

Overview of the Credential Policy and Compliance Requirements

To facilitate clear and outcome-focussed Standards that go to the heart of quality training delivery, the *Standards for RTOs 2025* (revised Standards) comprise three elements:

* the Outcome Standards,
* the Compliance Requirements (including the Fit and Proper Person Requirements and NRT Logo Conditions of Use Policy), and
* the Credential Policy.

The Credential Policy and Compliance Requirements largely reflect requirements drawn from the previous *Standards for RTOs 2015* (2015 Standards). Where there are changes, these are outlined below.

The Credential Policy will come into effect alongside the Outcome Standards and Compliance Requirements on 1 July 2025.

# Credential Policy

The Credential Policy sets out the credential requirements for people delivering training and assessment and undertaking validation of assessment. This largely reflects credential requirements from the 2015 Standards,which were updated on 1 March 2024. Further information on the update is available at [Early Changes to the Current Standards for RTOs - Department of Employment and Workplace Relations, Australian Government](https://www.dewr.gov.au/skills-reform/quality-reforms/early-changes-current-standards-rtos). The Credential Policy has provided an opportunity to further refine the credential requirements of persons delivering training, assessment, or validation, and to clarify areas which were unclear based on the sector’s feedback on the early changes.

All individuals delivering training and assessment will continue to be required to meet requirements around holding relevant industry competencies, skills and experience, maintaining an understanding of current industry practices, and undertaking professional development to maintain current skills in training and assessment.

In addition to these requirements, the following changes are outlined in the Credential Policy:

* Enabling individuals who hold the 2010 version of the Certificate IV in Training and Assessment (TAE40110) to deliver training and assessment without needing to hold the two additional units of competency in addressing adult language, literacy and numeracy skills and designing and developing assessment tools.
  + Recognising that previous changes to the Standards in 2016 requiring qualification upgrades caused burden and expense to the sector, this change is designed to alleviate the sector’s concerns around mandatory upgrades and help ease workforce pressures by enabling those holding the 2010 version of the qualification to re-enter the workforce without completing additional units.
  + This also supports greater alignment with the latest version of the Certificate IV in Training and Assessment (TAE40122), given that the updated versions of the additional units are no longer core units in the qualification.
  + To ensure currency of skills and quality training for those with the older qualification, the Standards still require all trainers and assessors to undertake professional development to ensure current skills and knowledge in training and assessment, and to hold relevant industry competencies, skills and knowledge.
* Expanding the term ‘diploma or higher-level qualification in adult education’ to ‘diploma or higher-level qualification in adult education **or vocational education and training**’ and including a definition to provide greater clarity and address existing confusion around this term identified in consultation feedback. This helps to clarify that persons with vocational education and training qualifications can deliver training and assessment.

The Credential Policy also provides clarification in areas where consultation showed this was needed including:

* clarifying that RTOs must ensure the credentials held by trainers and assessors are relevant to the context they are working in,
* reinforcing the requirement for trainers and assessors to have industry competencies, skills and knowledge, and
* clarifying the role of the person providing direction, including where they are providing direction to industry experts.

# Compliance Requirements

The Compliance Requirements set out the conditions that all RTOs must meet to obtain or maintain registration. The content of the Compliance Requirements reflects administrative and process-driven requirements drawn from the 2015 Standards, with amendments to make requirements easier to navigate, and some changes to better support integrity. Following feedback from the sector on the draft Compliance Requirements policy document, the requirement for RTOs to keep records of all AQF certification documentation issued to VET students for 30 years has been retained.

There are two Schedules attached to the Compliance Requirements instrument to incorporate the Nationally Recognised Training (NRT) Logo Conditions of Use Policy, and the Fit and Proper Person Requirements (FPPRs). Please note these Schedules contain minimal changes to the current FPPRs, and minimal changes to streamline the NRT Logo Conditions of Use Policy as outlined below.

Key changes to administrative requirements for RTOs include:

* Broadening concepts in the 2015 Standards into a general requirement to ensure secure maintenance of learners’ personal information, to highlight the importance of this.
* Including a requirement around retention of learner assessment items previously enshrined in guidance and extending the retention period to at least two years following the learner’s completion of the training product to ensure evidence is available to support regulatory activities.
* Where a training product is superseded, RTOs must continue to comply with the one-year timeframe to cease enrolment of new learners. The set timeframe for transitioning or teaching out existing learners has been replaced with a requirement that this be undertaken in a timely manner. This new requirement is designed to minimise disruption for existing learners and reduce administrative burden on RTOs including reducing the number of requests for extensions to the transition period made to the regulator. Jobs and Skills Councils (JSCs) would retain the ability to recommend adjustments to VET regulators by exception based on stakeholder consultation, for example to recommend set end-date for delivery of a particular training product to existing learners where required to address safety risks or licensing implications.
* Simplifying requirements around the submission of the annual declaration on compliance.
* Clarifying requirements for notifying the VET Regulator of material changes and reducing the timeframe from 90 days to 10 business days to strengthen integrity.
* Clarifying requirements around third party arrangements, by providing a more detailed definition and further detail about what must be included in written agreements with third parties, drawing on regulatory guidance and related frameworks to support greater clarity and consistency.
* Removing requirements that duplicate requirements in the *National VET Regulator Act 2011* to reduce regulatory burden.
* Streamlining prepaid fee protection requirements to support navigation and clarity.
* Streamlining requirements on the use of the Nationally Recognised Training (NRT) Logo to reflect existing requirements from the current Standards in addition to ASQA’s NRT Logo Specifications.