



Australian Government  
Australian Skills Quality Authority

# Certificate of Registration

This is to certify that

**Australian College  
of Fitness and Bodywork Limited**

trading as

**Australian College  
of Fitness and Bodywork Limited**

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).

commences **30 August 2012**

expires **31 August 2017**

RTO Code: **21150**

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

Registration is subject to continued 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.

**Chris Robinson**  
Chief Commissioner  
Australian Skills Quality Authority

Issued on: 17 August 2012 under Section 19 of the Act

17 August 2012

Mr A Maas  
Principal Officer  
Australian College of Fitness and Bodywork Limited  
Suite 4, 333 Mitcham Rd  
MITCHAM VIC 3132



**Australian Government**  
**Australian Skills Quality Authority**

Ref No: 1022673  
Doc ID: RCA-P-APP-COR002

Dear Mr Maas

**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* (the Act), your application for registration has been granted. A copy of the final audit report is attached for your reference.

The National Register has been updated to include the following key details of your organisation:

Legal name:	Australian College of Fitness and Bodywork Limited
Trading name/s (if relevant):	Australian College of Fitness and Bodywork Limited
RTO ID number:	21150

**Period of registration**

Your organisation has been granted registration for a period of five years which commences on 30 August 2012 and is due to expire on 31 August 2017. A Certificate of Registration is attached. You can apply to the Australian Skills Quality Authority (ASQA) to renew or withdraw your organisation's registration, and timeframes and obligations apply to each 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 at [www.asqa.gov.au](http://www.asqa.gov.au)

**Scope of registration**

A Certificate of Scope is attached that specifies the vocational education and training (VET) courses that your organisation is registered to provide. 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.

### **RTO registration fee (annual)**

An annual fee payment of \$600 for up to 10 qualifications and any number of units of competency/modules, plus \$50 (capped at \$5,000) for each additional qualification. This fee will commence from 1/1/2014 and subsequently annually after that.

### **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.

There are no additional conditions imposed on your organisation's registration.

The decision to impose a condition on the registration of an RTO is a reviewable decision under Section 199 of the Act. You may apply to ASQA to reconsider its decision to impose additional conditions. Further information on reviewable decisions is available from the ASQA website at <[www.asqa.gov.au](http://www.asqa.gov.au)>

### **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 at <[www.asqa.gov.au](http://www.asqa.gov.au)>

### **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**

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 NVR Registered Training Organisations
- 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.

### **Further information and assistance**

If you require further information or assistance in relation to this matter, please contact ASQA on telephone 1300 701 801 or by email at [compliancemelb@asqa.gov.au](mailto:compliancemelb@asqa.gov.au).

Yours sincerely



**Jerzy Gill**  
**Regional Manager, Compliance Operations**