



Applying to study at a TAFE college

Full time study

If you want to study full time at a Western Australian TAFE college, you may need to apply through TAFE Admissions. The quickest and easiest way to apply is by visiting their website at tasonline.tafe.wa.edu.au.

Applications to study full time at North Regional TAFE are handled directly by the college. North Regional TAFE can be contacted on 1300 996 573 or info@nrtafe.wa.edu.au.

If you have queries about applying online, please visit your local TAFE college and they will assist you.

TAFE college	Contact phone number	Contact email
North Metropolitan TAFE	1300 300 822	enquiry@nmtafe.wa.edu.au
South Metropolitan TAFE	1800 001 001	info@smtafe.wa.edu.au
Central Regional TAFE	1800 672 700	info@crtafe.wa.edu.au
South Regional TAFE	1800 621 445	enquiry@srtafe.wa.edu.au
North Regional TAFE	1300 996 573	info@nrtafe.wa.edu.au

Once you have completed your online application, you will receive an email from TAFE Admissions outlining the documents that are required to complete your application. You can submit these documents in the following ways:

- Post them to TAFE Admissions, Locked Bag 16 Osborne Park DC 6916;
- In person: to your nearest TAFE college;
- Facsimile: 08 6212 9880; or
- Email: tafe.admissions@dtwd.wa.gov.au.

Admission into TAFE college courses is dependent on whether the course has been classified as **competitive** or **non-competitive**.

Entrance requirements for competitive courses

If a course has more applicants than there are places available at a particular location, then it is considered a **competitive course**. To **apply to study in a competitive course**, you need to meet:

- minimum literacy and numeracy skills requirements; **or**
- a particular AQF level (or qualification level for example – Certificate III = AQF Level 3); **and**
- additional selection criteria based on your academic achievements and/or work experience.

Some competitive courses may also specify entrance requirements such as a folio (for example, art and design courses) and some courses may require students to commence at a level specified in that particular industry training package (for example, Certificate III).

To find out more about entry requirements for your chosen course, look at *The Full Time Studies Guide* website at fulltimecourses.tafe.wa.edu.au.

Entrance requirements for non-competitive courses

To apply to study in a non-competitive course, you need to meet:

- minimum literacy and numeracy skills; **or**
- a particular AQF level (or qualification level for example - Certificate III = AQF Level 3).

Minimum literacy and numeracy skills OR AQF level

Applicants for competitive and non-competitive courses need to demonstrate minimum literacy and numeracy skills or have achieved particular Australian Qualifications Framework (AQF) qualification levels. Requirements from one of the columns below need to be met.

For example, a school leaver can apply by providing evidence against either the requirements in the **School leaver column** or in the **AQF column**.

Minimum literacy and numeracy skills			
Entry requirements	School leaver	Non-school leaver	AQF or qualification level previously achieved
Certificate I	Nil	Nil	Nil
Certificate II	OLNA* or NAPLAN 9 Band 8	C grades in Year 10 English and Maths or equivalent	Certificate I or Certificate II
Certificate III	OLNA* or NAPLAN 9 Band 8	C grades in Year 10 English and Maths or equivalent	Certificate I or Certificate II
Certificate IV	C grades in Year 11 WACE General English, and OLNA* or NAPLAN 9 Band 8	C grades in Year 11 English and Maths or equivalent	Certificate II or III
Diploma or Advanced Diploma	Completion of WACE General or ATAR (minimum C Grades) or equivalent	Completion of WACE General or ATAR or equivalent (minimum C Grades)	Certificate III or IV

*[OLNA](#) – Online Literacy and Numeracy Assessment developed by the WA School Curriculum and Standards Authority.

Other documents may be used to demonstrate minimum literacy and numeracy skills. For information contact TAFE Admissions by email tafe.admissions@dtwd.wa.gov.au or phone 08 6212 9888.

Applicants who are unable to provide documentation can sit a literacy and numeracy test arranged by TAFE Admissions.

Selection criteria

If you have applied to study in a competitive course and can demonstrate minimum literacy and numeracy skills, you will then be assessed and ranked against the following selection criteria.

Selection criteria (Maximum of 90 points)	
Academic achievement (Maximum of 60 points)	Work history (Maximum of 30 points)
Derived from the highest points from either: <ul style="list-style-type: none"> secondary education results; or completed AQF qualification. 	Credit for total hours worked at 0.003 points per hour via: <ul style="list-style-type: none"> employment; work experience; or community services/volunteer work.

Offers are made to applicants with the highest total point scores.

For further detailed information on how points are awarded please refer to the *TAFE Admissions guide for entry to full time courses* which can be found at fulltimecourses.tafe.wa.edu.au.

Overseas qualifications

If you want to apply to study at a TAFE college in Western Australia but your qualifications were awarded overseas you should do one of the following prior to applying through TAFE Admissions.

- For assessment of equivalence of **overseas secondary education qualifications**, please apply to the School Curriculum and Standards Authority at scsa.wa.edu.au/forms/overseas-qualifications.
- For comparative assessment of **all other overseas gained qualifications** (Certificate IV and above) to the Australian Qualifications Framework, please apply to the [Overseas Qualifications Unit](#).

English language competence

Applicants from countries where English is not the official language will need to demonstrate that they possess adequate English language skills.

The following are considered by TAFE Admissions to be English-speaking countries and do not need to demonstrate English language competence.

- Canada (excluding French Canadian territories)
- South Africa
- New Zealand
- United Kingdom
- Republic of Ireland
- United States of America

Preferences

When applying to study at a TAFE college in WA, you can choose up to four course preferences. Preferences are determined by a course and location combination.

Your courses should be listed in the order of your preference that is, the course you would like to study most should be listed first and so on. It is a good idea to include four choices, as this will increase your chances of receiving a place.

You can change your preferences after you have submitted your application, but it must be done by the advertised closing date.

Further information

Telephone: 13 64 64

Website: jobsandskills.wa.gov.au

Online enquiry form: jobsandskills.wa.gov.au/enquiry

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