

VRQA 2015-072
RTO 3811
02/02376



Victorian Registration &
Qualifications Authority

Ms Rosales Martinez
Executive Manager
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Dear Ms Martinez

Renewal of Registration Audit

I am writing to you in relation to the audit of the application for renewal of registration of Fitzroy Learning Network Inc registered as a Registered Training Organisation (RTO) pursuant to Part 4.3 of the *Education and Training Reform Act 2006* (ETR Act).

It is a condition of the ETR Act that a RTO must comply with the minimum conditions and standards and any guidelines for registration including the *Australian Quality Training Framework Essential Conditions and Standards for Continuing Registration (AQTF)* and the *VRQA Guidelines for VET Providers (VRQA Guidelines)*.

An independent audit on 7 and 8 April 2015 assessed the compliance of Fitzroy Learning Network Inc against these standards for the purpose of renewal of registration. I note that you accepted the findings of the **AQTF** and **VRQA Guidelines** audit report in full and have not provided comments on the draft audit report which was provided to you by the auditor apart from a typographical error.

I enclose, for your attention, a copy of the final audit report which indicates significant non-compliance with the **AQTF** and non-compliance with **VRQA Guidelines**.

Given the extent of non-compliance of Fitzroy Learning Network Inc as a RTO, you are required under Part 4.3.17 of the ETR Act to provide, within 28 days of receipt of this letter, documented evidence of how the non-compliance has been rectified.

On the basis of the findings I have decided to renew the registration of Fitzroy Learning Network Inc as a RTO until **30 May 2020** on condition that the two staff without TAE40110, Claire Taylor and Nicole Adornetto, do not train or assess until evidence is provided that they meet the requirements of AQTF 1.4.

Please be advised that the Victorian Registration and Qualifications Authority (VRQA) is satisfied that your organisation meets the financial viability requirements in compliance with the **ETR Act**, and as an ACFE provider you are exempt from the principal purpose requirements.

Should you have concerns about the conduct of the registration/audit process please address these in writing to the Complaints Manager, VRQA, GPO Box 2317, Melbourne, 3001.

If you have any further questions, please contact Ms Julie Florence on (03) 9032 1560 or email florence.julie.e@edumail.vic.gov.au.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Lynn Glover', is written over the 'Yours sincerely' text.

LYNN GLOVER
Director, VRQA

12 May 2015