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| **RTO name:** |  |
| **Course duration:** |  |
| **Code and title:** |  |
| **Purpose of program:** |  |
| **Packaging rules:** |  |
| **Recent changes to the training package** |  |
| **Entry requirements or prerequisites:** |  |
| **Pathways (if applicable):** |  |
| **Regulations, licensing and registration requirements:** |  |
| **Units of competency:** | **Code** | **Title** | **Core/Elective** |
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| **Target learners:** |  |
| **Characteristics of target learners:** |  |
| **Required facilities and equipment:** |  |
| **Support services available:** |  |
| **Reasonable adjustment options:** |  |
| **Learning resources:** |  |
| **Delivery and assessment arrangements:** | **Segment** | **Unit code** | **Unit name** | **Time allocation**(e.g. Days, hours, weeks, months) |
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| **Delivery mode:** |  |
| **Delivery venue details:** |  |
| **Assessment methods:** |  |
| **Assessment tools:**  |  |
| **Evidence gathering techniques:** | **Key codes** |
| **A** |  |
| **B** |  |
| **C** |  |
| **D** |  |
| **E** |  |
| **F** |  |
| **Unit code** | **Unit title** | **A** | **B** | **C** | **D** | **E** | **F** |
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| **Delivery and assessment staff:** | **Unit code** | **Staff name** | **Train** | **Assess** |
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| **Assessment Validation:** |  |
| **Transition requirements:**  |  |
| **Quality assurance policy**  |  |
| **Document formatting procedures** |  |
| **Document filing procedures** |  |
| **Document storage procedures** |  |
| **Version control procedures** |  |
| **Date approved:** |  |