

FUTURE READY



Inspiring Training Academy Auspicing Guide



Empowering Tomorrow's Stylists and Therapists

RTO Number 22728

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INSPIRINGTRAINING ACADEMY & AUSPICING PARTNERS

How Auspicing with ITA Works



WHY INSPIRING TRAINING ACADEMY

YOUR TRUSTED PARTNER IN HAIR & BEAUTY

At Inspiring Training Academy (ITA), we believe in more than just training — we believe in creating futures. We partner with secondary schools across Victoria to deliver nationally recognised qualifications in Hairdressing and Beauty Services through auspicing arrangements that are seamless, compliant, and student-focused.

- We handle the hard work — including compliance, assessments, reporting, and trainer mentoring, so your team can focus on teaching and student engagement.
- Proven quality — with a long track record of successful auspicing programs delivered across multiple Victorian schools.
- Flexible course delivery — adaptable to your school's timetable & student needs.
- Work-ready skills — our qualifications are designed to build real-world confidence and career pathways in beauty and hairdressing.
- Ongoing support — from onboarding through to audits, we're with you at every stage.

SHB20216

Certificate II in Salon Assistant

DEVELOPS BASIC SKILLS AND KNOWLEDGE TO ASSIST WITH CLIENT SERVICES IN THE HAIRDRESSING AND BARBERING INDUSTRIES, AND PROVIDES A PATHWAY INTO A HAIRDRESSING APPRENTICESHIP.

CREDIT IN THE VCE (INCLUDING VCE VM AND VPC): RECOGNITION OF UP TO FOUR VCE VET **UNITS AT UNITS 1 AND 2 LEVEL.**



SHB20216 Certificate II in Salon Assistant

COURSE EXAMPLE- ELECTIVES CAN BE TAILORED TO YOUR SCHOOL PROGRAM COHORT

Unit Code	Unit Name	Nominal Hours	Core or Elective
BSBWHS201	Contribute to health and safety of self and others	20	C
SHBXIND002	Communicate as part of a salon team	30	C
SHBXIND001	Comply with organisational requirements within a personal services environment	45	C
SHBXCCS003	Greet and prepare clients for salon services	10	C
SHBHBAS001	Provide shampoo and basin services	40	C
SHBHIND001	Maintain and organise tools, equipment and work areas	20	C
SHBHDES001 SIRXSL001	Dry hair to shape Sell to the retail customer	20	C
SHBHDES001	Dry hair to shape	40	E
SHBXCCS001	Conduct salon financial transactions	25	C
SHBHBAS002	Provide head, neck and shoulder massages for relaxation	20	E
SHBHDES002	Braid Hair	30	E
SIRRMER001	Produce visual merchandising displays	35	E
	Total Course Hours	335	

SHB20121

Certificate II in Retail Cosmetics

THIS QUALIFICATION REFLECTS THE ROLE OF A RETAIL SALES PERSONNEL INVOLVED IN A DEFINED RANGE OF TASKS TO SELL AND DEMONSTRATE BEAUTY OR COSMETIC PRODUCTS. THIS QUALIFICATION PROVIDES PATHWAYS TO WORK AS A RETAIL SALES CONSULTANT IN ANY BUSINESS THAT SELLS COSMETIC PRODUCTS AND SERVICES. THIS QUALIFICATION PROVIDES A PATHWAY TO UPSKILL TO THE CERTIFICATE III IN BEAUTY SERVICES THROUGH TO A DIPLOMA OF BEAUTY THERAPY.

CREDIT IN THE VCE (INCLUDING VCE VM AND VPC): RECOGNITION OF UP TO TWO VCE VET UNITS AT UNITS 1 AND 2 LEVEL, AND TWO VCE VET UNIT 3–4 SEQUENCES.



SHB20121 Certificate II in Retail Cosmetics

Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBXWHS003	Apply safe hygiene, health and work practices	40	C
SHBXIND005	Communicate as part of a salon team	30	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBBRES003	Research and apply beauty industry information	20	E
SHBBCCS005	Advise on beauty products and services	30	C
SHBBCCS004	Demonstrate retail skin care products	25	C
SHBBINF002	Maintain infection control standards	75	E
SHBBMUP009	Design and apply make-up	45	C
SIRXIND003	Organise personal work requirements	20	C
SHBBMUP010	Design and apply make-up for photography	30	E
SHBXCCS007	Conduct salon financial transactions	25	C
SIRRMER001	Produce visual Merchandising Displays	35	E
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
SHBHDES002	Braid Hair	30	E
SIRRINV001	Receive and handle stock	20	E
	Total Hours	520	



SHB30121 Certificate III in Beauty Services

THE SHB30121 CERTIFICATE III IN BEAUTY SERVICES IS AN ENGAGING AND PRACTICAL COURSE DESIGNED FOR SECONDARY SCHOOL STUDENTS WHO ARE PASSIONATE ABOUT BEAUTY AND PERSONAL CARE. THIS QUALIFICATION PROVIDES STUDENTS WITH THE SKILLS AND KNOWLEDGE TO PERFORM A RANGE OF BEAUTY SERVICES IN A PROFESSIONAL SETTING, INCLUDING MAKEUP APPLICATION, WAXING, LASH AND BROW TREATMENTS, AND NAIL SERVICES.

IDEAL FOR THOSE CONSIDERING A FUTURE IN THE BEAUTY INDUSTRY, THIS COURSE OFFERS A STRONG FOUNDATION FOR EMPLOYMENT OR FURTHER STUDY IN AREAS SUCH AS BEAUTY THERAPY, MAKEUP ARTISTRY, OR SALON MANAGEMENT.

CREDIT IN THE VCE (INCLUDING VCE VM AND VPC): RECOGNITION OF UP TO TWO VCE VET UNITS AT UNITS 1 AND 2 LEVEL, AND TWO VCE VET UNIT 3-4 SEQUENCES.

SHB30121 Certificate III in Beauty Services

Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBXWHS003	Apply safe hygiene, health and work practices	40	C
SHBBINF002	Maintain infection control standards	75	E
SHBBRES003	Research and apply beauty industry information	20	E
SHBBMUP009	Design and apply make-up	45	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBBMUP010	Design and apply make-up for photography	30	E
SHBXCCS007	Conduct salon financial transactions	25	C
SHBBCCS005	Advise on beauty products and services	30	C
SHBBFAS004	Provide lash and brow services	30	C

Continued over page

COURSE EXAMPLE- ELECTIVES CAN BE TAILORED TO YOUR SCHOOL PROGRAM COHORT





Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBBHRS010	Provide waxing services	100	C
SIRXSLSo01	Sell to the retail customer	20	C
SHBBMUP008	Apply eyelash extensions	40	E
SHBHBAS002	Provide head, neck and shoulder massages for relaxation	20	E
SHBBNLS011	Use electric file equipment for nail services	30	C
SHBBNLS007	Provide manicure and pedicare services	60	C
SHBXCCS008	Provide salon services	30	C
SHBBBOS007	Apply cosmetic tanning	20	C
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
13	Total Hours	710	



SHB30221

Certificate III in Makeup

CREDIT IN THE VCE (INCLUDING VCE VM AND VPC): RECOGNITION OF UP TO TWO VCE VET UNITS AT UNITS 1 AND 2 LEVEL, AND TWO VCE VET UNIT 3-4 SEQUENCES.

This qualification reflects the role of individuals employed as a make-up artist to design and apply makeup for a range of purposes and occasions across the beauty, fashion, media and entertainment industries

This includes working cooperatively with a range of individuals including photographers, fashion stylists and media production staff. Work is typically conducted as a part of a team or on a freelance basis in settings such as makeup studios, retail cosmetic counters, fashion and media sets and photography studios.

Career Pathways – CUA51020 Diploma of screen and media specialist₁₆
makeup services

SHB30221 Certificate III in Makeup

Unit Code	Unit Name	Nominal Hours	Core or Elective
SHBXWHS003	Apply safe hygiene, health and work practices	40	C
SHBBMUP013	Design and apply creative make-up	50	C
SHBXIND003	Comply with organisational requirements within a personal services environment	45	C
SHBBRES003	Research and apply beauty industry information	20	E
SHBBCCS005	Advise on beauty products and services	30	C
SHBXCCS008	Provide salon services to clients	30	C
SHBBINF002	Maintain infection control standards	75	E
SHBBMUP009	Design and apply make-up	45	C
SHBBMUP011	Design and apply remedial camouflage makeup	30	E
SHBBMUP010	Design and apply make-up for photography	30	E
SHBXCCS007	Conduct salon financial transactions	25	C
BSBESB401	Research and develop business plans	45	E
SIRXOSM002	Maintain ethical and professional standards when using social media and online platforms	50	C
SHBBFAS004	Apply lash and brow services	30	E
SHBBBOS007	Apply cosmetic tanning products	20	E
	Total Hours	565	

COURSE EXAMPLE- ELECTIVES CAN BE TAILORED TO YOUR SCHOOL PROGRAM COHORT

Inspiring Training Academy & Auspicing Partners

How Auspicing with ITA Works

A Simplified, Compliant, and Student-Focused Approach

Inspiring Training Academy (ITA) | RTO 22728.

Partnering with ITA means your school can offer high-quality, nationally recognised Hairdressing and Beauty qualifications without the administrative burden. We take care of compliance, support, and student experience — you deliver the inspiration.

✔ Compliant Resources, Ready to Deliver

- All training and assessment resources are fully mapped to the SHB Hairdressing and Beauty Services training package and updated in alignment with the VRQA Standards and in accordance with 2025 ASQA as well as the VCAA standards.
- Resources include engaging, interactive online Moodle program, auto-marking assessments, and minimal trainer-led documentation.
- Ongoing professional development is provided for your trainers to ensure consistent quality and compliance.

✔ Built-In Compliance Assurance

- ITA conducts regular compliance checks for all student records and assessment documentation.
- We ensure you remain audit-ready and aligned with national and state regulatory expectations.

✔ Tailored Contracts & Timetables

- Every school receives a detailed auspicing agreement and a customised delivery schedule, aligned with your calendar and student needs.

✔ Short Courses & Tasters Available

- ITA can design and deliver custom short course “taster” programs, perfect for career exploration and early engagement, tailored to your specific cohort or year level.

✓ **Trainer Options for Every School**

If your school does not currently have an industry-qualified trainer with the required TAE40122 (or equivalent), ITA can supply a qualified trainer/assessor to deliver the program on your behalf.

✓ **Transparent Fee Structure**

Annual invoicing per student, per qualification (or short course) to your school.

A 4-week introductory period is included — allowing students to trial the course before final enrolment is confirmed.

✓ **End-to-End Certification & Reporting**

Upon course completion and final compliance checks, students will receive their certificate digitally via ITA's secure online system.

Your school can report results to the VASS portal, while ITA handles national reporting to the NCVER portal annually.

✓ **Skin Deep Resources**

Proudly partnering with Skin Deep Learning, Inspiring Training Academy provides students with award-winning Hair and Beauty learning resources that are practical, engaging and aligned to industry expectations.



With ITA, auspicing is simple, supportive, and student-driven — exactly how it should be.

For further information on our courses and pricing please contact:

info@inspiringtraining.com.au

(03) 9720 1272

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VRQA

RTO 22728

Natalie Stevens & Robyn Bartley

AUSPICING TIMELINE



ENQUIRE

Contact ITA to outline the qualification, cohort, year level, location, proposed trainer, and preferred start.

DISCOVERY & FIT MEETING

Confirm delivery model, training products/electives, numbers, timetable, responsibilities, VASS deadlines and desired commencement.

Check scope, training-product requirements, TAS fit, amount of training, placements, resources, assessment conditions and ITA oversight capacity.



RISK ANALYSIS

Each party assesses strategic, student, child-safety, trainer, site, assessment, records, financial, reputation and continuity risks; agree controls.

INITIAL AUDITS

Authenticate trainer's credentials; map vocational competence to every allocated unit; assess industry currency, VET currency/PD and child-safety suitability. Inspect facilities, equipment, consumables, simulated/workplace conditions, capacity, safety, accessibility, privacy/data arrangements and child-safe physical/online environments.



CONTRACTS & TRAINING

Both authorised representatives sign and date the agreement and all incorporated schedules; ITA records the execution date. ITA trains the trainers.

ENROLMENTS, LLND & TRAINING

Students can complete the LLND and enrolment process ready to commence training





Inspiring futures, one pathway at a time

