

Taxi Staffing Service

Driver Accreditation Training : Course Outline



CABWAYS PTY LTD COURSE OUTLINE INFORMATION

Title of course: DRIVER ACCREDITATION TRAINING

The course consists of the units of competency listed below which when successfully completed will allow the applicant to apply for the issue of a Driver Accreditation Certificate by the Victorian Taxi Directorate (VTD). This accreditation will permit the holder to drive either a hire car or taxi within the Melbourne Metropolitan Taxi Zone. This course meets the requirements of the NATIONAL TAXI DRIVER TRAINING FRAMEWORK promulgated in July 2010.

UNITS OF COMPETENCY

The student is required to successfully complete ALL the following units of competency

UNIT CODE	UNIT NAME
TLIC907C	DRIVE TAXICAB
TLIB9009A	USE COMMUNICATION SYSTEMS IN A TAXICAB
TLIF7209A	COMPLY WITH SAFETY AND SECURITY PROCEDURES
TLIH407B	IDENTIFY MAJOR ROADS ,SERVICES AND ATTRACTIONS
TLII909A	PROVIDE TAXICAB CUSTOMER SERVICE
TLIL6009A	COMPLETE INDUCTION TO THE TRANSPORT INDUSTRY
TLIQ1609	CARRY OUT FINANCIAL TRANSACTIONS AND MAINTAIN RECORDS

PREREQUISITES

Prior to enrolment the applicant must seek permission to proceed from the Victorian Taxi Directorate. The prerequisites relate to health, probity, cultural experience and driving history.

Details of these may be obtained from the VTD website.

Production of the VTD issued Taxi Driver Training Passport will be deemed as evidence of course prerequisites being met.

In addition the applicant will need to demonstrate English competencies to the level required by the Victorian Taxi Directorate. Assessment of these competencies will take place at Cabways prior to enrolment being confirmed.

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DURATION OF THE COURSE

The course has a nominal duration of 120 hours. This comprises:

- (a) Classroom time
- (b) Private study
- (c) Practical exercises (Equipment and driving)
- (d) Field work
- (e) Assessment tasks

Under normal circumstances this means that a course will be completed over the duration of a 12 day block.

OPERATING HOURS

Normal class times are Monday – Friday 9.00 am to approximately 4.30 pm.

Additional time will need to be spent on assignment and field work over the weekend times.

TRAINING AND ASSESSMENT PROCESSES

Each unit of competency is dealt with by:

- (a) Classroom presentation by qualified trainers
- (b) Assessment tasks which may consist of:
 - A written assignment
 - A unit test
 - Practical demonstration of required competencies

The exact nature of tasks varies across the units of competencies

COURSE COSTS

There is an all inclusive fee of \$700. This fee is payable at the commencement of the course. A deposit may be required on enrolment. Instalment payment of fees is permissible but all fees must be paid prior to completion of the final course assessment. This fee covers all enrolment fees, course handbooks, assessment and testing. It also covers cost of issue of Statements of Attainment Except in extreme circumstances a student will not be required to pay fees for any re assessment required for a particular unit.

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ENROLMENT

Enrolment for the course should take place at least a week before the course commences.

It will consist of:

- Verification of Identity and eligibility to enrol
- Completion of literacy and numeracy assessment
- Completion of enrolment form
- Issue of Knowledge of Melbourne Study Material

The Knowledge of Melbourne Test Component of the course is a mandated VTD requirement in addition to the above mentioned units of competency.

Once enrolment is completed, a student will be booked into a confirmed course starting date.

Cabways warrants that once a particular course has begun it will be carried through to its completion.

Should a course not run, the Cabways refund Policy as laid out in the student handbook will apply.

Upon satisfactory completion of the required units of competency, the student will have the training passport endorsed by the appropriate assessor(s) and be issued with a Statement of Attainment attesting the competencies achieved.