

FAQs – South Australian Micro-credentials

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What is a micro-credential?

Micro-credentials are bite-sized courses linked to industry needs and are relevant for people at all stages of their career.

A micro-credential is shorter than a qualification and certifies the assessed learning of a defined set of skills, knowledge and attributes

In South Australia, micro-credentials are endorsed by the South Australian Skills Commission (the Commission) and focused on encouraging people to gain the contemporary skills, knowledge and attributes needed to support the development of more competitive businesses and engage in lifelong learning.

The Commission's endorsed micro-credentials can consist of accredited units of competency¹ or non-accredited² training that is industry endorsed to meet specific industry or individual needs, or a mix of accredited and non-accredited training.

On successful completion of the Commission's endorsed micro-credential, learners are issued with a recognised credential by their training or education provider.

What are the benefits of having a micro-credential endorsed by the Commission?

Micro-credentials increasingly play a role in a range of settings, including work readiness, upskilling and reskilling, transitioning workers, and supporting people to gain additional skills and knowledge outside of their qualifications. They provide an opportunity for people to engage in lifelong learning through shorter training opportunities that are available as they progress through their career.

Micro-credentials offer businesses and individuals the flexibility needed to rapidly adjust to changes in the labour market and industry, and to develop the skills needed today and into the future.

Employers benefit from their staff being able to access timely and targeted training that is delivered by skilled practitioners to address a current or future skill need that has been identified by industry. Individuals benefit from the opportunity to gain a credential for shorter courses that support them to get a job, change jobs, gain contemporary skills, develop their careers, and work towards a full qualification.

Industry can be assured that an endorsed course is current and addresses a contemporary (existing or emerging) industry need, and that learners will gain job relevant skills and knowledge.

The Commission can offer timely endorsement of industry led courses that improve workforce skills and/or address skills gaps.

Because endorsement is time limited to ensure currency of the learning outcomes, industry can be assured that the Commission's endorsed micro-credentials will meet their contemporary skills needs, and students can be confident that the skills they learn are required by industry.

Endorsement elevates the profile of a micro-credential, providing confidence to the student, and offering training providers and education providers increased credibility in the market.

The endorsement process promotes collaboration within industries to meet their collective skills needs, raises awareness of industry standards, and provides a mechanism for identifying and validating emerging skill requirements or gaps.

¹ The specification of the standards of performance required in the workplace as defined in a training package

² A non-accredited course has not been assessed by ASQA as compliant with [the Standards for VET Accredited Courses 2021](#) and the AQF. Non-accredited courses can be delivered by an education provider, a training provider, businesses, industry associations, industry organisation and RTOs.

Endorsement also signals that the course is needed and valued by industry and cannot currently be met by existing accredited courses. This can act as a catalyst for the development of new accredited courses or inform updates to existing relevant nationally accredited training packages, providing benefits in terms of portability and scalability across the sector and across jurisdictions.

What are the Commission's endorsement principles?

The Commission's endorsement of a micro-credential course will be based on the five (5) principles below (and outlined in the *South Australian Micro-credential Endorsement Guidelines*)

- Principle 1: Industry recognised skills gap unable to be met through the current nationally accredited training systems.
- Principle 2: Certification of a person's learning outcomes, including skills and competencies that reflect elements of licensing and/or other regulatory requirements (local, national and international) or contemporary industry practices.
- Principle 3: Assessment of learning outcomes, include core transferable skills and core job-specific skills required for job roles as identified by industry.
- Principle 4: Supports people to adapt to changing job roles and workplaces, and/or to transition to a new industry.
- Principle 5: Supports pathways between the school, vocational education and higher education sectors and can provide a pathway to accredited courses.

To be considered for endorsement, a micro-credential application must address **all five principles**.

Can a micro-credential duplicate current nationally recognised accredited training?

The Commission requires that micro-credentials typically do not duplicate current quality assured learning approved by Australian Skills Quality and Authority (ASQA).

The proponent should review existing nationally recognised skills set, accredited courses, and endorsed micro-credentials in South Australia and other Australian jurisdictions to demonstrate the proposed training addresses a genuine gap in the market: <https://training.gov.au>.

The proponent must be able to demonstrate industry need for the proposed micro-credential course by businesses in one or more industries, including written material and identifying referees with relevant expertise.

If you require assistance with searching the National Register of VET, please contact 1800 673 097 and a representative from the Department for Innovation and Skills will be able to assist you.

Further information on conditions must be met by the industry proponent when developing a new micro-credential course can be found in *South Australian Micro-credential Endorsement Guidelines*.

What is the endorsement duration for a South Australian micro-credential?

The Commission's endorsement is typically valid for 18 months, noting the Commission may provide its endorsement for less or more time depending upon the needs of industry or specific businesses.

What are the differences between the Commission's endorsed micro-credential and a skill set in JobTrainer?

A South Australian micro-credential is a broader term that encompasses a range of short form courses, including accredited or non-accredited components, or a combination of both.

Skill sets, including those under JobTrainer, are types of micro-credentials that comprise wholly accredited units of competency.

There are many skillsets on the South Australian Subsidised Training List, available through Skilled Careers <https://www.skills.sa.gov.au/courses-careers> and on the National VET Register <https://training.gov.au/Home/Tga>.

Under JobTrainer, eligible people can access low fee courses, skill sets and local skills clusters.

Who can apply to have a micro-credential endorsed by the Commission?

The request to endorse a micro-credential can be submitted by any Australian organisation with an ABN /ACN. This includes businesses, entrepreneurs, start-ups, industry associations, business groups, RTOs, education providers or not for profits.

It is expected that most requests for endorsement would be led by a business or industry representatives.

Requests for the Commission's endorsement can also be submitted in partnership with another organisation, such as a training provider, an education provider, or another business.

When should a business or industry put a micro-credential forward for endorsement?

Micro-credentials can be put forward for endorsement by the Commission once they are developed and ready to be delivered or may already be delivered to learners.

Requesting the Commission's endorsement could occur once engagement has been undertaken with other businesses and industry groups to demonstrate the proposed micro-credential course meets industry needs rather than individual business needs.

The skills taught in a proposed micro-credential should be relevant to multiple businesses, potentially in many industries or in the same industry.

Can I partner with other organisations to develop a micro-credential?

You can partner with organisation/s to develop a micro-credential that meets business and or industry needs.

The Department for Innovation and Skills (The Department) can provide support to facilitate the development of new accredited and non-accredited micro-credentials that address skills gaps in priority sectors or meet emerging industry needs.

Assistance will be prioritised by the Department for courses that support South Australia's economic growth through a skilled and capable workforce and/or start-up community.

Organisations are invited to submit an Expression of Interest (EoI) at [Micro-credentials Expressions of Interest](#) to seek assistance from the Department.

Can any organisations deliver the Commission's endorsed micro-credential?

For the Commission's endorsed micro-credential course, Intellectual property and copyright remain with the micro-credential course owner.

The national training system has some restrictions on which organisations can deliver nationally accredited courses. Accredited units of competency can be delivered by an RTO in accordance with their ASQA registration.

There is more flexibility in who can deliver non-accredited training. Non-accredited component can be delivered by an education provider, a training provider, businesses, industry associations, industry organisation and RTOs.

If you are interested in delivering a micro-credential listed on the Register of South Australian Skills Commission Endorsed Micro-credentials, you must seek and gain approval from the micro-credential course owner. Owner's details are listed on the Register of South Australian Skills Commission Endorsed Micro-credentials.

Who can undertake the Commission's endorsed micro-credentials?

The Commission's endorsed micro-credentials are designed to suit a range of participants, including job seekers, people beginning their careers, and existing workers for a wide range of purposes (i.e. upskilling, reskilling, entry level skills and or career tasters).

Can the Commission's endorsed micro-credentials be delivered to learners from other jurisdictions?

Nationally recognised courses can be delivered in other Australian states and territories; however, the Commission's endorsed micro-credential only applies to learners within South Australia.

South Australian's endorsed micro-credential that demonstrates strong industry need can be put forward for national accreditation through the Australian Skills Quality Authority (ASQA).

Where do I find all current Commission's endorsed micro-credentials?

The Commission publishes a register of all micro-credentials endorsed in South Australia at <https://skillscommission.sa.gov.au/careers-and-pathways/micro-credentials/register-of-endorsed-micro-credentials>.

The register will be updated from time to time to include any newly endorsed micro-credentials by the Commission.

Can I get recognition of learning and credit transfer from a Commission's endorsed micro-credential to qualifications?

ASQA certification and recognition requirements continue to apply to any accredited subjects/nationally recognised units of competency within an industry endorsed micro-credential.

Non-accredited subjects/component within the Commission's endorsed micro-credential courses are certified by the education provider or Registered Training Organisation (RTO) delivering the course in accordance with training and assessment standards endorsed by the Commission.

Certification of an individual's attainment of learning outcomes, assessment type, and competency achieved through the completion of a micro-credential course should:

- verify and validate that specific skills, knowledge, experience, and/or attributes have been achieved
- be portable and could contribute towards a formal qualification

Approved micro-credentials continue to be able to contribute relevant learning toward the components of programmes leading to qualifications through recognition of learning.

Can the Commission's endorsed micro-credentials be put forward to ASQA for accreditation?

Once an endorsed micro-credential has demonstrated it meets a contemporary industry skills gaps and strong demand from industry and learners to participate in the Commission's endorsed micro-credential course then the Department may put it forward for national accreditation by ASQA.

The Commission's endorsed micro-credentials provide industry with an opportunity to test out new training models that meet emerging skills needs that can then be used to improve the national training system.

How do I apply?

Any Australian organisations can request to have a micro-credential that is delivered within South Australia endorsed by the Commission by submitting an online Expression of Interest through the South Australian Skills Commission at <https://innovationandskills.sa.gov.au/skills/skills-and-training-support/skills-commission/micro-credentials-expressions-of-interest>.

Review the South Australian micro-credentials checklist and endorsement guidelines before you submit the expression of interest to request endorsement. The checklist provides an overview of the type of information required for the Commission to consider endorsing the micro-credential and the endorsement guidelines identify the principles used by the Commission to make its determination on endorsement.

If you are unable to submit an online request **for endorsement of a proposed micro-credential course**, please get in touch with the South Australian Skills Commission on 1800 006 488.

To request for **assistance to develop a new micro-credential course**, please contact the Department on 1800 673 097.

How long will it take for a proponent to receive its endorsement?

The Commission meets on monthly basis and will consider requests for endorsement and provide timely responses to proponents. The Commission's endorsement will provide timely recognition for contemporary short courses able to address emerging skills and test new training approaches and methods.

The endorsement process will typically be within five weeks once all relevant information has been gathered by the proponent for the request for endorsement to then be considered by the Commission.

How much does it cost for a micro-credential to be endorsed by the Commission?

There is no fee for requesting endorsement of a micro-credential by the Commission through the pilot program. This will be reviewed through the evaluation of the micro-credentials pilot.

Similarly, there is no fee from the Department to support the development of a new micro-credential. Support for micro-credential course development will be prioritised based on industry need and the ability of the proposed course to provide public value to South Australian businesses, labour market and workforce.

Do I need to report on training activities for the Commission's endorsed micro-credential/s?

When a learner has achieved a micro-credential that consist of accredited units of competency you can report their achievement to ASQA via normal AVETMISS reporting process, so it is displayed on the learner's record of achievement and accessible via learner's unique student identifier account.

The owner of a South Australian Skills Commission endorsed micro-credential will report to the Commission once a quarter on their activities and performance in order to maintain the endorsement status of the course. Information that may be required to be reported includes:

- adherence to any conditions set by the Commission
- number of course sessions offered during the quarter
- number of students enrolled per course offered
- learning outcomes achieved
- student and industry satisfaction with the course
- certificates issued or not issued per student
- new training providers licenced to deliver the course.

For more information, please refer to *South Australian Delivery of Endorsed Micro-credentials Guidelines - December 2021*.

When do I need to review the Commission's endorsed micro-credential?

If you have an approved micro-credential, you will need to review your business needs and contact the South Australian Skills Commission 3 months prior to the expiry of your endorsed micro-credential.

Your review needs to reflect if learners are doing your endorsed micro-credential and if the relevant industry, employers or community still need it.

What do I need to do to remove an endorsed micro-credential from the register of the Commission's endorsed micro-credentials?

If you want to remove an approved micro-credential from the register of SA micro-credentials, you will need to submit a request to the South Australian Skills Commission via email at skillscommission@sa.gov.au. The Commission will consider your request and advise you of its decision.



Government of South Australia
Department for Innovation and Skills

Who should I contact if I need further help?

To find out more about industry endorsement of micro-credentials, or to provide feedback about the endorsement process please contact:

South Australian Skills Commission

Toll Free Phone: 1800 006 488

E: skillscommission@sa.gov.au.

W: <https://skillscommission.sa.gov.au/careers-and-pathways/micro-credentials>

To request assistance from the Department to develop a new micro-credential course, please contact:

Department for Innovation and Skills

Toll Free Phone: 1800 673 097

E: DIS.Feedback@sa.gov.au

W: www.skills.sa.gov.au/business