

# Information Sheet - 2025

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

- Technical and enrolment information including the pre-testing prior to enrolment.
- Enrolment form to be completed and returned via email.
- 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.

## Pretesting

All pretesting is completed online. The cost for your pretest must be added to your total cost on the enrolment form. e.g. Full LVT total cost = \$2280.42

Pre-testing: Approximately 2 hours

## Venues and times for LVT program

**Melbourne: Factory 8/49 Corporate Boulevard, Bayswater, VIC**

**Ballarat: Federation University | SMB Campus**

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

**LVT times:** 8.30 am – 5.00 pm

## Catering

Morning/afternoon tea and lunch included

## Enrolment and administration

LVT Department

✉: [lvt@federation.edu.au](mailto:lvt@federation.edu.au)

☎: 03 5327 8071

For more information in relation to a LVT licence application please refer to the VicRoads website:  
[www.vicroads.vic.gov.au](http://www.vicroads.vic.gov.au)

## Pre-program testing - compulsory

Prior to being accepted to attend this program you will be required to complete and pass an **online** assessment in the following two areas:

1. Language, Literacy and Numeracy (LLN) Assessment (VR001) – for administration applicants and LVT applicants.
2. Mechanical Knowledge Assessment (VR002) – LVT examiner applicants only
3. At the time of application applicants for the LVT program will be required to supply a certificate of completion of an approved apprenticeship in the area they're seeking a license for and it must be from an approved training organization or provide evidence of 7 years trade experience (to be approved by VicRoads).
4. Applicants for the LVT program will supply a copy of a current driver's licence for the vehicles they're wishing to test which does not have any restrictions that will prevent them from road testing vehicles as required.

If you, the applicant, have any concerns over eligibility to undertake this course, Federation University advises you to contact VicRoads for further clarification on eligibility. Please contact them on 1300 309 571.

## 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. Also covered is the 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 (VR003 – VR005) 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 (VR007) is optional for regular vehicle inspection but required if testing LPG equipped vehicles.

Non testing owners or nominated staff that will not test vehicles but need to complete the Certificate of Roadworthiness must have completed the Administration unit (new business applications within 6 months of the course completion). Prior to being accepted into the online program they must also complete a pretest (LLN assessment only)

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).

**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. The final decision will be made by VicRoads upon application.**

The blended course takes the equivalent of four (4) days:

1 day (equivalent) Administration (unit VR003) – online module (plus one hour assessment in class);

2 days Technical Inspection & Modification Instruction (unit VR004) (plus a two hour assessment); and

1 day Structural Awareness (unit VR005).

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. Participants will also be required to complete a roadworthy inspection on a vehicle to 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. Costs are listed on the pricing page (see page 5). If this assessment is failed you will be required to re-enrol and undertake the complete program.

## Program dates for 2025

### LVT program dates

The LVT program is a blended program comprising an online unit (administration) and three days face to face program. There is then a three-hour assessment session that will test the participant in their ability to complete a roadworthy on a car to VicRoads standards.

These are the courses for Ballarat and Bayswater, please choose your preferred date and location.

#### Ballarat

Class Dates
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3-6 February	28-31 July
17-20 March	8-11 September
12-15 May	20-23 October
16-19 June	24-27 November

#### Bayswater

Dates
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20-24 January	7-11 July
17-21 February	21-25 July
3-7 March	11-15 August
24-28 March	25-29 August
7-11 April	1-5 September
5-9 May	15-19 September
19-23 May	6-10 October
2-6 June	27-31 October
23-27 June	17-21 November
	1-5 December

### Administration – online program

Participants are required to complete a pretest session covering a language, literacy, and numeracy (LLN) test prior to being accepted into the administration program. The assessment for this online unit must be completed face to face at one of our venues.

Administration sessions will be held on the second class date of each LVT Program @1pm at whichever location is chosen.

Venues for assessment: Bayswater / Ballarat

### LPG – 1 day program

Participants must already hold a LVT licence. A full day course.

Venue: Federation University, Bayswater site

The next LPG sessions will run early 2025 and mid year, please email or phone to be placed on the waiting list.

# Program Costs 2025

Pretest & Admin Program	\$559.40
Pretest & Full LVT	\$2372.10
Motorcycle LVT Program	\$1710.00
LPG Session	\$610.40

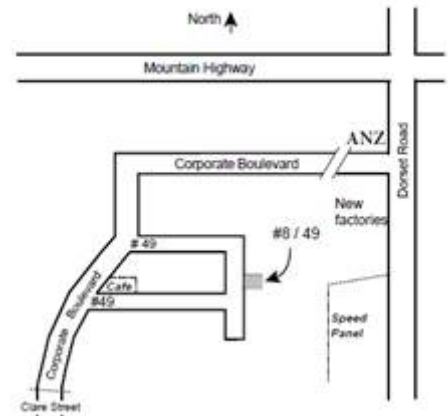
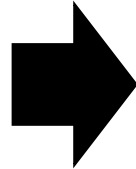
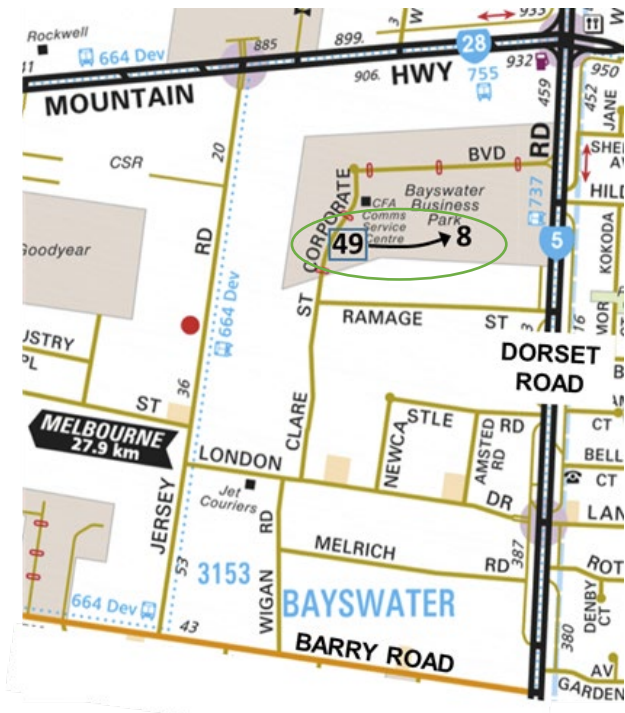
Venue – LVT program:

Factory 8/49 Corporate Boulevard, Bayswater 3153

Limited venue parking available

Directions will be given on arrival to assigned car parks

(Maximum class size: 8 students)



## Ballarat venue – LVT program: Federation TAFE – Corbould Building (Maximum class size: 8 students)

Entrance from Grant Street ramp into the building.

