

7 September 2015



Australian Government

Australian Skills Quality Authority

Ms Lynne Stephens
Managing Director / CEO
AUSTRALASIAN LEADERSHIP ACADEMY PTY. LTD.
PO Box 893
COOLUM BEACH QLD 4573

By email to: lynnestephens@australasianleadership.com

RTO ID: 41012
Audit No: 1006827

Dear Ms Stephens

Re: Audit finalised

This notice is to advise that the recent post-initial conducted on AUSTRALASIAN LEADERSHIP ACADEMY PTY. LTD. has been finalised and that your registered training organisation (RTO) has been noted for its ongoing compliance with the VET Quality Framework as relevant to the scope of the audit.

The findings of this audit will contribute to the records retained of your RTO's compliance history and to the risk rating assigned to your organisation.

A copy of the final audit report is attached for your reference.

Thank you for your organisation's cooperation throughout this audit activity. An invoice for this compliance audit will soon be issued.

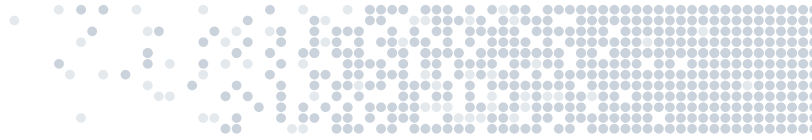
You are reminded that an ongoing condition of your registration is compliance with the VET Quality Framework.

Further information and assistance

If you require further information or assistance in relation to this matter, please contact the Info Line on telephone 1300 701 801 or by email at enquiries@asqa.gov.au.

Yours sincerely

JANE CONNELLAN
A/Manager Regulatory Operations



Audit report – VET Quality Framework Standards for Registered Training Organisations 2015

ORGANISATION DETAILS

Organisation's legal name:	AUSTRALASIAN LEADERSHIP ACADEMY PTY. LTD.
Trading name/s:	Australasian Leadership Academy
RTO number:	41012
CRICOS number:	n/a

AUDIT TEAM

Lead auditor:	Daniel Taylor
Assistant/s:	n/a
Technical advisor/s:	n/a

AUDIT DETAILS

Application number/s:	n/a	
Audit number/s:	1006827	
Audit reason 1:	Post initial	
Audit reason 2:	n/a	
Audit reason 3:	n/a	
Activity type:	Site visit	
Address of site/s visited:	22 / 20 Anchorage CCT TWIN WATERS QLD 4564	
Date/s of audit:	27/08/2015	
Organisation's contact for audit:	Lynne Stephens lynnestephens@australasianleadership.com	Managing Director / CEO 07 5448 7792
Clauses audited:	1.1 – 1.21, 1.26, 1.27, 2, 3, 4, 5, 6, 7.3, 8.2, 8.6	

BACKGROUND

- Prior to becoming a Registered Training Organisation, the organisation partnered with various RTOs to deliver leadership training. The aim of the organisation is to customise training to suit the needs of its clients and maintain a strong industry focus.
- The organisation currently has an MOU in place with Uniforte' who provides training services for and is the course copyright owner of 30906QLD Diploma of Organisational Change Management
- The organisational structure consists of Chief Executive Officer, Project Officer / RTO Manager, IT Manager and contract facilitators who are based in New South Wales and Queensland (they are contracted to specific programs and organisations depending on their experience and qualification).



ORIGINAL FINDING AT TIME OF AUDIT

Audit finding as at 27/08/2015: Compliant

- The level of non-compliance considers the potential for an adverse impact on the quality of training and assessment outcomes for students.
- If non-compliance has been identified, this audit report describes evidence of the non-compliance.
- Refer to notification of non-compliance for information on providing further evidence of compliance.

AUDIT FINDING FOLLOWING ANALYSIS OF RECTIFICATION EVIDENCE

Audit finding following analysis of additional evidence provided on dd/mm/yyyy: n/a

AUDIT FINDING BY STANDARD

Standard	Original finding	Finding following rectification
Standard 1	Compliant	n/a
Standard 2	Compliant	n/a
Standard 3	Compliant	n/a
Standard 4	Compliant	n/a
Standard 5	Compliant	n/a
Standard 6	Compliant	n/a
Standard 7	Compliant	n/a
Standard 8	Compliant	n/a

ABOUT THIS REPORT

This report details findings against the *Standards for Registered Training Organisations 2015*.

The evidence guidance included against each clause is designed to guide the auditor and RTO on the requirements of the clause. The evidence guidance is not designed to limit the audit findings and there may be other factors an auditor takes into consideration when determining whether compliance has been demonstrated.

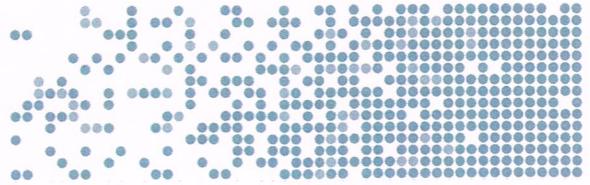
Where evidence of non-compliance is identified, the '*Reasons for finding of non-compliance*' section of the report will document the issues that were considered in the formulation of a finding of non-compliance.



Australian Government

Australian Skills Quality Authority

Certificate of Registration



This is to certify that

Australasian Leadership Academy Pty Ltd

trading as

Australasian Leadership Academy

is registered by the Australian Skills Quality Authority
under the *National Vocational Education and Training Regulator Act 2011*
(the Act) as an NVR Registered Training Organisation (RTO).

from **3 September 2019**

until **2 September 2026**

RTO code: **41012**

The organisation's scope of registration is listed on the National Register.

Registration is subject to continue compliance with the:

- VET Quality Framework
- conditions set out in sections 22 to 28 of the Act
- conditions imposed on the organisation's registration under subsection 29(1) of the Act.

Mark Paterson
Chief Commissioner
Australian Skills Quality Authority

Issued on **13 June 2019**

under section 19 of the Act

13 June 2019



Australian Government
Australian Skills Quality Authority

Ms Lynne Stephens
Chief Executive Officer
Australasian Leadership Academy Pty Ltd
PO Box 893
COOLUM BEACH QLD 4573

Application No: RENVET0004537

Dear Ms Stephens

Re: Outcome of Renewal of Registration Application—Granted

I refer to your application to renew your registration as a national VET regulator (NVR) registered training organisation (RTO). In accordance with the provisions of the *National Vocational Education and Training Regulator Act 2011* (NVR Act), your application for registration has been granted. The National Register has been updated to include the following key details of your organisation:

Legal name: Australasian Leadership Academy Pty Ltd


RTO ID number: 41012

Period of registration

Your organisation has been granted registration for a period of 7 years which commences on 3 September 2019 and is due to expire on 2 September 2026. Your organisation's Certificate of Registration is attached. You can apply to the Australian Skills Quality Authority (ASQA) to withdraw your organisation's registration, and timeframes and obligations apply to that process. There are also obligations on organisations that effectively cease to operate, even though they remain registered as RTOs. Further information about obligations in these circumstances is available from the [ASQA website](#).

Scope of registration

The organisation's scope of registration – the vocational education and training (VET) courses that your organisation is registered to provide – is listed on the National Register. Please note that Sections 93-94 of the Act provide for the imposition of monetary penalties on RTOs that provide all or part of a VET course outside scope of registration. If the training and assessment provided is likely to lead to students applying for a licence/recognition to operate in a relevant industry, you will need to ensure that you meet the requirements of the relevant national or state/territory regulator/s. Organisations that ASQA has formal arrangements with that may have additional requirements to be met beyond registration with ASQA before training and assessment will be recognised for industry licensing, registration or other approval can be found in the [External licensing & additional registration requirements spreadsheet](#) on



the ASQA website. Please contact the relevant regulator/s to ensure you have satisfied regulatory requirements before delivery and ensure that marketing materials are accurate.

Changes to scope of registration

You must apply to ASQA if your organisation wishes to change its scope of registration by either adding or removing a VET course. Information on the process to make changes to your scope of registration is available from the [ASQA website](#).

RTO ID number

You **must** quote your organisation's RTO ID number in all future correspondence with ASQA. This number **must** also be included on the qualifications and statements of attainment that you issue and the marketing materials that you use as an RTO.

Maintaining compliance

Please note that this notice does not constitute certification that your organisation, or any material provided either with your application or reviewed in assessing your application, complies with all requirements of the VET Quality Framework or applicable conditions of registration. I wish to remind you that you have signed a statutory declaration in which you have accepted responsibility for ensuring compliance with the VET Quality Framework. This framework comprises the following components:

- the *Standards for Registered Training Organisations (RTOs) 2015*
- the Quality Standards
- the Australian Qualifications Framework
- the Fit and Proper Person Requirements of the Act
- the Financial Viability Risk Assessment Requirements of the Act
- the Data Provision Requirements of the Act.

This is an important commitment that requires you to actively manage and monitor your RTO's activities to ensure that compliance is maintained at all times and across all of your operations. RTO compliance is the mandated foundation upon which organisations should plan and achieve quality improvements to their training and assessment services.

ASQA fees and charges

Please refer to ASQA website for details of [fees and charges](#) that apply to your registration.

Conditions of registration

You are required to comply with the conditions of registration set out in Sections 22-28 of the Act, as well as any additional conditions that ASQA, as the national VET regulator, has imposed on your organisation's registration.

Access to Documents

Your organisation may also have the right of access to further documents under the *Freedom of Information Act 1982*. More information about Freedom of Information (FOI), including how to make an FOI application, is available [via https://www.asqa.gov.au/about/accountability-and-reporting/freedom-information](https://www.asqa.gov.au/about/accountability-and-reporting/freedom-information).

Further information and assistance

If you require further information or assistance in relation to this matter, please contact the Info Line on telephone 1300 701 801 or by email at enquiries@asqa.gov.au

Yours sincerely



Stacey Rolston
Assessment Co-ordinator