to guide the implementation of approved strategies and to progressively report outcomes. As such there have been a number of revisions of the BDS.

The first version of the BDS was provided to DFAT in February 2012 as an inclusion to the Annual Report and Plan 2011-2012.

The second version of the BDS was presented to, and unanimously endorsed by the DFAT-APTC Advisory Group (AG) in October 2012. A revised BDS was provided to DFAT and approved as an inclusion in the Annual Report and Plan 2012-2013 and endorsed by the AG in May 2013. The BDS was revised and endorsed by the AG at the May 2014 meeting.

It is recognised that there is potential for many unforeseen circumstances to impact on the BDS initiatives and accordingly, the APTC Management will seek DFAT approval to vary the priorities, the scope of each proposal and/or budget as circumstances require. The main elements of the BDS include:

- ▶ commercialisation strategy
- ▶ tuition fees generation
- ▶ operational efficiencies and productivity
- ▶ increased graduate target
- ▶ nationalisation strategy
- ▶ institutional partnership in Fiji - USP
- ▶ Solomon Islands strategy
- ▶ PNG strategy - POMTech site re-development and partnership
- ▶ Kiribati Institute of Technology (KIT) partnership agreement
- ▶ institutional partnership in Tonga
- ▶ institutional partnership in Palau

1.5 DFAT-APTC Advisory Group (AG)

The AG principal responsibility is to provide advice on a range of industry and TVET issues for the Pacific region to DFAT. Membership of the AG includes: representatives of Pacific Island governments, industry, industry associations and private sector organisations, Australian industry peak associations and other key stakeholders.

The most recent AG meeting was held in Vanuatu 7 - 9 May 2014, and was chaired by John Davidson, Minister Counsellor, Regional Pacific Development, Department of Foreign Affairs and Trade.

The meeting focused on the impact of the APTC program in Vanuatu and across the Pacific. AG representatives were provided with an opportunity to present training related issues pertinent to their own countries. Topics discussed included:

- ▶ local economic outlook
- ▶ local and/or regional economic development initiatives
- ▶ labour market direction and employment initiatives
- ▶ emerging growth areas
- ▶ social and economic impact of APTC on development
- ▶ TVET development

Attendees also participated in workshop sessions, providing input and insight into:

- ▶ APTC's contribution to adding value to industry, economic development and trade in Vanuatu and the Pacific
- ▶ labour mobility update, employment demand and TVET
- ▶ APTC's benefit to the Pacific and other national economies, employers and TVET
- ▶ the cost-effective options/alternatives to delivering internationally accredited TVET qualifications that are demand driven for Pacific people
- ▶ the influence of the regional and international context on the employment outcomes for APTC graduates

SECTION 2.0 IMPROVED SYSTEMS AND PROCESSES

(Scope of Services 5.20 (b), (l-m), (p), (q))

2.1 APTC – Quality Management System (QMS)

The APTC - QMS contains the College policies, work instructions, forms and supporting documents. All approved documents now reside on the APTC SharePoint site which is facilitating easier remote site access, and enhancing system functionality, allowing users to interactively input, download and track documents.

In the coming semester, many of the existing policies and work instructions are due for their annual review, and these will be revised through the documented processes. This work is currently being supported by the appointment of an STA who is revising policies and procedures related to the EMIS system as well as redesigning templates to facilitate better document implementation. There has been a specific focus on the development of processes to ensure improved customer service outcomes from application lodgement to alumni (A2A).

2.2 APTC Work Plan

Project objectives are tracked through the management of the APTC Work Plan, which links with the Performance Assessment Framework to provide an assessment of progress against contract deliverables.

The Work Plan is regularly updated by members of the APTC Leadership Team through the provision of Country Reports, Working Groups and LT meetings, and is employed as the prime source of information for providing APTC reports.

2.3 Education Management Information System (EMIS)

The Customer Relationship Management (CRM) system and the student results system EduPoint have been operational for twelve months and now form the platform for the management and reporting of student data for APTC. All historical student data from TAFE Queensland East Coast and Box Hill Institute student administration systems has been transferred into the APTC EMIS. The data transfer exercise revealed a number of issues with data inconsistencies, and the CSS Data Team has now reconciled all data.

Due to RTO system architecture the automated exchange of data is not possible, future data updates will be scheduled each semester through the software vendor Eclipse.

The Data Team continues to develop processes and work instructions to support the efficient use of the CRM and EduPoint systems. Additional training to system users will be rolled out as required.

2.4 Annual Policy Review Cycle

Continued work on the development of policies and work instructions has improved consistency across the College and provides clarity for all staff across aspects of the APTC business.

In this period the following policies, work instructions and forms have been developed:

Documents Developed or Reviewed			
QWI-DM-266	User Access to CRM (Client Relationship Management System) Work Instruction	QF-QS-299	Delivery Team Meeting Minutes and Action Plan Template
QWI-DM-031	Receipt and Processing of Applications for Admission and Scholarship Work Instruction	QF-QS-308	Form Template (Portrait)
QWI-DM-039	Responding to Enquiries Work Instruction	QF-QS-309	Form Template (Landscape)
QWI-DM-040	Admissions Documentation Filing Work Instruction	QF-DM-313	New Application Summary Sheet
QWI-DM-115	Version Control Work Instruction	QF-SS-112	APTC Student Registration and Orientation Form
QWI-QS-271	Learner Profile Development Work Instruction	QF-SS-119	APTC Student Orientation Feedback Form
QWI-CS-102	Social Media Work Instruction	QF-QS-151	Paper Based Record Destruction Form
QWI-SS-028	Graduation Work Instruction	QF-QS-300	Paper Based Record Archiving Form
QWI-HR-295	Outplacement Program Work Instruction	QF-DM-159	End of Course Feedback Report Issues Response Form
QWI-DM-269	Rolls and Records Work Instruction	QF-DM-212	End of Course Learner Survey – Short Course
QWI-QS-301	Managing Sponsorship Requests Work Instruction	QF-DM-312	End of Course Learner Survey Coversheet
QP-QS-063	Refund Policy	QF-DM-307	APTC End of Course Questionnaire
QP-QS-064	Excursion Policy	QF-HR-294	Outplacement Work Plan Template
QP-QS-067	Document Archiving and Destruction Policy	QF-SS-285	Graduation Guest list, Certificate of Appreciation and Keynote Speaker Template
QP-CS-137	Social Media Policy	QF-SS-286	Graduation Briefing Notes (Keynote Speaker) Template
QP-CS-008	Communication Policy	QF-SS-287	Graduation Budget Template
QF-QS-005	Policy Template	QF-SS-288	Graduation Media Requirements Template
QF-QS-006	Work Instruction Template	QF-SS-289	Graduation Booklet Template
QF-QS-10	Meeting Agenda Template	QF-SS-291	Student Invitation Template
QF-QS-11	Meeting Minutes Template	QF-SS-292	Guest Invitation Template
QF-QS-297	Chief Executive Officer Brief Note Template	QF-SS-293	Certificate of Appreciate Template
QF-QS-298	Delivery Team Meeting Agenda Template	QF-MC-310	Sponsorship Request Form
QP-QS-067	Document Archiving and Destruction Policy	QF-MC-311	Sponsorship Register

SECTION 3.0 TRAINING AND LEARNING SERVICES

(Scope of Services 2.12 (e), 5.9 (a), 5.10 (b), 5.10 (c), 5.11 (a) 5.18 (g), 5.18 (h), 5.18 (i), 5.19, 5.22, 5.23, 13.0, 14.0)

3.1 Learning Support Facilitators

The new LSFs are now in place and have developed a strong community of practice. The new LLN tests are providing a higher level of diagnostic information which enables LSFs to work more effectively with vocational trainers to implement an integrated approach to the delivery of LLN support. The diagnostic information is provided to trainers at the commencement of classes and the LSF and vocational trainer are able to jointly develop strategies for ensuring targeted support is provided to all students.

Under the new system of assessing against course LLN benchmarks it is expected that many courses will now be more accessible for students with lower LLN levels as the benchmarks more accurately reflect the skills needed to study the specific course. There will be a review of these outcomes towards the end of 2014 to assess the LLN changes and implement any identified improvements.

3.2 Learning Management System (LMS)

The LMS platform MyVillage has been utilised extensively for staff and APTC partner professional development activities over the past six months. It has been used to deliver the training to meet the new compliance requirement for all academic staff to hold a unit in LLN practice.

New Communities of Practice (CoP) have been established in each teaching area to facilitate online communication, sharing of resources, moderation and continuous improvement for teachers working in similar vocational areas across the region. The increased staff utilisation of MyVillage for individual professional development provides an excellent foundation as MyVillage is rolled out to our student groups.

3.3 Language Literacy and Numeracy

The capacity of staff to support LLN has been increased with the majority of teaching staff undertaking accredited LLN training through the LLN Bytes course using the MyVillage resource. Most trainers and tutors completed TAELLN401A, and a number are also in the process of completing the Diploma level TAELLN501B unit. The training focuses on identifying the LLN skills required in different vocational areas and exploring the range of support that could be provided.

The diagnostic LLN data available from the new initial LLN test is compiled into a Learner Profile that is available before the start of classes. This enables the trainers, tutors and LSFs to work collaboratively to identify potential issues for the whole group as well as individuals who might need additional support.

There are now Learning Support Facilitators (LSF) in Suva (2), Samoa, Vanuatu and PNG. They provide LLN support that is integrated into vocational training and targeted to the needs of the individual and the training cohort. They are also working with the vocational delivery teams to develop strategies and resources to build LLN skills. Remedial services are also being provided to assist students as required.

The LSF brings a higher level of skill to the much needed area of LL&N as previously experienced. This position brings higher diagnostic skills, particularly in the area of English language and writing skills. LSFs will undergo professional development to build their capacity to support vocational numeracy.

Under the new model of support, the role of the LSF is very different from that of the previous LLN tutor role. Previously the LLN tutors worked to either build general LLN skills in everyone, regardless of need, and/or to help individuals who needed to resubmit assessments. The role of the LSF is much more pro-active. They are involved in the planning of delivery and work alongside the trainers and tutors to build the LLN skills needed for the workplace. For this to happen they need to learn as much as possible about the industries they support and be seen as an LLN advisor as well as a learning facilitator. The responsibility for the development of the LLN skills lies with the whole delivery team – not just the LSF. A professional development resource was developed on MyVillage to build the competence of trainers and tutors to support and develop the LLN skills of learners. This resource also allowed APTC to meet future compliance requirements.

3.4 Scholarship Activity Summary

Cross-cutting themes of isolation, gender and disability are captured in the selection process for scholarship, applicants from rural/isolated locations, those with disability and females and males in non-traditional trades receiving priority.

Three successful scholarship rounds were completed in this six month period (January – June) resulting in 557 approved applicants for the School of Hospitality and Community Services and 129 approved applicants for the School of Trades and Technology courses. Not all approved scholarships will be offered immediately but the pre-approved list creates efficiencies, assists recruitment planning, and enables top-up offers to be made when deferrals or declines are received or course start dates are brought forward.

The current Scholarships and Procedures Manual is located on APTC SharePoint and has been separated into a Scholarship Policy and a Scholarship Work Instruction.

3.5 Training Resources

APTC has distributed hospitality learning resources (books and CD packages) to our TVET partners in Fiji, Samoa, Vanuatu, Papua New Guinea and the Solomon Islands. The resources have been generously donated to APTC by Reinhold Forster, CEO of Futura Group Pty Ltd. Futura is well known for its internationally acclaimed hospitality training resources engaging students and facilitating quality training.

3.6 Training Facilities

Fiji

APTC operates utilising MOA's or commercial lease arrangements for its operations, except in Fiji, where there are decentralised facilities. Some programs have delivery from leased premises and others such as FNU Narere and Walu Bay operate from premises owned by Fiji government entities.

After several failed attempts to locate a suitable partner and venue for the APTC electrotechnology program it was relocated to PNG. APTC has made significant improvements and upgraded the facilities of both FNU Narere and PWD Walu Bay to meet Australian qualification requirements.

Rakiraki and Namaka Campus

APTC hospitality training delivered from the Rakiraki Tanoa Hotel and Namaka campus has been relocated to Suva. The recent agreement with the University of the South Pacific (USP) facilitated the relocation to the USP Suva campus. The move will occur during the academic mid-year break, with delivery recommencing in Suva in late July 2014.

Corporate and Student Services

The extension of the CSS office has been completed, enabling an expansion of the CPD training room, which can now accommodate up to twenty-four students.

Vanuatu Campus

Minor works at the Vanuatu campus have been completed to increase space for staff and to refurbishment the toilet facilities to service the larger student cohort.

Solomon Islands Campus

The planned refurbishment of Don Bosco Institute in the Solomon Islands is underway. The carpentry Skills Barn to be used for the Certificate II in Construction program has been ordered and will be installed in the coming months.

The setback in the construction of the Skills Barn was due to the floods that ravaged Honiara in April 2014. At the time of the floods the DBTI facility was used as an evacuation and relief centre. During this time a highlight for the APTC construction students was the opportunity to support the community by constructing a playhouse, see-saw and sand pit for displaced children in the centre.

Samoa Campus

The kitchen facilities in Samoa have been upgraded to comply with Australian training package requirements. The fabrication workshop has been extended, with much of the labour and skills provided by APTC students and graduates.

A second teaching workshop for refrigeration and air conditioning training will soon be made available, with double classes scheduled to commence in semester two, 2014.

PNG Campus

The PNG campus is now the established APTC electrotechnology training centre, with all delivery of the Certificate III in Electrotechnology being from this facility. The addition of a mezzanine floor to an existing workshop will enable the delivery of up to three concurrent blocks.

Construction is now complete at Port Moresby Technical College (POMTech), with training in the Certificate III in Cookery planned to commence on site in early July 2014, increasing to double block delivery in 2015. Hospitality training will be delivered from the facility from August 2014.

An additional eighty beds for student accommodation will be available for occupation by July 2014.

PNG staff has relocated to the Ravuvu site, creating more space on the POMTech site for additional classrooms and a Resource Materials Centre.

3.7 Cross Cutting Implementation

Staff induction and orientation programs have been reviewed and updated this semester and include all cross cutting development issues. Induction of students and staff introduces everyone to access and equity best practice and information. The Student Handbook 2014 is utilised in all locations in all study programs and is accessible via the APTC website. All APTC promotional material reflects the principles of access and equity, and cross-cutting development priorities.

The scholarship selection process has been recently reviewed to improve cross-cutting considerations in the evaluation of student applications.

Student and staff induction plans, APTC Code of Conduct requirements, the 2013 Student Handbook, and the Student Pastoral Care Program have all been reviewed and incorporate cross-cutting issues.

3.8 Alumni

The Alumni Strategy has been developed and outlines the current direction for the alumni. The aim of the strategy is to increase the efficiency and effectiveness of alumni to maximise opportunities for members, the College, and the wider community and to enhance awareness of APTC.

The strategy outlines six strategic goals:

- ▶ improve the efficiency and effectiveness of the Alumni Association/Chapters
- ▶ develop an electronically connected community to improve communication, recognise current students as future alumni and increase engagement with recent graduates
- ▶ support and expand professional networking/development opportunities for alumni members
- ▶ integrate alumni in APTC activities to support building brand awareness and enhance reputation across the Pacific region
- ▶ enhance alumni visibility and awareness

3.8.1 Alumni Chapters

Chapters are established in a number of countries to form a network of the alumni across the Pacific. The Chapters are organised into a unified body to achieve the following:

-
- ▶ connect alumni to the College by keeping them informed, engaged, and involved in the alumni network and the College
 - ▶ offer programs of relevance and service to alumni including opportunities for fellowship, socialising, professional development and networking
 - ▶ assist and support APTC Alumni Association in its overall mission and goals
 - ▶ help promote APTC in each Chapter's community

3.8.2 Alumni Buddy System

Samoa alumni are trialling a buddy system where alumni members “adopt” international students while they are in Samoa. The students are invited to the family for meals, church services, weekends, etc. Alumni believe this is a way they can contribute to the current student body. They also believe that loneliness and boredom can be overcome with this initiative.

SECTION 4.0 COMMUNICATIONS AND PUBLIC RELATIONS

(Scope of Services 5.2, 5.3)

4.1 Highlights

During this reporting period there have been a number of events highlighting APTCs achievements:

- ▶ Parliamentary Secretary to Minister for Foreign Affairs Senator Mason joined with Mr Wini Leka, the First Assistant Secretary TVET in the PNG National Department of Education to conduct the ground-breaking ceremony for the Port Moresby Technical College National Automotive Training Centre, jointly funded by the Australian and Papua New Guinea Governments. Senator Mason commented that: “the APTC shows what can be achieved when governments, development partners, employers and higher learning institutions combine the best that each has to offer, leading to internationally recognised trade qualifications for students and national developments for PNG and the Pacific region.”
- ▶ a group of PNG APTC Carpentry students completed their training in May 2014. This group, previously unemployed, have been accepted to take up employment with Avenel Engineering Services at their project site Tabubil
- ▶ Certificate III and IV in Hospitality graduate Florence Thomas, employed by the Holiday Inn Group in Vanuatu, is being sponsored by her employer to work at the Holiday Inn on the Gold Coast in Queensland, this opportunity will provide valuable work experience and enhance Florence’s knowledge and skill
- ▶ APTC Samoa hospitality and commercial cookery students served a full buffet breakfast for 300 people attending the ANZAC Day Dawn Service hosted by the Australian High Commission and New Zealand High Commission. This included the President, Prime Minister and other dignitaries
- ▶ APTC tourism Vanuatu teamed up with William Angliss TAFE tourism students from Melbourne to host a tourism familiarisation tour of Vanuatu in June 2014. A group of Certificate III in Tourism students funded their own visit to Vanuatu as part of their studies at William Angliss and familiarised themselves with Vanuatu as a tourism destination. APTC students organised tours and transfers for the group and had their skills assessed as part of this activity.

4.2 Communications

APTC impact studies are nearing completion. All twenty impact studies are expected to be completed by the end of August 2014.

The Communications Strategy is in place with the initial focus of the Implementation Plan being the increase of tuition fee places through a marketing plan for targeted industry sectors and the development of an end to end approach to customer service, from application to alumni, ensuring responsiveness, competence, sensitivity and consistency.

APTC has completed the rebranding of existing documentation and promotional material to reflect the move from Australian Aid to DFAT.

An internal promotion plan has been completed for Vanuatu and includes the production of course brochures and associated printed materials and promotional activities utilising the APTC web site and other appropriate media outlets. The plan also includes sessions to provide industry-specific course information and participation in industry and community events.

4.3 Media and PR Activity

Sixty-four media articles, including twenty-eight web stories promoting student activities and campus events, have been released and have been uploaded onto the APTC Internet site in this period.

Country	Web	Print	Website (other than APTC)	DFAT Website
Fiji	9	4		
Samoa	5	13	5	1
PNG	2	1		
Vanuatu	3	15		
Solomon Islands	1	3	1	
Others (Nauru)	1			
TOTAL	21	36	6	1

Annex 5.0 provides a full listing of all media stories published during January to June 2014.

4.4 Social Media

APTC has continued to improve a social media presence. The following sites are being used:

LinkedIn

APTC continues to use LinkedIn as a marketing tool to expand its profile and build its professional network. It is also an avenue to post recruitment activities and advertising.

APTC had 253 followers on LinkedIn. The APTC profile can be found at [APTC LinkedIn](#).

YouTube

APTC shares videos to a large audience of users. The twelve videos uploaded have had 323 views to date, with viewers from as far away as the Netherlands. The APTC account can be found at APTC YouTube.

Facebook

APTC has over 1000 “Likes” on Facebook, emanating from Fiji, PNG, Australia, Samoa, Solomon Islands, New Zealand, Vanuatu, Tonga, USA, Kiribati, Nauru, Marshall Islands, Singapore, Pakistan, Tuvalu, India, Ghana, Malaysia, Sweden, Tanzania, Zimbabwe, Morocco, Ethiopia, Palau, Congo, Philippines, Nepal, Indonesia and United Kingdom. The APTC account can be found at APTC Facebook.

APTC Alumni Facebook

The APTC Alumni Facebook page was launched at the APTC Nadi Graduation 14 March 2014 and the page now has a total of 331 followers.

SECTION 5.0 MONITORING AND EVALUATION

(Scope of Services Section 2.12 (a), 2.12 (b), 5.20 (b), 5.25, 5.26, 5.27, 6.0, 6.1, 6.2, 6.3, 6.4, 6.5, 7.1, 11.1, 11.3, 16.0, 16(2) (a) ii)

Following from the Annual Report and the most recent Quarterly Report, student activity data is now aggregated by country of citizenship across applicable data sets.

Reporting requirements continue to be actioned in accordance with the Scope of Services and DFAT contractual requirements. The following reports have been presented to DFAT during this period:

- ▶ Annual Report and Plan (January)
- ▶ Quarterly Financial Report (April)
- ▶ Quarterly Activity Report (April)
- ▶ APTC Environmental Scan 2014

The End of Course Learner surveys continue to be undertaken with all completing classes, while the 2014 Graduate Student Tracer Survey and the 2014 Employer Survey are currently being conducted. The survey outcomes will be compiled in semester two, with the completed reports supplied to DFAT within the required timelines. Close management of recent surveys has seen a marked improvement in the survey return rate, making the evaluation of the data more statistically reliable.

Compilation of data from the End of Course Learner Surveys for the January – June period is contained within this report.

5.1 Student Activity Data

The collation of Student Activity Data is used to measure the progress of APTC against the requirements outlined in the Scope of Services and is referenced to inform College decision making processes. The student data contained in this report was drawn solely from the Educational Management Information System (EMIS), without recourse to the previously utilised BLUE database. The transition of data from the BLUE database and from parent RTO student administration systems (ISAS and SMART) was completed in May 2014, with all historical records now available on the APTC EMIS for the first time. The improved accessibility of data will ensure improved response times, increased reliability of data sets and improvements in APTC reporting. Throughout the data transition process, there was a significant focus on confirming and updating details held in the BLUE database, resulting in a more accurate student activity profile across stages I and II.

The following analysis provides an update from the information provided in the Quarterly Activity Report for the period January - March 2014. A compilation of the outcomes and the supporting data tables for the period to 30 June 2014 are contained in the tables in Annex 2.0.

5.1.1 Cumulative Enrolment Results (Annex 2.0 – Table 1)

In total 8715 students have been enrolled into APTC programs to date; 4437 in Stage I and 4278 in Stage II. The total enrolments for Stage II represent an increase of 1036 in this reporting period. Overall the gender balance of enrolments stands at 39% females and 61% males. In Stage I females accounted for 36% of all enrolments; for Stage II females represent 40% of all enrolments to date.

In terms of scholarship enrolments; 75% of the students enrolled are APTC scholarship recipients. The gender balance amongst APTC scholarship students is 41% female and 59% male. In Stage I, 41% of all scholarship awardees enrolled were females; for Stage II females represent 41% of all scholarship awardees to date.

Non-scholarship students in Stage II are predominantly employer funded by industry or self or privately funded.

5.1.2 Graduate Outcomes (Annex 2.0 – Table 2)

In total 6208 students have graduated from APTC programs to date; 3531 in Stage I and 2677 in Stage II. The overall gender balance of graduates is 42% females and 58% males. In Stage I, females accounted for 40% of all graduates; for Stage II females have represented 44% of all graduates to date. In the six month period January – June 2014, 535 students have graduated from APTC, whilst 926 have been enrolled and 671 scholarship students have been mobilised.

In terms of scholarship 79% of all graduates were recipients of an APTC scholarship in Stages I and II. For Stage I, 78% of graduates were scholarship recipients whilst for Stage II, 81% of the graduates were scholarship recipients. Females account for 45% of all scholarship graduates - 43% in Stage I and 47% in Stage II to date.

5.1.3 Graduate Employment and Destination Outcomes (Annex 2.0 – Table 3a)

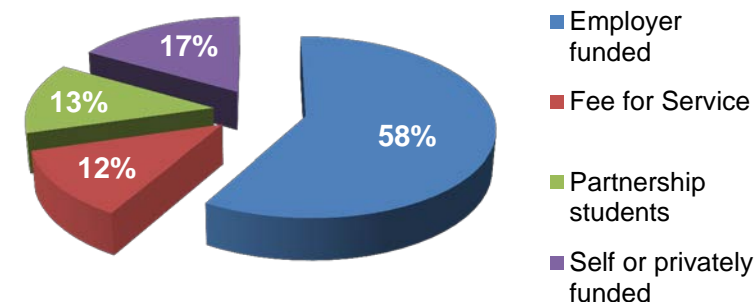
Overall 156 graduates have migrated from their countries of residence/citizenship following completion of their study with APTC.

In Stage II, there have been 74 graduate migrations recorded to date, with graduates from Samoa comprising 32% and Fiji 24% of all migrations. The most popular destinations are New Zealand (32%), Australia (18%) and the United States of America (11%).

5.1.4 Migrated Graduate Qualifications (Annex 2.0 – Table 3b)

The highest numbers of migrants in Stage II are graduates of the Certificate IV in Training and Assessment (12%) and Certificate III in Hospitality (12%), then Certificate III in Patisserie (9%), Certificate III in Tourism (8%) and the Certificate III in Hairdressing (8%). These courses collectively represent 49% of all migrations in Stage II.

Stage II Non-Scholarship Funding Sources



Graduates from the School of Trades and Technology accounted for 26% of all migrations, and the School of Hospitality and Community Services accounted for 74%.

5.1.5 Scholarship and Non-Scholarship Applications (Annex 2.0 – Table 4)

In total 16340 students have applied for a scholarship award to assist with the costs of studying at APTC; 9022 in Stage I and 7318 in Stage II. Overall the gender balance of applications is 43% females and 57% males. A further 1869 applicants in Stage I and 293 applicants in Stage II did not record a scholarship preference in their applications.

In APTC Stage I, females accounted for 43% of all applicants; in Stage II females represent 44% of all applicants. The campus countries generally recorded higher numbers of applications with Fiji leading the list in both stages.

5.1.6 Scholarship Mobilisations (Annex 2.0 – Table 5)

1840 students have been mobilised in Stage II, accounting for 41% of all APTC mobilisations to date. Of these, 43% are female. Mobilisations for the School of Hospitality and Community Services account for 58% of the total Stage II mobilisations.

5.1.7 Scholarship Non-Mobilisations (Annex 2.0 – Table 6a)

In total 270 scholarship award recipients have not mobilised to commence study in an APTC program to date; 199 in Stage I and 71 in Stage II. Reasons provided for non-mobilisation include declining the scholarship offer, not presenting for mobilisation and applicants who deferred study on more than one occasion. Overall, females accounted for 34% of the non-mobilisation of scholarship awards; Stage I – 23%, Stage II – 53% to date.

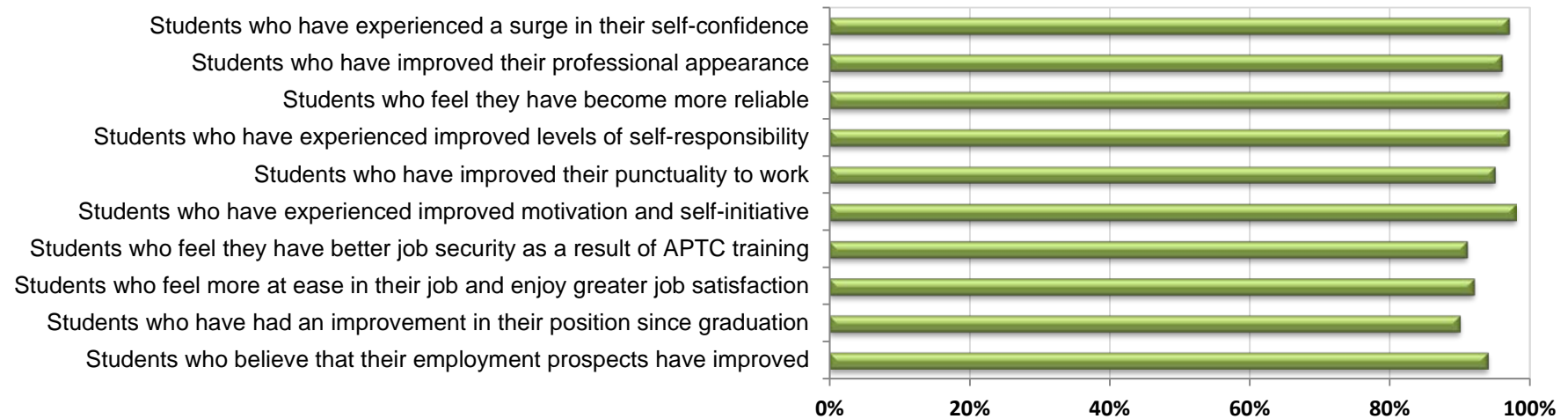
5.1.8 Scholarship Non-Completions (Annex 2.0 – Table 6b)

In total 632 APTC scholarship award recipients started their respective courses but did not complete them; 310 in Stage I and 322 in Stage II to date. Students were recorded as non-complete due to expulsion, personal reasons, ill health or non-progression in study. Overall, females accounted for 30% of the recorded non-completions after enrolment/mobilisation for scholarship awardees; Stage I – 40%, Stage II – 20% to date.

5.2 Student Satisfaction Surveys

5.2.1 APTC Graduate Student Tracer Survey and the Employer Survey

The APTC Graduate Student Tracer Survey and the Employer Survey reports summarise feedback received from former students of APTC, and their employers. Data for the surveys is collected annually through the administration of questionnaires to the relevant student groups. Satisfaction with APTC training has remained high across survey periods; this is reflective of the quality of training received by students, and their enhanced productivity on return to the workplace. The graph below indicates the continuing satisfaction levels in the previous six months.



5.2.2 APTC End of Course Learner Surveys

Results from the End of Course Learner Surveys conducted since the last report show an overall satisfaction rate with course and content delivery of 91%. Additionally, 86% of students were satisfied with the quality of student support services. These results were based on surveys of 618 students. The level of response achieved represents a 100% survey completion rate. The courses which were surveyed are listed below:

School of Hospitality and Community Services		
Course Name	% Satisfied with Course Content and Delivery	% Satisfied with Quality of Student Support Services
Certificate III in Home and Community Care/Aged Care	94%	88%
Certificate III in Children's Services	93%	90%
Certificate III in Children's Services	94%	88%
Certificate III in Children's Services	89%	85%
Certificate III in Hospitality - Commercial Cookery	88%	93%
Certificate III in Hospitality - Commercial Cookery	91%	91%
Certificate III in Hospitality - Commercial Cookery	90%	83%
Diploma of Community Services Work	91%	87%
Diploma of Children's Services	89%	84%
Diploma of Children's Services	97%	90%
Diploma of Management	91%	N/A
Certificate III in Disability	91%	88%
Certificate III in Hairdressing	96%	89%
Certificate III in Hospitality Lodge	90%	84%
Certificate III in Hospitality Lodge	98%	95%
Certificate III in Hospitality Lodge	92%	92%
Certificate III in Hospitality	89%	95%
Certificate IV in Hospitality Supervision	91%	88%
Certificate IV in Hospitality Supervision	92%	83%
Certificate III in Patisserie	97%	90%
Certificate III in Tourism	91%	84%
Certificate III in Tourism	94%	85%
Certificate IV in Youth Work	87%	81%
Certificate IV in Youth Work	93%	86%
SHCS Average	92%	88%

School of Trades and Technology		
Course Name	% Satisfied with Course Content and Delivery	% Satisfied with Quality of Student Support Services
Certificate III in Automotive Mechanical Technology	96%	92%
Certificate III in Automotive Mechanical Technology	92%	86%
Certificate III in Carpentry	92%	83%
Certificate III in Carpentry	86%	82%
Certificate III in Carpentry	93%	84%
Certificate III in Carpentry	92%	83%
Certificate III in Carpentry	86%	65%
Certificate II in Construction	91%	87%
Certificate III in Engineering – Fabrication	88%	90%
Certificate III in Engineering – Fabrication	95%	88%
Certificate III in Engineering – Fabrication	89%	82%
Certificate III in Engineering – Fabrication	97%	94%
Certificate III in Engineering - Fitting & Machining	91%	87%
Certificate III in Engineering - Fitting & Machining	96%	88%
Certificate III in Engineering - Diesel Fitting	91%	78%
Certificate III in Engineering - Diesel Fitting	85%	75%
Certificate III in Engineering - Diesel Fitting	88%	84%
Certificate III in Painting & Decorating	84%	83%
Certificate III in Electrotechnology	85%	82%
Certificate III in Electrotechnology	91%	94%
Certificate III in Wall & Floor Tiling	87%	77%
Certificate III in Wall & Floor Tiling	93%	92%
STT Average	90%	84%

5.3 Training Profile Research and Planning

5.3.1 Demand Driven Training and TVET Delivery

The APTC Training Profile (TP) provides a single source of information for program delivery. The TP is adjusted to meet emergent training demands and delivery amendments, with only the most current version of the profile available for use. The TP is utilised to track the planned delivery of classes and also informs the financial planning and forecasting processes for APTC.

The 2014 - 2015 training profile was determined by evaluating information and evidence collected at the Strategic, Regional; Country and School levels. Sources used to inform the profile include:

- ▶ Scope of Services and Document Design
- ▶ APTC Advisory Group
- ▶ feedback from students and individual employers
- ▶ employer associations
- ▶ PIF Country economic indicators
- ▶ 2014 e-Scan

5.3.2 New Programs Commenced

Two of the three programs identified in the feasibility studies undertaken to inform the expansion of the APTC Health and Community Services training profile have commenced. They are:

- **HLT32412 Certificate III in Allied Health Assistance / HLT32512 Certificate III in Health Services Assistance**

This course is the first health course delivered by APTC and is being delivered in response to the identified significant need for health training across PIF countries, especially in Allied Health. This program will continue to June 2015.

- **Certificate IV in Community Development**

The skills obtained in the Certificate IV in Community Development in Vanuatu assists community members to work together to influence and guide the future of their community. Students learn how to provide a holistic approach to client needs, including social, emotional, psychological and practical support.

Students in the program participate in a broad range of placement activities, three students of the current group have volunteered at the Department of Meteorology and are putting together care packages for Cyclone Luisi affected communities and individuals.

A range of community projects are underway as a component of the work placement program, these include:

- ▶ Crime Prevention Week for the Black Sands Community
- ▶ piloting of the Disaster Management plan in the Erakor Half Road community
- ▶ establishment of a Poultry Project in the Erango Rango
- ▶ delivery of a week-long family protection act initiative to a village in Tanna
- ▶ establishment of an Herbarium for the Department of Forestry
- ▶ development of a “Safety in the Community Manual” for Youth Challenge volunteers
- ▶ Male Advocacy and Domestic Violence Against Women

5.3.3 New Programs Planned

The third program identified in the feasibility studies undertaken to inform the expansion of the APTC Health and Community Services training profile is HLT31512 Certificate III in Nutrition and Dietetic Assistance, programmed to commence in Samoa on 14 July 2014.

In addition, in semester two 2014 there will be an expansion of programs in Solomon Islands to deliver the following:

- ▶ Certificate III in Formwork/Falsework
- ▶ Certificate III in Automotive Technology (Light Vehicles)
- ▶ Certificate III in Children’s Services.

5.4 APTC Value for Money Assessment

As a consequence of the information provided to APTC by the longitudinal study report produced by the National Centre for Vocational Education Research (NCVER), APTC commissioned a Value for Money (VfM) assessment to provide an evaluation of APTC’s impact in the Pacific. The VfM was produced by the Effective Development Group and was made available to APTC during this reporting period.

VfM is a term used to assess whether or not an organisation has obtained the maximum benefit from the goods and services it both acquires and provides, within the resources available to it. It not only measures the cost of goods and services, but also takes account of the mix of quality, cost, resource use, fitness for purpose, timeliness, and convenience to judge whether or not they constitute good value.

Achieving VfM is described in terms of the four Es' - economy, efficiency, effectiveness and equity. The definition of the four Es' in the APTC context relate to:

- ▶ Economy careful use of resources to save expense, time or effort
- ▶ Efficiency delivering the same level of service for less cost, time or effort
- ▶ Effectiveness delivering a better service or getting a better return for the same amount of expense, time or effort
- ▶ Equity how fairly the benefits of the project are distributed

The VfM assessment report confirmed that APTC is delivering on its outcome targets and is deemed to be effective in its operation. An assessment of cost effectiveness between both project stages and both results streams showed that the cost of direct training provided by APTC has decreased between Stage I and Stage II.

SECTION 6.0 RISK MANAGEMENT

(Scope of Services 5.2, 5.3, 16.2(b) (viii))

6.1 Business Risk

A revised APTC Risk Management Plan was presented in the APTC Annual Report and Plan 2013 – 2014, and was further updated at the LT meeting in May 2014. The revised plan more easily identifies risk levels and assigns responsibility for actions emanating from evaluation of the plan.

Risk is identified at a strategic and operational level and managed through the Leadership Team and Governance Group activities. Strategic risks form part of a monthly report to the Managing Contractor Consortium Board (MCCB), as well as operational risks that may from time to time escalate to a higher level risk status due to high ratings on both consequence and likelihood of risk occurring.

6.2 Environmental and Physical Risk

A review of all APTC safety handbooks occurred during this period.

The recent floods in the Solomon Islands put the APTC emergency tree procedures to the test, with all staff reported safe throughout the event. Revised staff contact lists for all locations are issued to all staff via the email network on a monthly basis.

Annex 1.0 Student Activity Data

Table 1 Cumulative Enrolment Data

This table provides a summary of enrolment data disaggregated by country of citizenship, APTC stage, course, campus, gender and scholarship status.

Cook Islands Citizenship - Scholarship & Non-scholarship Cumulative Enrolment - Stage II				
Course Name	Total Enrolments			
	Scholarship		Non-Scholarship	
	Female	Male	Female	Male
School of Hospitality and Community Services	-	-	-	-
School of Hospitality and Community Services Total	0	0	0	0
School of Trades and Technology	-	-	-	-
School of Trades and Technology Total	0	0	0	0
Stage II Total	0	0	0	0
Cumulative Stage I Total	1	0	0	0
Cumulative Stage II Total	0	0	0	0
Cumulative Total	1	0	0	0

Fiji Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Fiji	1	1	108	1
Certificate III in Commercial Cookery	Fiji	2	11	13	44
Certificate III in Disability	Fiji			12	2
Certificate III in Hairdressing	Fiji	3		26	12
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji	1		39	3
Certificate III in Hospitality	Fiji	14	28	16	15
	Samoa			6	3
Certificate III in Hospitality (Lodge)	Fiji			14	4
Certificate III in Patisserie	Fiji	21	15	9	23
Certificate III in Tourism	Samoa			1	1
	Vanuatu			4	2
Certificate IV in Business	Fiji	10	1		
Certificate IV in Disability	Fiji		1	33	9
Certificate IV in Hospitality	Fiji	6	1	20	14
Certificate IV in Training and Assessment	Fiji		4		
	Samoa	1	2		
Certificate IV in Youth Work	Fiji			6	15
Diploma of Children's Services (Early Childhood Education and Care)	Fiji			27	2
	Vanuatu			1	
Diploma of Community Services Work	Fiji			4	2
Diploma of Management	Vanuatu		2		
Diploma of Vocational Education and Training	Fiji	3	7		
School of Hospitality and Community Services Total		62	73	339	152

Fiji Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate III in Applied Fashion Design and Technology	Fiji	20	5		
Certificate III in Automotive Mechanical Technology	Fiji			1	30
Certificate III in Carpentry	Fiji				53
Certificate III in Electrotechnology Electrician	Fiji			1	20
	PNG				1
Certificate III in Engineering - Fabrication Trade	PNG				1
	Samoa			1	47
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			3	84
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji			2	51
	Samoa				4
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				20
Certificate III in Light Vehicle Mechanical Technology	Fiji		1		40
Certificate III in Painting and Decorating	Fiji	1		27	33
Certificate III in Plumbing	Samoa				17
Certificate III in Wall and Floor Tiling	Fiji		1	12	31
Certificate IV in Training and Assessment	Fiji	25	41		
	Kiribati		1		
	Solomon		2		
Certificate III in Light Vehicle Mechanical Technology	Fiji				1
School of Trades and Technology Total		46	51	47	433
Stage II Total		108	124	386	585
Cumulative Stage I Total		149	264	359	656
Cumulative Stage II Total		108	124	386	585
Cumulative Total		257	388	745	1241

FSM Citizenship - Scholarship & Non-scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Scholarship		Non-Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services		-	-	-	-
School of Hospitality and Community Services Total		0	0	0	0
School of Trades and Technology		-	-	-	-
School of Trades and Technology Total		0	0	0	0
Stage II Total		0	0	0	0
Cumulative Stage I Total		2	2	0	0
Cumulative Stage II Total		0	0	0	0
Cumulative Total		2	2	0	0

Kiribati Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Fiji			6	1
Certificate III in Commercial Cookery	Fiji			3	1
Certificate III in Disability	Fiji			1	
Certificate III in Hairdressing	Fiji			2	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			7	
Certificate III in Hospitality	Fiji			1	
Certificate III in Hospitality (Lodge)	Fiji			2	
Certificate III in Patisserie	Fiji			1	
Certificate III in Tourism	Samoa				1
Certificate IV in Hospitality	Fiji			1	
Certificate IV in Training and Assessment	Kiribati	3	28		
Certificate IV in Youth Work	Fiji			5	4
Diploma of Children's Services (Early Childhood Education and Care)	Fiji			1	
Diploma of Community Services Work	Fiji			2	3
	Nauru			4	7
School of Hospitality and Community Services Total		3	28	36	17

Kiribati Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate III in Automotive Mechanical Technology	Fiji				6
Certificate III in Carpentry	Fiji			4	40
Certificate III in Electrotechnology Electrician	Fiji			1	1
Certificate III in Engineering - Fabrication Trade	Samoa			1	2
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				6
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji				1
	Samoa				1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				4
Certificate III in Light Vehicle Mechanical Technology	Fiji				5
Certificate III in Painting and Decorating	Fiji			7	4
Certificate III in Plumbing	Samoa			1	
Certificate III in Wall and Floor Tiling	Fiji			13	1
Certificate IV in Training and Assessment	Kiribati	3	5		
School of Trades and Technology Total		3	5	27	71
Stage II Total		6	33	63	88
Cumulative Stage I Total		1	4	43	39
Cumulative Stage II Total		6	33	63	88
Cumulative Total		7	37	106	127

Marshall Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II			
Course Name	Campus Country	Total Enrolments	
		Scholarship	
		Female	Male
School of Hospitality and Community Services			
Certificate III in Disability	Fiji	1	
Certificate III in Hospitality	Fiji	1	
	Samoa		1
Certificate IV in Youth Work	Fiji	2	1
Diploma of Community Services Work	Vanuatu	2	2
School of Hospitality and Community Services Total		6	4
School of Trades and Technology			
Certificate III in Automotive Mechanical Technology	Fiji		3
Certificate III in Carpentry	Fiji		1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji		1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa		3
Certificate III in Light Vehicle Mechanical Technology	Fiji		1
School of Trades and Technology Total			9
Stage II Total		6	13
Cumulative Stage I Total		11	10
Cumulative Stage II Total		6	13
Cumulative Total		17	23

Nauru Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II				
Course Name	Campus Country	Total Enrolments		
		Non-Scholarship	Scholarship	
		Male	Female	Male
School of Hospitality and Community Services				
Certificate III in Children's Services	Fiji		4	
Certificate III in Disability	Fiji		2	
Certificate III in Patisserie	Fiji		1	
Diploma of Children's Services (Early Childhood Education and Care)	Fiji		4	
Diploma of Community Services Work	Nauru		8	
School of Hospitality and Community Services Total			19	
School of Trades and Technology				
Certificate III in Automotive Mechanical Technology	Fiji			4
Certificate III in Carpentry	Fiji			1
Certificate III in Electrotechnology Electrician	Fiji			1
Certificate III in Engineering - Fabrication Trade	Samoa			2
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			3
Certificate III in Light Vehicle Mechanical Technology	Fiji			1
Certificate III in Painting and Decorating	Fiji		1	
Certificate III in Wall and Floor Tiling	Fiji		2	
School of Trades and Technology Total			3	12
Stage II Total			22	12
Cumulative Stage I Total		1	17	18
Cumulative Stage II Total			22	12
Cumulative Total		1	39	30

Niue Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II			
Course Name	Campus Country	Total Enrolments	
		Scholarship	
		Female	Male
School of Hospitality and Community Services			
Certificate III in Commercial Cookery	Fiji	2	
Certificate III in Hospitality	Fiji	1	
School of Hospitality and Community Services Total		3	
School of Trades and Technology			
Certificate III in Electrotechnology Electrician	Fiji		2
Certificate III in Engineering - Fabrication Trade	Samoa		1
Certificate III in Plumbing	Samoa		4
School of Trades and Technology Total			7
Stage II Total		3	7
Cumulative Stage I Total		1	9
Cumulative Stage II Total		3	7
Cumulative Total		4	16

Palau Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Hospitality	Palau	12	6	1	
School of Hospitality and Community Services Total		12	6	1	
School of Trades and Technology					
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				1
School of Trades and Technology Total					1
Stage II Total		12	6	1	1
Cumulative Stage I Total				4	2
Cumulative Stage II Total		12	6	1	1
Cumulative Total		12	6	5	3

PNG Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Fiji			14	4
	Samoa			7	1
	Vanuatu			13	
Certificate III in Commercial Cookery	Fiji			5	23
	Samoa			1	3
Certificate III in Community Services Work	Vanuatu			3	3
Certificate III in Disability	Fiji			2	1
	Samoa			2	
Certificate III in Hairdressing	Fiji			7	1
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			4	1
Certificate III in Hospitality	Fiji			5	2
	PNG	31	18		
	Samoa			10	16
	Vanuatu			5	2
Certificate III in Hospitality (Lodge)	Fiji			4	2
Certificate III in Patisserie	Fiji			3	6
Certificate III in Tourism	Samoa			12	12
	Vanuatu			3	2
Certificate IV in Business	Fiji	6	2		
Certificate IV in Disability	Fiji			1	1
Certificate IV in Hospitality	Fiji			21	20
Certificate IV in Training and Assessment	PNG	8	29		
Certificate IV in Youth Work	Fiji			1	5
	Vanuatu			3	2
Diploma of Children's Services (Early Childhood Education and Care)	Fiji			3	
	Vanuatu			1	
Diploma of Community Services Work	Fiji			12	10
	Vanuatu			2	
Diploma of Management	Vanuatu				1
Diploma of Vocational Education and Training	Fiji	3	4		
School of Hospitality and Community Services Total		48	53	144	118

PNG Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate II in Automotive Servicing Technology	Solomon		1		
Certificate III in Automotive Mechanical Technology	PNG		2	1	23
Certificate III in Carpentry	PNG		17		59
	Vanuatu				2
Certificate III in Electrotechnology Electrician	PNG		12		43
Certificate III in Engineering - Fabrication Trade	PNG		7	2	54
	Samoa				1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				1
	PNG		5		34
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji			1	23
	PNG		3	2	51
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			2	8
Certificate III in Light Vehicle Mechanical Technology	PNG				32
Certificate III in Painting and Decorating	Fiji			5	8
Certificate III in Plumbing	Samoa				24
Certificate III in Wall and Floor Tiling	Fiji			5	
Certificate IV in Training and Assessment	Solomon		1		
School of Trades and Technology Total		0	48	18	363
Stage II Total		48	101	162	481
Cumulative Stage I Total		15	369	214	505
Cumulative Stage II Total		48	101	162	481
Cumulative Total		63	470	376	986

Samoa Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Allied Health Assistance/Certificate III in Health Services Assistance	Samoa			11	6
Certificate III in Children's Services	Samoa			46	5
Certificate III in Commercial Cookery	Fiji				1
	Samoa	1	3	15	18
Certificate III in Community Services Work	Vanuatu				1
Certificate III in Disability	Fiji			2	
	Samoa	21		38	17
Certificate III in Hairdressing	Fiji			2	2
	Samoa	15	1		1
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			6	
Certificate III in Hospitality	Samoa	1		30	21
Certificate III in Hospitality (Lodge)	Fiji			1	1
	Samoa	8	8		
Certificate III in Patisserie	Fiji			3	
Certificate III in Tourism	Samoa		1	16	8
	Vanuatu			2	1
Certificate IV in Business	Fiji	4	2		
Certificate IV in Hospitality	Fiji			3	1
Certificate IV in Training and Assessment	Fiji	2			
	Samoa	15	6		
Certificate IV in Youth Work	Fiji			5	9
Diploma of Community Services Work	Vanuatu			1	1
Diploma of Vocational Education and Training	Fiji	7	2		
School of Hospitality and Community Services Total		74	23	181	93

Samoa Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate II in Construction	Samoa	2	13		
Certificate III in Automotive Mechanical Technology	Fiji				12
	PNG				1
Certificate III in Carpentry	Fiji			2	16
Certificate III in Electrotechnology Electrician	Fiji				8
	Samoa				1
Certificate III in Engineering - Fabrication Trade	Samoa		1		28
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				5
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji				6
	Samoa				1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa		1		7
Certificate III in Light Vehicle Mechanical Technology	Fiji				2
Certificate III in Painting and Decorating	Fiji			1	4
Certificate III in Plumbing	Samoa		1		16
Certificate III in Wall and Floor Tiling	Fiji				3
School of Trades and Technology Total		2	16	3	110
Stage II Total		76	39	184	203
Cumulative Stage I Total		31	72	140	295
Cumulative Stage II Total		76	39	184	203
Cumulative Total		107	111	324	498

Solomon Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Fiji			19	
	Samoa			2	
	Vanuatu			40	5
Certificate III in Commercial Cookery	Fiji			8	7
	Samoa			3	
Certificate III in Disability	Fiji			4	1
Certificate III in Hairdressing	Fiji			8	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			5	3
Certificate III in Hospitality	Fiji			13	9
	Samoa			24	9
	Vanuatu			6	2
Certificate III in Hospitality (Lodge)	Fiji			2	1
Certificate III in Patisserie	Fiji			8	
Certificate III in Tourism	Samoa			7	10
Certificate IV in Business	Fiji	1			
Certificate IV in Hospitality	Fiji			7	5
Certificate IV in Youth Work	Fiji			1	8
	Vanuatu			3	7
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			3	
Diploma of Community Services Work	Fiji			3	7
	Vanuatu			2	1
School of Hospitality and Community Services Total			1	168	75

Solomon Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate II in Automotive Servicing Technology	Solomon	1	51		
Certificate II in Construction	Solomon	1	44		1
Certificate III in Automotive Mechanical Technology	Fiji				2
	PNG				7
Certificate III in Carpentry	Fiji				13
	PNG		1		50
Certificate III in Electrotechnology Electrician	PNG			3	32
Certificate III in Engineering - Fabrication Trade	PNG				5
	Samoa				1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				3
	PNG				24
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				5
Certificate III in Light Vehicle Mechanical Technology	PNG				15
Certificate III in Painting and Decorating	Fiji			5	11
Certificate III in Plumbing	Samoa		1		14
Certificate III in Wall and Floor Tiling	Fiji				2
Certificate IV in Training and Assessment	Solomon	19	40		
School of Trades and Technology Total		21	137	8	185
Stage II Total		22	137	176	260
Cumulative Stage I Total		1	5	135	160
Cumulative Stage II Total		22	137	176	260
Cumulative Total		23	142	311	420

Tonga Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Fiji			8	
	Samoa			7	
Certificate III in Commercial Cookery	Fiji			1	3
	Samoa			6	
Certificate III in Disability	Fiji			1	1
	Samoa			4	
Certificate III in Hairdressing	Fiji			1	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji				1
Certificate III in Hospitality	Fiji			1	1
	Samoa			2	1
Certificate III in Hospitality (Lodge)	Fiji			1	
	Samoa				1
Certificate III in Tourism	Samoa			4	2
	Vanuatu			6	
Certificate IV in Training and Assessment	Fiji	7	13		
	Samoa	12	10		
Certificate IV in Youth Work	Fiji			2	2
Diploma of Children's Services (Early Childhood Education and Care)	Fiji			1	
	Vanuatu			4	
School of Hospitality and Community Services Total		19	23	49	12

Tonga Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate III in Automotive Mechanical Technology	Fiji				2
Certificate III in Carpentry	Fiji				10
Certificate III in Electrotechnology Electrician	Fiji				2
Certificate III in Engineering - Fabrication Trade	Samoa				8
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				3
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji				2
	PNG				1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				4
Certificate III in Light Vehicle Mechanical Technology	Fiji				5
Certificate III in Painting and Decorating	Fiji				1
Certificate III in Plumbing	Samoa				4
Certificate III in Wall and Floor Tiling	Fiji				1
School of Trades and Technology Total					43
Stage II Total		19	23	49	55
Cumulative Stage I Total		8	12	107	56
Cumulative Stage II Total		19	23	49	55
Cumulative Total		27	35	156	111

Tuvalu Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II				
Course Name	Campus Country	Total Enrolments		
		Non-Scholarship	Scholarship	
		Male	Female	Male
School of Hospitality and Community Services				
Certificate III in Children's Services	Fiji		12	
	Samoa		5	
Certificate III in Commercial Cookery	Fiji		1	3
	Samoa			1
Certificate III in Community Services Work	Vanuatu		1	
Certificate III in Disability	Fiji			1
	Samoa		1	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji		3	
Certificate III in Hospitality	Fiji		1	1
Certificate III in Patisserie	Fiji		3	
Certificate IV in Disability	Fiji		2	
Certificate IV in Hospitality	Fiji		1	
Certificate IV in Youth Work	Fiji		3	2
Diploma of Children's Services (Early Childhood Education and Care)	Fiji		1	
School of Hospitality and Community Services Total			34	8
School of Trades and Technology				
Certificate III in Carpentry	Fiji			4
Certificate III in Electrotechnology Electrician	Fiji			2
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			2
Certificate III in Light Vehicle Mechanical Technology	Fiji			1
Certificate III in Painting and Decorating	Fiji			2
Certificate III in Wall and Floor Tiling	Fiji		2	
School of Trades and Technology Total			2	11
Stage II			36	19
Cumulative Stage I Total		1	18	10
Cumulative Stage II Total			36	19
Cumulative Total		1	54	29

Vanuatu Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Certificate III in Children's Services	Vanuatu	2		50	4
Certificate III in Commercial Cookery	Fiji			1	6
	Samoa			1	7
	Vanuatu	11	14	1	
Certificate III in Community Services Work	Vanuatu			2	6
Certificate III in Disability	Samoa			1	
Certificate III in Hairdressing	Fiji			2	
Certificate III in Hospitality	Fiji			1	1
	PNG			1	
	Samoa			1	
	Vanuatu	10	4	49	25
Certificate III in Hospitality (Lodge)	Vanuatu			10	3
Certificate III in Patisserie	Fiji				1
Certificate III in Tourism	Vanuatu	6	3	44	37
Certificate IV in Business	Fiji	3	1		
Certificate IV in Community Development	Vanuatu			8	11
Certificate IV in Disability	Fiji				1
Certificate IV in Hospitality	Fiji			2	1
	Vanuatu	14	5	14	4
Certificate IV in Training and Assessment	Fiji	1			
	Vanuatu	18	23		
Certificate IV in Youth Work	Fiji			1	1
	Vanuatu			16	11
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			15	1
Diploma of Community Services Work				2	8
Diploma of Management	Vanuatu	11	39	1	1
Diploma of Vocational Education and Training	Fiji	5	1		
School of Hospitality and Community Services Total		81	90	223	129

Vanuatu Islands Citizenship - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Certificate III in Automotive Mechanical Technology	Fiji			1	7
Certificate III in Carpentry	Fiji				16
	Vanuatu		24		1
Certificate III in Electrotechnology Electrician	Fiji				1
	PNG				6
	Samoa				2
Certificate III in Engineering - Fabrication Trade	PNG				5
	Samoa				2
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji				4
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa				4
Certificate III in Light Vehicle Mechanical Technology	Fiji				2
	PNG				5
Certificate III in Painting and Decorating				6	4
Certificate III in Plumbing	Samoa				3
Certificate III in Wall and Floor Tiling	Fiji				6
Certificate IV in Training and Assessment	Vanuatu	24	29		
School of Trades and Technology Total		24	53	7	68
Stage II Total		105	143	230	197
Cumulative Stage I Total		64	136	298	190
Cumulative Stage II Total		105	143	230	197
Cumulative Total		169	279	528	387

Citizens of Other Countries - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Hospitality and Community Services					
Australia					
Certificate III in Hospitality	Fiji			1	
Certificate IV in Training and Assessment	Samoa		1		
Diploma of Vocational Education and Training	Fiji	9	10		
Dominican Republic					
Certificate III in Disability	Samoa	1			
Certificate IV in Training and Assessment	Samoa	1			
England					
Diploma of Vocational Education and Training	Fiji		1		
New Zealand					
Certificate IV in Business	Fiji	1			
Diploma of Vocational Education and Training	Fiji	1			
Philippines					
Certificate IV in Training and Assessment	PNG		1		
Serbia					
Certificate IV in Training and Assessment	Kiribati		1		
South Korea					
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji	1			
School of Hospitality and Community Services		14	14	1	

Citizens of Other Countries - Scholarship and Non-Scholarship Cumulative Enrolment - Stage II					
Course Name	Campus Country	Total Enrolments			
		Non-Scholarship		Scholarship	
		Female	Male	Female	Male
School of Trades and Technology					
Australia					
Certificate IV in Training and Assessment	Fiji		3		
England					
Certificate IV in Training and Assessment	Solomon		1		
Japan					
Certificate IV in Training and Assessment	Fiji	1			
Sri Lanka					
Certificate III in Applied Fashion Design and Technology	Fiji		1		
Certificate IV in Training and Assessment	Solomon		1		
Tokelau					
Certificate III in Carpentry	Fiji				1
School of Trades and Technology		1	6		1
Stage II Total		15	20	1	1
Cumulative Stage I Total			2		
Cumulative Stage II Total		15	20	1	1
Cumulative Total		15	22	1	1

Cumulative Enrolments by Citizenship					
Stage II	Non-Scholarship		Scholarship		Total
	Female	Male	Female	Male	
Cook Islands	0	0	0	0	0
Fiji	108	124	386	585	1203
FSM	0	0	0	0	0
Kiribati	6	33	63	88	190
Marshall Islands	0	0	6	13	19
Nauru	0	0	22	12	34
Niue	0	0	3	7	10
Palau	12	6	1	1	20
PNG	48	101	162	481	792
Samoa	76	39	184	203	502
Solomon Islands	22	137	176	260	595
Tonga	19	23	49	55	146
Tuvalu	0	0	36	19	55
Vanuatu	105	143	230	197	675
Other	15	20	1	1	37
Stage II Total	411	626	1319	1922	4278
Stage 1 Total	272	868	1347	1950	4437
Stages I & II Cumulative Total	683	1494	2666	3872	8715

Table 2 Graduate Data

Table 2 (a) These tables summarise APTC graduate numbers disaggregated by school, course, campus, citizenship, gender and scholarship status.

Graduates - Cook Island Citizens - Stage II							
Course Name	Non-Scholarship		Non-Scholarship Total	Scholarship		Scholarship Total	Grand
	Female	Male		Female	Male		Total
School of Hospitality and Community Services							
School of Hospitality and Community Services Total	0	0	0	0	0	0	0
School of Trades and Technology							
School of Trades and Technology Total	0	0	0	0	0	0	0
Stage II Total	0	0	0	0	0	0	0
Cumulative Graduates Stage I Total	0	0	0	1	0	1	1
Cumulative Graduates Stage II Total	0	0	0	0	0	0	0
Cumulative Graduates Total	0	0	0	1	0	1	1

Graduates - Fiji Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Fiji		1	1	79	1	80	81
Certificate III in Disability	Fiji			0	11	2	13	13
Certificate III in Hairdressing	Fiji	3		3	26	11	37	40
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			0	23	2	25	25
Certificate III in Hospitality	Fiji	17	26	43	15	14	29	72
Certificate III in Hospitality (Commercial Cookery)	Fiji	2	20	22	8	25	33	55
Certificate III in Hospitality (Lodge)	Fiji			0	14	3	17	17
Certificate III in Hospitality (Patisserie)	Fiji	15	12	27	7	18	25	52
Certificate III in Tourism	Samoa			0	1	1	2	2
	Vanuatu			0	2	1	3	3
Certificate IV in Disability	Fiji			0	3	2	5	5
Certificate IV in Hospitality	Fiji			0	17	12	29	29
Certificate IV in Training and Assessment	Fiji		2	2			0	2
	Samoa		1	1			0	1
Certificate IV in Youth Work	Fiji			0	3	9	12	12
Diploma of Children's Services (Early Childhood Education and Care)	Fiji			0	15		15	15
	Vanuatu			0	1		1	1
Diploma of Community Services Work	Fiji			0	4	2	6	6
School of Hospitality and Community Services Total		37	62	99	229	103	332	431

Graduates - Fiji Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	Fiji			0	1	33	34	34
	Samoa			0		1	1	1
Certificate III in Carpentry	Fiji			0		41	41	41
Certificate III in Engineering - Fabrication Trade	Samoa			0	1	31	32	32
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			0	1	60	61	61
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji			0	1	9	10	10
	Samoa			0		4	4	4
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		12	12	12
Certificate III in Light Vehicle Mechanical Technology	Fiji					2	2	2
Certificate III in Painting and Decorating	Fiji	1	3	4	19	20	39	43
Certificate III in Plumbing	Samoa			0		10	10	10
Certificate III in Wall and Floor Tiling	Fiji			0	13	17	30	30
Certificate IV in Training and Assessment	Fiji	18	30	48	4	6	10	58
	Solomon Islands		2	2			0	2
School of Trades and Technology Total		19	35	54	40	246	286	340
Stage II Total		56	97	153	269	349	618	771
Cumulative Graduates Stage I Total		108	175	283	298	515	813	1096
Cumulative Graduates Stage II Total		56	97	153	269	349	618	771
Cumulative Graduates Total		164	272	436	567	864	1431	1867

Graduates - FSM Citizens - Stage II							
Course Name	Non-Scholarship			Scholarship			Grand Total
	Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services							
School of Hospitality and Community Services Total	0	0	0	0	0	0	0
School of Trades and Technology							
School of Trades and Technology Total	0	0	0	0	0	0	0
Stage II Total	0	0	0	0	0	0	0
Cumulative Graduates Stage I Total	0	0	0	2	2	4	4
Cumulative Graduates Stage II Total	0	0	0	0	0	0	0
Cumulative Graduates Total	0	0	0	2	2	4	4

Graduates - Kiribati Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Fiji			0	4	1	5	5
Certificate III in Disability	Fiji			0	1		1	1
Certificate III in Hairdressing	Fiji			0	2		2	2
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			0	6		6	6
Certificate III in Hospitality	Fiji			0	1		1	1
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	2	1	3	3
Certificate III in Hospitality (Lodge)	Fiji			0	2		2	2
Certificate III in Hospitality (Patisserie)	Fiji			0	1		1	1
Certificate III in Tourism	Samoa			0		1	1	1
Certificate IV in Hospitality	Fiji			0	1		1	1
Certificate IV in Training and Assessment	Kiribati	3	26	29			0	29
Certificate IV in Youth Work	Fiji			0	5	4	9	9
Diploma of Community Services Work	Fiji			0	2	3	5	5
	Nauru			0	3	6	9	9
School of Hospitality and Community Services Total		3	26	29	30	16	46	75

Graduates - Kiribati Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	Fiji			0		2	2	2
Certificate III in Carpentry	Fiji			0	4	20	24	24
Certificate III in Engineering - Fabrication Trade	Samoa			0	1	2	3	3
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			0		4	4	4
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji			0		1	1	1
	Samoa			0		1	1	1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		2	2	2
Certificate III in Painting and Decorating	Fiji			0	3	3	6	6
Certificate III in Wall and Floor Tiling	Fiji			0	3		3	3
School of Trades and Technology Total		0	0	0	11	35	46	46
Stage II Total		3	26	29	41	51	92	121
Cumulative Graduates Stage I Total		0	0	0	35	30	65	65
Cumulative Graduates Stage II Total		3	26	29	41	51	92	121
Cumulative Graduates Total		3	26	29	76	81	157	186

Graduates - Marshall Island Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Disability	Fiji	-	-	0	1		1	1
Certificate III in Hospitality	Fiji	-	-	0	1		1	1
	Samoa	-	-	0		1	1	1
Certificate IV in Youth Work	Fiji	-	-	0	2	1	3	3
Diploma of Community Services Work	Vanuatu	-	-	0	2	2	4	4
School of Hospitality and Community Services Total		0	0	0	6	4	10	10
School of Trades and Technology								
Certificate IV in Training and Assessment	Fiji	-	-	0	8	6	14	14
School of Trades and Technology Total		0	0	0	8	6	14	14
Stage II Total		0	0	0	14	10	24	24
Cumulative Graduates Stage I Total		0	0	0	3	3	6	6
Cumulative Graduates Stage II Total		0	0	0	14	10	24	24
Cumulative Graduates Total		0	0	0	17	13	30	30

Graduates - Nauru Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Fiji			0	4		4	4
Certificate III in Disability	Fiji			0	2		2	2
Certificate III in Hospitality (Patisserie)	Fiji			0	1		1	1
Diploma of Community Services Work	Nauru			0	8		8	8
School of Hospitality and Community Services Total		0	0	0	15	0	15	15
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	Fiji			0		3	3	3
Certificate III in Carpentry	Fiji			0		2	2	2
Certificate III in Engineering - Fabrication Trade	Samoa			0		1	1	1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			0		1	1	1
Certificate III in Plumbing	Samoa			0		1	1	1
Certificate III in Wall and Floor Tiling	Fiji			0	2		2	2
School of Trades and Technology Total		0	0	0	2	8	10	10
Stage II Total		0	0	0	17	8	25	25
Cumulative Graduates Stage I Total		0	1	1	17	16	33	34
Cumulative Graduates Stage II Total		0	0	0	17	8	25	25
Cumulative Graduates Total		0	1	1	34	24	58	59

Graduates - Niue Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Hospitality	Fiji			0	1		1	1
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	2		2	2
School of Hospitality and Community Services Total		0	0	0	3	0	3	3
School of Trades and Technology								
Certificate III in Plumbing	Samoa			0		2	2	2
School of Trades and Technology Total		0	0	0	0	2	2	2
Stage II Total		0	0	0	3	2	5	5
Cumulative Graduates Stage I Total		0	0	0	1	8	9	9
Cumulative Graduates Stage II Total		0	0	0	3	2	5	5
Cumulative Graduates Total		0	0	0	4	10	14	14

Graduates - Palau Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Tourism	Samoa			0			0	0
	Vanuatu			0			0	0
Certificate IV in Hospitality	Samoa			0			0	0
	Vanuatu			0			0	0
Diploma of Community Services Work	Fiji			0			0	0
School of Hospitality and Community Services Total		0	0	0	0	0	0	0
School of Trades and Technology								
School of Trades and Technology Total		0	0	0	0	0	0	0
Stage II Total		0	0	0	0	0	0	0
Cumulative Graduates Stage I Total		0	0	0	4	2	6	6
Cumulative Graduates Stage II Total		0	0	0	0	0	0	0
Cumulative Graduates Total		0	0	0	4	2	6	6

Graduates - PNG Citizens - Stage II									
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total	
		Female	Male	Total	Female	Male	Total		
School of Hospitality and Community Services									
Certificate III in Children's Services	Fiji			0	14	2	16	16	
	Samoa			0	1		1	1	
	Vanuatu			0	12		12	12	
Certificate III in Community Services Work	Vanuatu			0	2	3	5	5	
Certificate III in Disability	Fiji			0	2	1	3	3	
	Samoa			0	2		2	2	
Certificate III in Hairdressing	Fiji			0	7	1	8	8	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			0	4		4	4	
Certificate III in Hospitality	Fiji			0	5	2	7	7	
	PNG	17	10	27			0	27	
	Samoa			0	6	15	21	21	
	Vanuatu			0	4	2	6	6	
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	3	19	22	22	
	Samoa			0	1	1	2	2	
Certificate III in Hospitality (Lodge)	Fiji			0	4	2	6	6	
Certificate III in Hospitality (Patisserie)	Fiji			0	2	5	7	7	
Certificate III in Tourism	Samoa			0	12	10	22	22	
	Vanuatu			0	3	1	4	4	
Certificate IV in Disability	Fiji			0	1	1	2	2	
Certificate IV in Hospitality	Fiji			0	18	16	34	34	
Certificate IV in Training and Assessment	PNG	2	2	4			0	4	
Certificate IV in Youth Work	Fiji			0	1	4	5	5	
	Vanuatu			0	2	2	4	4	
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			0	1		1	1	
Diploma of Community Services Work	Fiji			0	11	10	21	21	
	Vanuatu			0	1		1	1	
Diploma of Management	Vanuatu		1	1			0	1	
School of Hospitality and Community Services Total				19	13	32	119	97	216

Graduates - PNG Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	PNG		21	21		28	28	49
Certificate III in Carpentry	PNG		10	10		31	31	41
	Vanuatu			0		2	2	2
Certificate III in Electrotechnology Electrician	PNG		7	7	1	22	23	30
Certificate III in Engineering - Fabrication Trade	PNG		5	5	1	29	30	35
	Samoa			0		1	1	1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	PNG			0		16	16	16
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	Fiji			0	1	16	17	17
	PNG			0	1	23	24	24
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	PNG			0		2	2	2
	Samoa			0		7	7	7
Certificate III in Painting and Decorating	Fiji			0	3	3	6	6
Certificate III in Plumbing	Samoa			0		6	6	6
Certificate III in Wall and Floor Tiling	Fiji			0	4		4	4
School of Trades and Technology Total			0	43	43	11	186	197
Stage II Total			19	56	75	130	283	413
Cumulative Graduates Stage I Total			15	244	259	206	419	625
Cumulative Graduates Stage II Total			19	56	75	130	283	488
Cumulative Graduates Total			34	300	334	336	702	1372

Graduates - Samoa Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Samoa				34	3	37	37
Certificate III in Community Services Work	Vanuatu					1	1	1
Certificate III in Disability	Fiji				2		2	2
	Samoa				23	13	36	36
Certificate III in Hairdressing	Fiji				2	2	4	4
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji				2		2	2
Certificate III in Hospitality	Samoa	1		1	18	15	33	34
Certificate III in Hospitality (Commercial Cookery)	Fiji					1	1	1
	Samoa	2	1	3	13	15	28	31
Certificate III in Hospitality (Lodge)	Fiji				1	1	2	2
	Samoa	7	8	15				15
Certificate III in Tourism	Samoa		1	1	15	8	23	24
Certificate IV in Hospitality	Fiji				1	1	2	2
Certificate IV in Training and Assessment	Fiji	1		1				1
	Samoa	2	1	3				3
Certificate IV in Youth Work	Fiji				5	6	11	11
Diploma of Community Services Work	Vanuatu				1	1	2	2
School of Hospitality and Community Services Total		13	11	24	117	67	184	208

Graduates - Samoa Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate II in Construction	Samoa	2	12	14			0	14
Certificate III in Automotive Mechanical Technology	Fiji			0		11	11	11
Certificate III in Carpentry	Fiji			0	2	19	21	21
Certificate III in Engineering - Fabrication Trade	Samoa			0		14	14	14
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Fiji			0		3	3	3
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		5	5	5
Certificate III in Painting and Decorating	Fiji			0	1	3	4	4
Certificate III in Plumbing	Samoa		3	3		5	5	8
Certificate III in Wall and Floor Tiling	Fiji			0		2	2	2
School of Trades and Technology Total		2	15	17	3	62	65	82
Stage II Total		15	26	41	120	129	249	290
Cumulative Graduates Stage I Total		25	62	87	114	232	346	433
Cumulative Graduates Stage II Total		15	26	41	120	129	249	290
Cumulative Graduates Total		40	88	128	234	361	595	723

Graduates - Solomon Islands Citizens - Stage II									
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total	
		Female	Male	Total	Female	Male	Total		
School of Hospitality and Community Services									
Certificate III in Children's Services	Fiji			0	19		19	19	
	Samoa			0	2		2	2	
	Vanuatu			0	40	4	44	44	
Certificate III in Disability	Fiji			0	4	1	5	5	
Certificate III in Hairdressing	Fiji			0	8		8	8	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			0	5	2	7	7	
Certificate III in Hospitality	Fiji			0	13	9	22	22	
	Samoa			0	21	6	27	27	
	Vanuatu			0	5	2	7	7	
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	8	7	15	15	
	Samoa			0	3		3	3	
Certificate III in Hospitality (Lodge)	Fiji			0	2	1	3	3	
Certificate III in Hospitality (Patisserie)	Fiji			0	7		7	7	
Certificate III in Tourism	Samoa			0	7	9	16	16	
Certificate IV in Hospitality	Fiji			0	7	5	12	12	
Certificate IV in Youth Work	Fiji			0		6	6	6	
	Vanuatu			0	2	7	9	9	
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			0	3		3	3	
Diploma of Community Services Work	Fiji			0	3	6	9	9	
	Vanuatu			0	2	1	3	3	
School of Hospitality and Community Services Total				0	0	0	161	66	227

Graduates - Solomon Islands Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate II in Construction	Solomon Islands	1	22	23			0	23
Certificate III in Automotive Mechanical Technology	Fiji			0		3	3	3
	PNG			0		7	7	7
Certificate III in Carpentry	PNG			0		29	29	29
Certificate III in Electrotechnology Electrician	PNG			0	2	22	24	24
Certificate III in Engineering - Fabrication Trade	PNG			0		2	2	2
	Samoa			0		1	1	1
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	PNG			0		16	16	16
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		2	2	2
Certificate III in Painting and Decorating	Fiji			0	8	1	9	9
Certificate III in Plumbing	Samoa			0		4	4	4
Certificate III in Wall and Floor Tiling	Fiji			0		1	1	1
Certificate IV in Training and Assessment	Solomon Islands	15	26	41			0	41
School of Trades and Technology Total		16	48	64	10	88	98	162
Stage II Total		16	48	64	171	154	325	389
Cumulative Graduates Stage I Total		1	1	1	127	137	264	265
Cumulative Graduates Stage II Total		16	48	64	171	154	325	389
Cumulative Graduates Total		17	49	65	298	291	589	654

Graduates - Tonga Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Fiji			0	8		8	8
	Samoa			0	6		6	6
Certificate III in Disability	Fiji			0	1	1	2	2
	Samoa			0	4		4	4
Certificate III in Hairdressing	Fiji			0	1		1	1
Certificate III in Hospitality	Fiji			0	1	1	2	2
	Samoa			0	1	1	2	2
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	1		1	1
	Samoa			0	5	3	8	8
Certificate III in Hospitality (Lodge)	Fiji			0	1		1	1
Certificate III in Tourism	Samoa			0	3	2	5	5
	Vanuatu			0	2		2	2
Certificate IV in Training and Assessment	Fiji	5	11	16			0	16
	Samoa	12	10	22			0	22
Certificate IV in Youth Work	Fiji			0	1	1	2	2
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			0	4		4	4
School of Hospitality and Community Services Total		17	21	38	39	9	48	86

Graduates - Tonga Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	Fiji			0		1	1	1
Certificate III in Carpentry	Fiji			0		6	6	6
Certificate III in Engineering - Fabrication Trade	Samoa			0		5	5	5
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		1	1	1
Certificate III in Painting and Decorating	Fiji			0		1	1	1
Certificate III in Wall and Floor Tiling	Fiji			0		1	1	1
Certificate IV in Training and Assessment	Fiji			0	1		1	1
School of Trades and Technology Total		0	0	0	1	15	16	16
Stage II Total		17	21	38	40	24	64	102
Cumulative Graduates Stage I Total		4	7	11	105	53	158	169
Cumulative Graduates Stage II Total		17	21	38	40	24	64	102
Cumulative Graduates Total		21	28	49	145	77	222	271

Graduates - Tuvalu Citizens - Stage II									
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total	
		Female	Male	Total	Female	Male	Total		
School of Hospitality and Community Services									
Certificate III in Children's Services	Fiji			0	11		11	11	
	Samoa			0	4		4	4	
Certificate III in Community Services Work	Vanuatu			0	1		1	1	
Certificate III in Disability	Fiji			0		1	1	1	
	Samoa			0	1		1	1	
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji			0	3		3	3	
Certificate III in Hospitality	Fiji			0	1	1	2	2	
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	1	3	4	4	
	Samoa			0		1	1	1	
Certificate III in Hospitality (Patisserie)	Fiji			0	2		2	2	
Certificate IV in Disability	Fiji			0	2		2	2	
Certificate IV in Youth Work	Fiji			0	2	2	4	4	
School of Hospitality and Community Services Total				0	0	0	28	8	36
School of Trades and Technology									
Certificate III in Painting and Decorating	Fiji			0		1	1	1	
Certificate III in Wall and Floor Tiling	Fiji			0		1	1	1	
Certificate IV in Training and Assessment	Fiji			0	1		1	1	
School of Trades and Technology Total				0	0	0	1	2	3
Stage II Total				0	0	0	29	10	39
Cumulative Graduates Stage I Total				0	1	1	18	8	26
Cumulative Graduates Stage II Total				0	0	0	29	10	39
Cumulative Graduates Total				0	1	1	47	18	65

Graduates - Vanuatu Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Certificate III in Children's Services	Vanuatu			0	33	3	36	36
Certificate III in Community Services Work	Vanuatu			0	2	3	5	5
Certificate III in Disability	Samoa			0	1		1	1
Certificate III in Hairdressing	Fiji			0	2		2	2
Certificate III in Hospitality	Fiji			0	1	1	2	2
	Vanuatu	6	3	9	31	16	47	56
Certificate III in Hospitality (Commercial Cookery)	Fiji			0	1	5	6	6
	Samoa			0		1	1	1
Certificate III in Hospitality (Lodge)	Vanuatu			0	9	3	12	12
Certificate III in Tourism	Vanuatu	4	2	6	35	24	59	65
Certificate IV in Disability	Fiji			0		1	1	1
Certificate IV in Hospitality	Fiji			0		1	1	1
	Vanuatu	14	3	17	14	4	18	35
Certificate IV in Training and Assessment	Fiji	1		1			0	1
Certificate IV in Youth Work	Vanuatu			0	16	10	26	26
Diploma of Children's Services (Early Childhood Education and Care)	Vanuatu			0	14	1	15	15
Diploma of Community Services Work	Vanuatu			0	2	7	9	9
Diploma of Management	Vanuatu	9	29	38			0	38
School of Hospitality and Community Services Total		34	37	71	161	80	241	312

Graduates - Vanuatu Citizens - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Trades and Technology								
Certificate III in Automotive Mechanical Technology	Fiji			0	1	9	10	10
Certificate III in Carpentry	Fiji			0		20	20	20
	Vanuatu		13	13		1	1	14
Certificate III in Electrotechnology Electrician	PNG			0		5	5	5
Certificate III in Engineering - Fabrication Trade	PNG			0		5	5	5
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	Samoa			0		1	1	1
	Fiji			0		1	1	1
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	Samoa			0		2	2	2
Certificate III in Painting and Decorating	Fiji			0	9	1	10	10
Certificate III in Wall and Floor Tiling	Fiji			0	3	2	5	5
Certificate IV in Training and Assessment	Vanuatu	16	18	34		1	1	35
School of Trades and Technology Total		16	31	47	13	48	61	108
Stage II Total		50	68	118	174	128	302	420
Cumulative Graduates Stage I Total		49	89	138	258	134	392	530
Cumulative Graduates Stage II Total		50	68	118	174	128	302	420
Cumulative Graduates Total		99	157	256	432	262	694	950

Graduates - Citizens of Other Countries - Stage II								
Course Name	Campus Country	Non-Scholarship			Scholarship			Grand Total
		Female	Male	Total	Female	Male	Total	
School of Hospitality and Community Services								
Dominican Republic								
Certificate III in Disability	Samoa	1		1			0	1
Serbia								
Certificate IV in Training and Assessment	Kiribati		1	1			0	1
South Korea								
Certificate III in Home and Community Care/Certificate III in Aged Care	Fiji	1		1			0	1
School of Hospitality and Community Services Total		2	1	3	0	0	0	3
School of Trades and Technology								
School of Trades and Technology Total		0	0	0	0	0	0	0
Stage II Total		2	1	3	0	0	0	3
Cumulative Graduates Stage I Total		0	2	2	0	0	0	2
Cumulative Graduates Stage II Total		2	1	3	0	0	0	3
Cumulative Graduates Total		2	3	5	0	0	0	5

Table 2 (b) This table summarises APTC cumulative graduate numbers disaggregated by school, course, citizenship, gender and scholarship status.

School of Hospitality and Community Services																			
	Gender	Course Name	Cook Is.	FSM	Fiji	Kiribati	Marshall Islands	Nauru	Niue	Palau	PNG	Samoa	Solomon Islands	Tonga	Tuvalu	Vanuatu	Other	Grand Total	
Non-Scholarship	Female	Certificate III in Disability															1	1	
		Certificate III in Hairdressing			3														3
		Certificate III in Home and Community Care/Certificate III in Aged Care																1	1
		Certificate III in Hospitality			17							17	1				6		41
		Certificate III in Hospitality (Commercial Cookery)			2								2						4
		Certificate III in Hospitality (Lodge)											7						7
		Certificate III in Hospitality (Patisserie)			15														15
		Certificate III in Tourism															4		4
		Certificate IV in Hospitality															14		14
		Certificate IV in Training and Assessment					3					2	3		17		1		26
	Diploma of Management															9		9	
	Female Total			0	0	37	3	0	0	0	0	19	13	0	17	0	34	2	125
	Male	Certificate III in Children's Services			1														1
		Certificate III in Hospitality			26							10					3		39
		Certificate III in Hospitality (Commercial Cookery)			20								1						21
		Certificate III in Hospitality (Lodge)											8						8
		Certificate III in Hospitality (Patisserie)			12														12
		Certificate III in Tourism											1				2		3
		Certificate IV in Hospitality															3		3
		Certificate IV in Training and Assessment				3	26					2	1		21			1	54
Diploma of Management										1					29		30		
Male Total			0	0	62	26	0	0	0	0	13	11	0	21	0	37	1	171	
Non-Scholarship Total			0	0	99	29	0	0	0	0	32	24	0	38	0	71	3	296	

School of Hospitality and Community Services																			
	Gender	Course Name	Cook Is.	FSM	Fiji	Kiribati	Marshall Islands	Nauru	Niue	Palau	PNG	Samoa	Solomon Islands	Tonga	Tuvalu	Vanuatu	Other	Grand Total	
Scholarship	Female	Certificate III in Children's Services			79	4		4			27	34	61	14	15	33		271	
		Certificate III in Community Services Work									2					1	2		5
		Certificate III in Disability			11	1	1	2			4	25	4	5	1	1			55
		Certificate III in Hairdressing			26	2					7	2	8	1		2			48
		Certificate III in Home and Community Care/Certificate III in Aged Care			23	6					4	2	5		3				43
		Certificate III in Hospitality			15	1	1			1		15	18	39	2	1	32		125
		Certificate III in Hospitality (Commercial Cookery)			8	2				2		4	13	11	6	1	1		48
		Certificate III in Hospitality (Lodge)			14	2						4	1	2	1		9		33
		Certificate III in Hospitality (Patisserie)			7	1			1			2		7		2			20
		Certificate III in Tourism			3							15	15	7	5		35		80
		Certificate IV in Disability			3							1				2			6
		Certificate IV in Hospitality			17	1						18	1	7			14		58
		Certificate IV in Youth Work			3	5	2					3	5	2	1	2	16		39
		Diploma of Children's Services (Early Childhood Education and Care)			16							1		3	4		14		38
		Diploma of Community Services Work			4	5	2	8				12	1	5			2		39
	Female Total			0	0	229	30	6	15	3	0	119	117	161	39	28	161	0	908
	Male	Certificate III in Children's Services				1	1					2	3	4			3		14
		Certificate III in Community Services Work										3	1				3		7
		Certificate III in Disability			2							1	13	1	1	1			19
		Certificate III in Hairdressing			11							1	2						14
		Certificate III in Home and Community Care/Certificate III in Aged Care			2									2					4
		Certificate III in Hospitality			14		1					19	15	17	2	1	17		86
		Certificate III in Hospitality (Commercial Cookery)			25	1						20	16	7	3	4	6		82
		Certificate III in Hospitality (Lodge)			3							2	1	1			3		10
		Certificate III in Hospitality (Patisserie)			18							5							23
		Certificate III in Tourism			2	1						11	8	9	2		24		57
		Certificate IV in Disability			2							1					1		4
		Certificate IV in Hospitality			12							16	1	5			5		39
		Certificate IV in Youth Work			9	4	1					6	6	13	1	2	10		52
Diploma of Children's Services (Early Childhood Education and Care)																1		1	
Diploma of Community Services Work			2	9	2					10	1	7			7		38		
Certificate III in Children's Services			1	1						2	3	4			3		14		
Male Total			0	0	103	16	4	0	0	0	97	67	66	9	8	80	0	450	
Scholarship Total			0	0	332	46	10	15	3	0	216	184	227	48	36	241	0	1358	
School of Hospitality and Community Services Total Stage II			0	0	431	75	10	15	3	0	248	208	227	86	36	312	3	1654	

School of Trades and Technology																			
	Gender	Course Name	Cook Is.	FSM	Fiji	Kiribati	Marshall Islands	Nauru	Niue	Palau	PNG	Samoa	Solomon Islands	Tonga	Tuvalu	Vanuatu	Other	Grand Total	
Non-Scholarship	Female	Certificate II in Construction										2	1					3	
		Certificate III in Painting and Decorating			1														1
		Certificate IV in Training and Assessment			18									15			16		49
	Female Total			0	0	19	0	0	0	0	0	0	2	16	0	0	16	0	53
	Male	Certificate II in Construction											12	22					34
		Certificate III in Automotive Mechanical Technology										21							21
		Certificate III in Carpentry										10					13		23
		Certificate III in Electrotechnology Systems Electrician										7							7
		Certificate III in Engineering - Fabrication Trade										5							5
		Certificate III in Painting and Decorating				3													3
Certificate III in Plumbing												3						3	
Certificate IV in Training and Assessment				32									26			18		76	
Male Total					17	0	0	0	0		39	15	48	0	0	32	0	151	
Non-Scholarship Total			0	0	54	0	0	0	0	0	43	17	64	0	0	47	0	225	
Scholarship	Female	Certificate III in Automotive Mechanical Technology			1											1		2	
		Certificate III in Carpentry				4						2							6
		Certificate III in Electrotechnology Electrician										1		2					3
		Certificate III in Engineering - Fabrication Trade			1	1						1							3
		Certificate III in Engineering - Mechanical Trade (Diesel Fitting)			1														1
		Certificate III in Engineering - Mechanical Trade (Fitting and Machining)				1							2						3
		Certificate III in Painting and Decorating				19	3					3	1	8			9		43
		Certificate III in Wall and Floor Tiling				13	3		2			4				1	3		26
	Certificate IV in Training and Assessment				4		8							1				13	
Female Total			0	0	40	11	8	2	0	0	11	3	10	1	1	13	0	100	

School of Trades and Technology																		
	Gender	Course Name	Cook Is.	FSM	Fiji	Kiribati	Marshall Islands	Nauru	Niue	Palau	PNG	Samoa	Solomon Islands	Tonga	Tuvalu	Vanuatu	Other	Grand Total
Scholarship	Male	Certificate III in Automotive Mechanical Technology			34	2		3			28	11	10	1		9		98
		Certificate III in Carpentry			41	20		2			33	19	29	6		21		171
		Certificate III in Electrotechnology Systems Electrician									22		22			5		49
		Certificate III in Engineering - Fabrication Trade			31	2		1			30	14	3	5		6		92
		Certificate III in Engineering - Mechanical Trade (Diesel Fitting)			60	4		1			16	3	16			1		101
		Certificate III in Engineering - Mechanical Trade (Fitting and Machining)			13	2					39							54
		Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)			12	2					9	5	2	1		2		33
		Certificate III in Light Vehicle Mechanical Technology			2													2
		Certificate III in Painting and Decorating			20	3					3	3	1	1	1	1		33
		Certificate III in Plumbing			10			1	2		6	5	4					28
		Certificate III in Wall and Floor Tiling			17							2	1	1		2		23
	Male Total		0	0	246	35	6	8	2	0	186	62	88	15	2	48	0	698
Scholarship Total			0	0	286	46	14	10	2	0	197	65	98	16	3	61	0	798
School of Trades and Technology Total Stage II			0	0	340	46	14	10	2	0	240	82	162	16	3	108	0	1023
Cumulative Graduates Stage I Total			1	4	1096	65	6	34	9	6	884	433	265	169	27	530	2	3531
Cumulative Graduates Stage II Total			0	0	771	121	24	25	5	0	488	290	389	102	39	420	0	2677
Cumulative Graduates Total			1	4	1867	186	30	59	14	6	1372	723	654	271	66	950	2	6208

Table 3a Graduate Employment and Destination Data

Table 3a reflects data obtained from Campus Offices relating to students who have graduated from APTC and moved overseas for employment or further education. The table lists the country of destination for graduates, disaggregated by APTC stage and country of citizenship

Stage	Country Migrated To	Citizenship Country										TOTAL
		Fiji	Kiribati	RMI	Niue	PNG	Solomon Islands	Tonga	Tuvalu	Vanuatu	Samoa	
Stage I	American Samoa										1	1
	Australia	10				5	2			13	3	33
	Austria					1						1
	Canada	1					3					4
	Fiji		3									3
	Guinea					1						1
	RMI											0
	Not Defined	1								1		2
	New Zealand	5	3						10	1	7	26
	Norfolk Island										1	1
	PNG						1					1
	Samoa	2				1					1	4
	Vanuatu	2				1	1					4
	USA									1		1
Total Stage I		21	6	0	0	9	7	10	2	16	11	82

Stage	Country Migrated To	Citizenship Country										TOTAL
		Fiji	Kiribati	RMI	Niue	PNG	Solomon Islands	Tonga	Tuvalu	Vanuatu	Samoa	
Stage II	Australia	4	1			2		2		2	2	13
	American Samoa										1	1
	Cook Is.	1										1
	Fiji		1				1	1			2	5
	Marshall Is.								1	1		2
	Nauru	1	1									2
	Niue	2										2
	New Zealand	4			1		1		1	2	15	24
	PNG	2										2
	Samoa	3						1				4
	United Arab Emirates	1										1
	Not Defined										1	1
	FSM			1								1
	USA			6					1		1	8
	Tonga										2	2
Cambodia										1	1	
Vanuatu						4					4	
Total Stage II		18	3	7	1	2	6	5	2	6	24	74
Total (Stages I & II)		39	9	7	1	11	13	15	4	22	35	156

Table 3b Migrated Graduate Qualifications

Qualifications possessed by migrant graduates disaggregated by APTC stage, school and citizenship

Stage	School	APTC Course	Citizenship										Total	
			Fiji	Kiribati	RMI	Niue	PNG	Solomon Islands	Tonga	Tuvalu	Vanuatu	Samoa		
I	STT	Certificate IV in Training & Assessment	2							9	1			12
		Certificate III in Automotive Mechanical Technology	2										3	5
		Certificate III in Carpentry					1							1
		Certificate III in Mechanical Trade (Diesel Fitting)					1							1
		Certificate III in Fabrication Trade	1							1			3	5
		Certificate III in Mechanical Trade (Fitting & Machining)	2				1							3
		Certificate III in Mechanical Trade (Refrigeration & Air Conditioning)	2				1							3
		Certificate III in Electrotechnology					1						2	3
		Certificate III in Wall & Floor Tiling	2											
	SHCS	Certificate IV in Training & Assessment										3		3
		Certificate III in Hospitality (Commercial Cookery)	3	1			1	1			1	2	2	11
		Certificate III in Hairdressing	3					1						4
		Certificate III in Children's Services												0
		Certificate III in Hospitality	2	4				3				4		13
		Certificate IV in Hospitality Supervision	1	1								5	1	8
		Certificate III in Patisserie	1											1
		Certificate III in Tourism Operations					3	2				4	1	10
Diploma of Community Services Work												0		
Total Stage I			21	6	0	0	9	7	10	2	18	12	85	

Stage	School	APTC Course	Citizenship										Total
			Fiji	Kiribati	RMI	Niue	PNG	Solomon Islands	Tonga	Tuvalu	Vanuatu	Samoa	
II	STT	Certificate IV in Training & Assessment	1		3					1	1		6
		Certificate III in Electrotechnology						1					1
		Certificate III in Carpentry	1									4	5
		Certificate III in Automotive Mechanical Technology	2										2
		Certificate III in Fabrication Trade										1	1
		Certificate III in Mechanical Trade (Fitting & Machining)		1									1
		Certificate III in Mechanical Trade (Diesel Fitting)	2										2
		Certificate III in Mechanical Trade (Refrigeration & Air Conditioning)	2										2
	SHCS	Certificate IV in Training & Assessment									2	1	3
		Certificate III in Disability			1							4	5
		Certificate III in Hairdressing	1					1	3			1	6
		Certificate III in Hospitality (Commercial Cookery)	1			1						3	5
		Certificate III in Patisserie	6							1			7
		Certificate III in Children's Services					1	3	1				5
		Certificate III in Home and Community Care / Certificate III in Aged Care										2	2
		Certificate III in Hospitality	1		1			1	1			5	9
		Certificate IV in Hospitality Supervision	2	1								1	4
		Certificate III in Tourism Operations		1			1				2	2	6
		Diploma of Children's Services											0
		Diploma of Community Services Work											0
Certificate IV in Youth Work			2								2		
Diploma of Management									2		2		
Total Stage II			19	3	7	1	2	6	5	2	7	24	76
Total Stages I & II			40	9	7	1	11	13	15	4	25	36	161

Table 4 Scholarship and Non-Scholarship Applications

Table 4 summarises the number of applications received, disaggregated by APTC scholarship status, stage, citizenship and gender.

Citizenship Country	Scholarship		Non-Scholarship		Funding Option Not Noted		Total
	Female	Male	Female	Male	Female	Male	
Fiji	1156	1394	164	174	40	45	2973
FSM	2	7					9
Kiribati	253	257	10	44	8	14	586
Marshall Is.	5	30				1	36
Nauru	12	34			1		47
Niue	8	7					15
PNG	356	884	89	198	20	55	1602
Palau	1	2	14	6			23
Samoa	326	368	88	44	12	13	851
Solomon Is.	403	686	20	137	14	17	1277
Tonga	99	121		2	2	2	226
Tuvalu	66	61	1		1	1	130
Vanuatu	401	375	160	209	28	18	1191
Others	2	2	25	25	1		55
Cumulative Total Stage I	3887	5135	339	973	591	1278	12203
Cumulative Total Stage II	3090	4228	571	839	127	166	9021
Cumulative Total All Stages	6977	9363	910	1812	718	1444	21224

Table 5 Scholarship Mobilisations

SCHOLARSHIP MOBILISATIONS - STAGE 2			
Citizenship Country	Female	Male	Total
School of Hospitality and Community Services			
Fiji	170	76	246
Kiribati	30	12	42
Marshall Is.	6	3	9
Nauru	15		15
Niue	2		2
PNG	81	59	140
Samoa	105	53	158
Solomon Is.	152	61	213
Tonga	16	7	23
Tuvalu	20	4	24
Vanuatu	114	77	191
Total School of Hospitality and Community Services	711	352	1063
School of Trades and Technology			
Fiji	31	234	265
Kiribati	21	49	70
Marshall Is.	3	7	10
Nauru	3	9	12
Niue		3	3
PNG	10	171	181
Samoa	3	62	65
Solomon Is.	6	87	93
Tonga		25	25
Tuvalu	2	8	10
Vanuatu	5	38	43
Total School of Trades and Technology	84	693	777
Total Stage 2	795	1045	1840
Mobilisations Stage 1 Total	1117	1481	2598
Mobilisations Stage 2 Total	795	1045	1840
Cumulative Mobilisations Total	1912	2526	4438

This table summarises the number of scholarship students, disaggregated by school, citizenship and gender that have been mobilised to commence study

Table 6 (a) Scholarship Non-Mobilisations

Scholarship Award Recipients who did not mobilise to study disaggregated by stage, school, citizenship, reason for non-mobilisation and gender.

Stage	School	Citizenship Country	Reason Not Mobilised	Female	Male
2	SHCS	Fiji	Declined	5	1
			Offer Deferred	22	8
		Nauru	Offer Deferred		1
		Marshall Is.	Offer Deferred		2
		PNG	Offer Deferred	11	3
			Declined	4	
		Samoa	Offer Deferred	9	
			Declined	1	
		Solomon Is.	Offer Deferred	2	
			Declined	2	
	Tonga	Offer Deferred	3	1	
		Declined	4		
	Tuvalu	Offer Deferred	4		
	Vanuatu	Declined	7	4	
		Offer Deferred	3	3	
	STT	Fiji	Declined	3	9
			Offer Deferred	2	20
		PNG	Offer Deferred		2
			Declined		3
		Kiribati	Offer Deferred	1	2
		Niue	Offer Deferred		1
			Declined		1
Samoa		Declined		2	
		Offer Deferred		1	
Palau		Offer Deferred		1	
Tonga		Offer Deferred		1	
Tuvalu		Declined			
Solomon Is.	Offer Deferred		1		
	Declined		1		
Vanuatu	Offer Deferred		2		
	Declined		1		
Total Stage I Both Schools				61	199
Total Stage II Both Schools				79	71
Cumulative Total Stages I & II				140	270

Table 6 (b) Scholarship Non-Completions

Students who mobilised and commenced study but did not complete the qualification disaggregated by stage, school, citizenship and gender.

Citizenship Country	Female	Male
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School of Hospitality and Community Services		
Fiji	6	3
Kiribati	1	
PNG	7	5
Samoa	11	2
Solomon Is.	3	5
Tonga	1	
Vanuatu	9	14

School of Trades and Technology		
Fiji	18	46
Kiribati	1	3
PNG	1	119
Samoa		24
Solomon Is.		8
Tonga	1	1
Tuvalu		1
Vanuatu	3	16
Other	1	

Cumulative Total Both Schools Stage II	63	247
Cumulative Total Both Schools Stage I	129	193
Cumulative Total Both Schools Stages I & II	192	440

Annex 2.0 - Status of Partnership Agreements

Country	Partner	Type of Service/Facility	Status of Agreement
Fiji	University of the South Pacific	Training Facilities	Finalised
	Vivekananda Technical Centre	Training Pathways	Finalised
	Textile, Clothing and Footwear Council (Fashion)	Training Pathways	Finalised
Kiribati	Kiribati Institute of Technology	Training Pathways	Finalised
Marshall Islands	University of the South Pacific	Customer Contact	Finalised
Papua New Guinea	Port Moresby Technical College	Training Facilities	Reviewed and signed
Palau	Palau Community College	Training Facilities/Pathways	Finalised
Samoa	National University of Samoa	Training Facilities/Services	Reviewed and re-signed
Solomon Islands	Don Bosco Technical Institute	Training Pathways	Finalised
Tonga	Tongan Chamber of Commerce	Customer Contact	Finalised
	Ahopanilolo Technical Institute	Training Pathways	Finalised
Vanuatu	Ministry of Education - Vila North Public School	Training Facilities/Services	Reviewed and re-signed
	Vanuatu Institute of Technology	Training Pathways	Re-signed and ongoing

Annex 3.0 - APTC Training Profile 2013 - 2014

Progress of enrolments and graduates against planned targets	Enrol				Graduate				Enrolment Totals		Graduate Totals	
	Sem 2 2013		Sem 1 2014		Sem 2 2013		Sem 1 2014		13/14 Actual	13/14 Target	13/14 Actual	13/14 Target
	Actual	Target	Actual	Target	Actual	Target	Actual	Target				
Course & Qualification - School of Hospitality and Community Services												
Certificate III in Hospitality Patisserie	28		16		9		12		44	0	21	0
Certificate III in Hospitality (Catering Operations)		16				14		0	16	0	14	
Certificate III in Hospitality Commercial Cookery	49	32	60	48	33	29	44	43	109	80	77	72
Certificate III in Retail Baking (Bread)				16				14	0	16	0	14
Diploma of Community Services Work				40	35	18			0	40	35	18
Certificate III in Children's Services	38	40	64	40	51	54	57	36	102	80	108	90
Diploma of Children's Services	25	20	24		38	36	20		49	20	58	36
Certificate IV in Youth Work	41	40	19	20	39	36	17	18	60	60	56	54
Certificate III in Community Services Work				40				36	0	40	0	36
Certificate III in Home & Community Care/Aged Care	21	20	21		18	18	20		42	20	38	18
Certificate III in Disability	37	20	16	20	16	18	13	18	53	40	29	36
Certificate III in Hospitality	23	40	84	60	28	36	36	54	107	100	64	90
Certificate IV in Hospitality Supervision	36	40	22	20	31	36	13	18	58	60	44	54
Certificate III in Tourism Operations	41	40	24	20	35	36	21	18	65	60	56	54
Certificate III in Hospitality (Lodge)	45	20			17	18	21		45	20	38	18
Certificate IV in Disability	23	20	15	20		18	32	18	38	40	32	36
Certificate III in Hairdressing	30	16			14	14	14		30	16	28	14
Certificate IV in Community Development			19				17		19	0	17	0
Certificate III in Allied Health Assistance			17				15		17	0	15	0
Total School of Hospitality and Community Services	437	364	401	344	364	381	352	273	838	708	716	654

Progress of enrolments and graduates against planned targets	Enrolments				Graduates				Enrolment Totals		Graduate Totals	
	Sem 2 2013		Sem 1 2014		Sem 2 2013		Sem 1 2014		13/14 Actual	13/14 Target	13/14 Actual	13/14 Target
	Actual	Target	Actual	Target	Actual	Target	Actual	Target				
Course & Qualification - School of Trades and Technology												
Certificate III in Automotive Mechanical Technology	73	56	11	56	43	26	37	25	84	112	80	51
Certificate III in Carpentry	91	56	31	14	59	25	39	25	122	70	98	50
Certificate III in Electrotechnology Systems Electrician			28	47		27	13	48	28	47	13	75
Certificate III in Engineering - Mechanical Trade (Fitting and Machining)	5		42	28	18	59	38	43	47	28	56	102
Certificate III in Engineering - Mechanical Trade (Refrigeration and Air Conditioning)	25	14		14	11		11	11	25	28	22	11
Certificate III in Engineering - Mechanical Trade (Diesel Fitting)	28	28	25	70	26	50		25	53	98	26	75
Certificate III in Engineering - Fabrication Trade	21	14	43	28	47	27	15	38	64	42	62	65
Certificate III in Formwork/Falsework				42					0	42	0	0
Certificate III in Painting and Decorating			29	42	28	12	14	12	29	42	42	24
Certificate III in Plumbing	48	36	15		8				63	36	8	0
Certificate III in Wall and Floor Tiling	15	14		14	13	15	15	38	15	28	28	53
Certificate IV in Electronics and Communication		14							0	14	0	0
Certificate III in Applied Fashion Design and Technology			26						26	0	0	0
Totals School of Trades and Technology	306	232	250	355	253	241	182	265	556	587	435	506
Total Enrolments and Graduates Both Schools	743	596	651	699	617	622	534	538	1394	1295	1151	1160
Other Courses - Certificate II and FFS												
Certificate II in Automotive Servicing Technology	27		26						53		0	
Certificate II in Construction	24		22		34		3		46		37	
Diploma of Management	20		30		2		23		50		25	
Diploma of Vocational Education and Training			53						53		0	
Certificate IV in Business			31						31		0	
Certificate IV in Training and Assessment	154		113		57		41		267		98	
Total - Other Courses	225		275		93		67		500		160	

Annex 4.0 - Marketing and Media Report

Media Articles -Register (January – June 2014)

Article	Country	Characteristics	School	Media
Culinary capital	Vanuatu	Competition participation	SHCS	Air Vanuatu In-flight magazine, Island Spirit
Fiji students trained by international master patisserie chef Amanda Young	Fiji	Staff	SHCS	The Australasian Baker Magazine
Students become the teachers of a new generation of patisserie chefs	Fiji	Student experience	SHCS	APTC Website
Building hope video launched	Samoa	Awards	General	Samoa Observer, Facebook page - Australia High Commission and Samoa TV station TV3
APTC distributes Futura resources to TVET partners in the region	Samoa, Vanuatu, PNG, Fiji, Solomon Islands	Community	General	
DBTI - APTC partnership	Solomon Islands	Partnership	General	The Bosconian 2013 School magazine
Australia day supplement APTC articles	Fiji	Community	General	Fiji Times and Fiji Sun
Local trainers make history	Fiji	Staff	STT	Sunday Times - Australia Day Supplement
From Fiji to Abu Dhabi	Fiji	Student experience	SHCS	Sunday Times - Australia Day Supplement
Post School education providers meet	Samoa	Community	General	Samoa Observer
APTC wins prestigious human rights award	Fiji	Awards	General	APTC website
Reopening of Nambanga restaurant	Vanuatu	Student experience	SHCS	Vanuatu Independent newspaper
APTC and RTCs	Vanuatu	Training	General	Vanuatu Daily Post
VCCI Trainers attend training and assessment course at the APTC	Vanuatu	Training	General	Vanuatu Daily Post
Ongoing outreach - APTC	Samoa	Student experience	SHCS	Samoa Cancer Society newsletter
Perina's Got Talent	Fiji	Student experience	STT	Mai life magazine

APTC Alumni welcomes new students	Samoa	Alumni	General	Samoa Observer , APTC Website
APTC TAE40110 Training & Assessment course a must for trainers	Vanuatu	Training	General	Vanuatu Daily Post
Vanuatu liberation history tour launch	Vanuatu	Student experience	SHCS	Vanuatu Daily Post
Australia impressed by local hero	Vanuatu	Student experience	SHCS	Vanuatu Daily Post
Minister for Labour congratulates APTC graduates in Nadi	Fiji	Graduation	General	APTC website
SQA report of PSET Annual Conference	Samoa	Training	General	SQA report of PSET Annual Conference
More skilled Samoans graduate	Samoa	Graduation	General	Samoa Observer
APTC distributes Futura resources to TVET partners	Solomon Islands	Community	General	Solomon Star
Potbelly stoves for final project	PNG	Student experience	STT	The National
More graduates join APTC Alumni	Fiji	Graduation	General	APTC Website
APTC Carpentry students host open afternoon for construction sector	PNG	Student experience	STT	APTC Website
More graduates join APTC Alumni from Vanuatu	Vanuatu	Graduation	General	APTC website
Fiamalamalama highlight autism spectrum	Samoa	Student experience	SHCS	Samoa Observer
Visit from Senator Mason to APTC	Samoa	Student experience	General	APTC website
SQA newsletter - APTC keynote speaker	Samoa	Training	General	SQA newsletter Samoa

Annex 5.0 - Acronyms and Definitions

AG	Advisory Group (APTC)
APTC	Australia-Pacific Technical College, referred to in this document as the College or the APTC
AQF	Australian Qualifications Framework
AQTF	Australian Quality Training Framework
ARF	Adviser Remuneration Framework
ARP	Annual Report and Plan
ASQA	Australian Skills Quality Authority
BDS	Business Development Strategy
CEO	Chief Executive Office
CoP	Community of Practice
CSS	Corporate and Student Services (of the APTC)
EoCL	End of Course Learner Survey
FCS	Fraud Control Strategy
FFS	Fee-for-Service
FNU	Fiji National University
LLN	Language Literacy and Numeracy
LMA	Labour Market Analysis
LMI	Labour Market Intelligence
LT	Leadership Team (APTC)
LT WP	Leadership Team Work Plan
MCCB	Managing Contractor Consortium Board (consisting of TAFE Queensland, Box Hill Institute and GRM International)
MOA	Memorandum of Agreement
NCC	Non campus country (a country where the APTC does not have training venues)
New entrant	Students with Certificate II level qualifications, who meet the theory requirements for entry into a course but have limited to no practical work experience

NGO	Non-Government Organisation
PAF	Performance Assessment Framework
PIC	Pacific Island Country
PIF	Pacific Island Forum (Member countries include Australia, Cook Islands, Federated States of Micronesia, Fiji, Kiribati, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Republic of Marshall Islands, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu)
PNG	Papua New Guinea
POMTech	Port Moresby Technical College
RPL	Recognition of Prior Learning
RTO	Registered Training Organisation
School	Refers to the grouping of relevant training courses,
SHCS	School of Health and Community Services (Stage I) now part of the newly named School of Hospitality and Community Services (SHCS)
SIS	Small Island States (Countries include: Cook Islands, Federated States of Micronesia, Kiribati, Republic of the Marshall Islands, Nauru, Niue, Palau and Tuvalu)
SSIP	Support to the Sugar Industry Project
STT	School of Trades and Technology (formerly ACEM)
TAE	Certificate IV in Training and Assessment
TCFC	Textile Clothing and Footwear Council of Fiji
TLAG	Teaching and Learning Advisory Group
TLC	Teaching Learning and Compliance Managers
TVET	Technical and vocational education and training
USP	University of the South Pacific
VET	Vocational Education and Training
VTC	Vivekananda Technical College
VQF	VET Quality Framework (formerly AQTF)