

18 December 2017

Mr Manish Malhotra
Chief Executive Officer
Sheila Baxter Training Centre Pty Ltd
Level 2, 228-236 Flinders Street
MELBOURNE VIC 3000



Australian Government
Australian Skills Quality Authority

By email to management@baxter.vic.edu.au

RTO ID: 7030
CRICOS ID: 02233M
Application No: ADDVET0026679, ADDCRI0002865
Audit No: AUDREC0007335, AUDREC0007500

Dear Mr Malhotra

Audit finalised

This notice is to advise that the recent compliance audit conducted on Sheila Baxter Training Centre 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.

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

Thank you for your organisation's cooperation throughout this audit activity.

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

Application for change of scope of registration

I refer to your application to change the scope of your organisation's registration.

In accordance with the provisions of the *National Vocational Education and Training Regulator Act 2011* (NVR Act), your application has been granted.

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

The new training products (qualifications, accredited courses, units of competency and/or skill sets) may be delivered by your registered training organisation (RTO) from 13/12/2017.

Period of registration

Please note the period of registration of your RTO remains as 01/08/2014 to 31/07/2019.

Scope of registration

The National Register has been updated to reflect your organisation's change of scope of registration. Please note that Sections 93 and 94 of the Act provide for the imposition of monetary penalties on RTOs that provide all or part of a VET course outside its scope of registration.

Conditions imposed

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 the Australian Skills Quality Authority (ASQA), as the national VET regulator (NVR), has imposed on your organisation's registration.

There are no additional conditions imposed on your organisation's registration as a result of approval of your application to change your scope of registration.

Outcome of application to change CRICOS registration—granted

I refer to your application to change your organisation's registration as a provider of courses to overseas students as registered on the *Commonwealth Register of Institutions and Courses for Overseas Student* (CRICOS).

In accordance with the provisions of section 10J of the *Education Services for Overseas Students Act 2000* (ESOS Act), your application to change your CRICOS registration has been granted by the Australian Skills Quality Authority (ASQA).

CRICOS has been updated to reflect the following change/s to your organisation's registration.

Location: 100 Flinders St, Melbourne, Vic, 3000		Capacity: 200
CRICOS Code	National Code	Course Name
096781E	SHB30416	Certificate III in Hairdressing
096782D	SHB30315	Certificate III in Nail Technology
096793A	HLT55115	Diploma of Dental Technology
096794M	SHB50216	Diploma of Salon Management

Location: 134 Flinders St, Melbourne, Vic, 3000		Capacity: 168
CRICOS Code	National Code	Course Name
096781E	SHB30416	Certificate III in Hairdressing
096782D	SHB30315	Certificate III in Nail Technology
096793A	HLT55115	Diploma of Dental Technology
096794M	SHB50216	Diploma of Salon Management

Location: 228-236 Flinders St, Melbourne, Vic, 3000		Capacity: 1092
CRICOS Code	National Code	Course Name
096781E	SHB30416	Certificate III in Hairdressing
096782D	SHB30315	Certificate III in Nail Technology
096793A	HLT55115	Diploma of Dental Technology
096794M	SHB50216	Diploma of Salon Management

A copy of the CRICOS Audit Report is attached for your reference.



Period of Registration

Please note that your CRICOS registration expires on 30/09/2024.

Access Documents

Your organisation may also have the right of access to further documents under the *Freedom of Information Act 1982* (www.oaic.gov.au).

Further Information and Assistance

If your organisation requires further information or assistance in relation to this matter, please contact ASQA's Info Line on telephone 1300 701 801 or by email to enquiries@asqa.gov.au

Yours sincerely



Arvid Yaganegi
Manager Regulatory Operations