

VicRoads Licensed Vehicle Tester Training Program

INFORMATION SHEET

This document provides comprehensive information to assist you in enrolling in this course.

- Technical and enrolment information including information in relation to the pre-testing prior to enrolment
- Enrolment form (attached to email) to be completed and returned via email or fax.
- This course does not allow for concessions. It is full fee only.
- Course must be paid for prior to commencement to confirm your place in the course.
- Campus maps.
- Accommodation suggestions.

VENUES:

Melbourne: Federation Campus | Chadstone

Level 1, Building C, 41 Drummond Street, Chadstone VIC

Ballarat: Federation University | SMB Campus

Corbould Building, Cnr Grant and Albert Streets, Ballarat City VIC

DATES AND TIMES:

Pre-testing: Every Tuesday evening @ 7 pm at Federation Campus, Chadstone– 2 hours in duration

LVT day course: 8.30 am – 5.00 pm


CATERING:

LVT program: Morning/afternoon tea and lunch included

ENROLMENT AND ADMINISTRATION

Sarah Ohlsen | Administration Officer

: lvt@federation.edu.au

: 03 5327 8071 F: 03 5327 8715

**For more information in relation to a LVT licence application please refer to the VicRoads website:
www.vicroads.vic.gov.au**

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PRE PROGRAM TESTING

Prior to being accepted to attend this program you will be required to complete a written test in the following two areas:

1. Language, Literacy and Numeracy (LLN) Assessment
2. Mechanical Knowledge Assessment

Both these tests will be scheduled at our Chadstone (Tuesday evening) or the Ballarat campus.

VICROADS PROGRAM OUTLINE

This program covers the regulations and requirements of a VicRoads Licensed Vehicle Tester (LVT) vehicle examiner, application documents and requirements to become a LVT Licensee and completion and understanding of all roadworthy related documentation.

A vehicle tester / examiner must have successfully completed and passed each of the three units listed below (AU003 – AU005) and be employed by a LVT before applying to become a Licensed Vehicle Tester. Individual unit enrolment is available for Administration, Structural Awareness & LPG Inspection. LPG inspection (AU006) is **optional** for regular vehicle inspection but required if testing LPG equipped vehicles.

Staff that will not test vehicles but need to complete the Certificate of Roadworthiness must have completed the Administration unit (within 6 months of the application). All testing staff (new & existing) must have completed a Structural Awareness unit.

The Technical Inspection part of this course is only available to qualified motor mechanics who hold a current driver's licence for light vehicles (cars).

Participants need to supply, upon application, a colour photocopy of their mechanical qualification (testers only) and their driver's licence (all - photo ID).

Successful completion of this training and provision of the information required by VicRoads will allow participants to apply to VicRoads to become a registered vehicle tester for an existing LVT or to apply for a new LVT Licence within Victoria.

The course takes 5 days:

- 1 day Administration (unit AU003);
- 3 days Technical Inspection & Modification Instruction (unit AU004) and
- 1 day Structural Awareness (unit AU005).

Assessment work involves using the various regulations, bulletins, etc... to locate information, entering a selection of the researched questions in an online quiz, performing practical demonstration of skills and use of equipment needed to complete a roadworthy inspection & certificate correctly, using a computer to access various web sites, download documents, take, download and store photos as per VicRoads requirements.

UPON SUCCESSFUL COMPLETION of this course participants will:

- be aware of the liabilities and responsibilities involved in being a Licensed Vehicle Tester
- be able to complete all the documentation relevant to the position of Licensed Vehicle Tester
- be able to operate a computer and digital camera to comply with VicRoads record keeping requirements
- be able to access information and standards that are required when conducting a roadworthy inspection
- be able to complete a road worthy inspection on a light vehicle to the VicRoads vehicle standards

UNSUCCESSFUL COMPLETION

If you fail any assessment during the course you are required to undertake another assessment at a later date within one month of the course. This will be at a cost of \$150. If this assessment is failed you will be required to re enrol and undertake the complete program.

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PROGRAM DATES

LVT program dates

Month	Dates	Testing session (1 day)	Location
July/August	31/7 – 3/8	8/9 August	Melbourne
August	21 – 24	29/30 Aug	Melbourne
September	18 – 21	26/27 Sept	Melbourne
October	9 – 12	17/18 Oct	Melbourne
October	23 – 26	31 Oct/1 Nov	Ballarat
October/Nov	30/10 – 2/11	8/9 Nov	Melbourne
November	13-16	28/29 Nov	Melbourne
November	20 – 23	30 Nov/1 Dec	Melbourne

Please note: Structural awareness can be available on the fourth day of the LVT program on request

Administration dates - 1 day program

- first Monday of the month

August	7
September	4
October	2
December	4

Structural Awareness – 1 day program

Aug	15
Oct	19

LPG dates – 1 day program

July	26
Sept	28

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PROGRAM COSTS

UNITS OF STUDY	DURATION	PRICE (gst free)
Pre-test: LLN/Mechanical assessment	2 hours	\$143
Administration Technical Inspection Structural Awareness	5 days (4 days + testing day)	\$2,145
Administration / Technical Inspection	4 days	\$1,859
Administration	1 day	\$548
Structural Awareness	1 day	\$548
LPG Inspection	1 day	\$548
Retesting for LVT units	As required	\$150

ENROLMENT CHECKLIST

Please ensure all items below are returned to Federation University for the enrolment to be processed

- Enrolment form
- Scanned copy of the applicant's qualifications (not required for Administration unit)

VicRoads Licensed Vehicle Tester Training Program

Melbourne venue: Federation Training @ Chadstone

(maximum class size: 12 students)

Building C – 1st floor

Federation Training

41 Drummond Street

Chadstone 3148

Hours 8.30am – 5.00pm

Onsite parking available



Suggested accommodation:

Punhill Oakleigh

Cnr Princes Hwy & Warrigal Rd
Oakleigh

☎: 1300 731 299

(Quote Federation University for special rate)

VicRoads Licensed Vehicle Tester Training Program

Ballarat venue: Federation University – Corbould Building

(Maximum class size: 10 students)

