

Information Sheet - 2023

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

- Technical and enrolment information including the pre-testing prior to enrolment.
- Enrolment form (attached to email) 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.

Venues and times for pretesting

All pretesting is completed online.

Pre-testing: 2 hours in duration for the LVT program (refer p 2)

1 hour if enrolling in the Administration unit only (refer p 2)

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

☎: 03 5327 8071

For more information in relation to a LVT licence application please refer to the VicRoads website:
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 license 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) – see above Pre-program testing.

The Technical Inspection part of this course is only available to qualified motor mechanics who hold a current driver's license 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);
- 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 within one month of the course. 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 2023

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	Assessment session (3 hour session on one day)
27 February – 1 March	2 March
3 – 5 April	6 April
22 – 24 May	25 May
10 – 12 July	13 July
14 – 16 August	17 August
18 – 20 September	21 September
30 October – 1 November	2 November
4 – 6 December	7 December

Bayswater

Dates	Assessment session (3 hour session on one day)
16 – 18 January	19 & 20 January
30 January – 1 February	2 & 3 February
20 – 22 February	23 & 24 February
27 – 29 March	30 & 31 March
1 – 3 May	4 & 5 May
29 – 31 May	1 & 2 June
26 – 28 June	29 & 30 June
31 July – 2 August	3 & 4 August
28 August – 30 August	31 August & 1 September
2 – 4 October	5 & 6 October
13 – 15 November	16 & 17 November
27 – 29 November	30 November & 1 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 @10am at whichever location is chosen.

Venues for assessment: Bayswater / Ballarat

LPG – 1 day program

Participants must already hold a LVT license.

Venue: Federation University, Ballarat or Bayswater site

Sessions are dependent on numbers, please enquire if you are interested in the LPG Course.

Program Costs 2023

Units of study	Duration	Price
Pre-test: LLN/Mechanical assessment	Online: 2 hours	\$84.00
Pre-test: LLN only	Online: 1 hour	\$42.00
Administration Technical Inspection Structural Awareness	4 days (equivalent) (+3 hour testing session)	\$2,130.00
Technical Inspection Structural Awareness	3 days (+2 hour testing session)	\$1,650.00
Administration	Online unit	\$480.00
Structural Awareness	1 day	\$570.00
LPG Inspection	1 day	\$570.00
Administration retest Technical Inspection retest Structural Awareness retest	As required	\$160.00

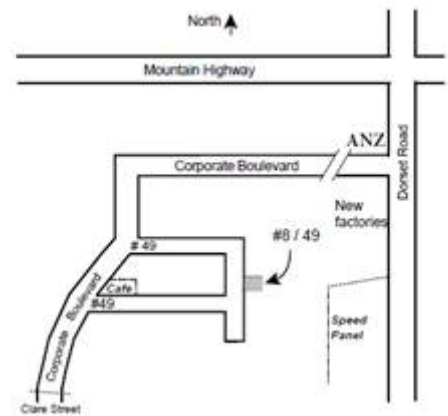
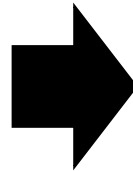
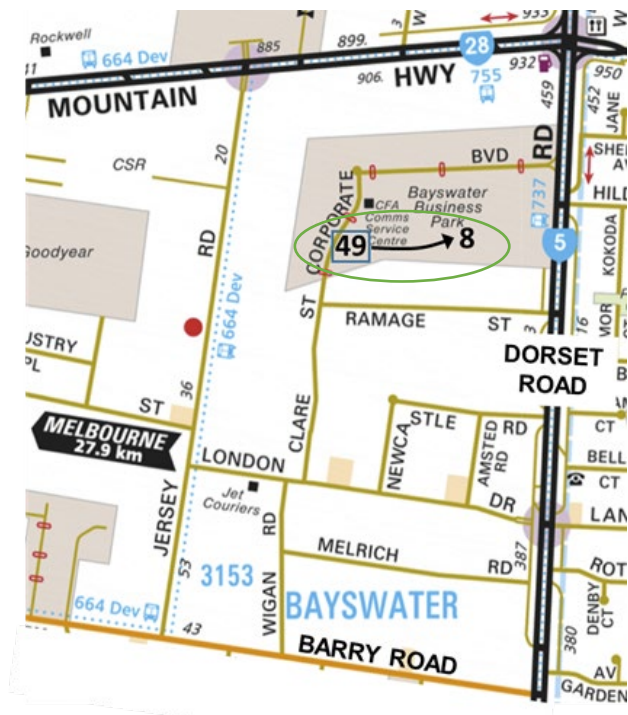
Venue – **LVT program:**

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.

