



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

# REPORT

## **Audit report: Australian Institute of Fashion Design Pty Ltd**

Date: 16 August 2017



## Organisation details

Organisation's legal name:	Australian Institute of Fashion Design Pty Ltd
Trading name/s:	Australian Institute of Fashion Design, Australian Institute of Creative Design, Australian Institute of Makeup and Styling, Australian Institute of Beauty Therapy, Australian Institute of Interior Design, Australian Institute of Creative Design
RTO number:	31301
CRICOS number:	02937A - cancelled

## Audit team

Lead auditor:	Christine Williams
Assistant/s:	John-Matthew Haddad
Observer:	Susie Blakemore

## Audit details

Application number/s:	RENVET0003172
Audit number:	AUDREC0007446
Audit reason	Application - renewal
Address of site/s visited:	14/475 Scottsdale Drive, Varsity Lakes QLD 4226 (head office and Gold Coast campus 1)  Unit 1010 and 1515 Acacia (1 Acacia Crt) Cnr Scottsdale Drv and Firebird St, Varsity Lakes QLD 4227 (Gold Coast campus 2)
Date/s of audit:	16 August 2017
Organisation's contact for audit:	Deborah Powell <a href="mailto:deborah@aicdedu.com.au">deborah@aicdedu.com.au</a> Owner and High Managerial Agent (07) 55938335/ 0413115358
Clauses audited:	1.1, 1.2, 1.3, 1.7, 1.8, 1.13, 1.14, 1.16, 5.1, 5.2.

## Background

Summary of RTO organisation and management structure:

- The Australian Institute of Fashion and Design is a family owned Registered Training Organisation delivering nationally recognised qualifications and non-accredited short courses in the areas of fashion design, styling, make-up, beauty therapy, interior design, visual arts, photography and graphic design.
- AICD was founded by Tracy Saywell and Sonya Saywell and became a Registered Training Organisation (RTO) in late 2005.
- AICD is VET Student Loan approved; this enables the organisation to offer a VET Student Loan (a government deferred repayment loan) to eligible students for approved courses. AICD is approved to offer VET Student Loan for selected Diploma and Advanced Diploma qualifications.

Scope of RTOs registration:

- The RTO is registered to deliver qualifications from the CUA Live Performance and Entertainment Training Package, CUV Arts and Culture Training Package, LMT and MSF Textiles, Clothing and Footwear Training Package, MSF Furnishing Training Package and Hairdressing and Beauty Services Training Package

Suburb and state of all delivery sites:

- The RTO has three campuses, two on the Gold Coast and one in Brisbane. The delivery sites are:
  - 14/475 Scottsdale Drive Robina Gold Coast
  - 1010/1515 340 Scottsdale Drive Varsity Lakes Gold Coast
  - 29 Amelia Street Fortitude Valley Brisbane

Third party usage:

- The RTO advised that it does not currently have any agreements in place for the delivery of training, assessment or other services by third parties.

Core clients/target groups:

- Mature aged, career changers, 16-50 age group, various backgrounds

Training Revenue (Funded or fee for service):

- Certificate III Guarantee funding and fee for service
- VET Student Loan
- Fee for service

Percentage of expected revenue:

- Fee for service 33%
- Certificate III Guarantee 20% (QS101478 VARS 11493 Qld Government annual VET investment plan)
- VET Student Loan 47%

Transition arrangements:

- Part-time students to new training package for Diploma of screen and Media CUA51015 2016-17
- Diploma of Styling 104208NAT new unit of competency transition some students (gap training supplied)
- CUV30111 to CUA30175 Certificate III Interior Design transition to new training package.

Total number of current enrolments in RTO as at audit date:

- 269

In preparing the audit report, consideration has been given and reference made, where relevant, to:

- Information provided by students as part of a student survey or interview
- Information provided directly by Australian Institute of Fashion Design Pty Ltd to ASQA
- Existing information and records held by ASQA concerning Australian Institute of Fashion Design Pty Ltd
- Information provided to ASQA's auditors and documentation reviewed during the site audit of Australian Institute of Fashion Design Pty Ltd conducted on 16 August 2017.
- Other publically available information - including but not limited to, information published on the RTO's and third party websites.

## Audit Sample

Code	Training products	Mode/s of delivery/ assessment*	Current enrolments
CUA30715	Certificate III in Design Fundamentals		35
CUV30311	Certificate III in Design Fundamentals (superseded – non-equivalent)		0
CUA51015	Diploma of Screen and Media		100
CUF50407	Diploma of Specialist Make-up Services (superseded – non-equivalent)		0

\*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

## Interviewees

Name	Position	Training products
Deborah Powel	RTO Manager	N/A
Shayne Martan	Compliance Manager	N/A
Heather Mikkelsen	VET Manager	N/A
Tracy Saywell	CEO	N/A
Sonja Saywell	Director	N/A

## Findings

### Audit finding: Compliant

**Report completed by:** Christine Williams

**Date:** 16 August 2017

- The level of non-compliance considers the potential for an adverse impact on the quality of training and assessment outcomes for students.
- If non-compliance has been identified, this audit report describes evidence of the non-compliance.

## Audit finding by Practice

Practice	Standards for RTOs 2015	Original Finding
Marketing/Recruitment	4.1	Compliant
Enrolment	5.1, 5.2, 5.3, 7.3	Compliant
Support and Progression	1.7	Compliant
Training and Assessment	1.1, 1.2, 1.3, 1.8, 1.13-1.18, 1.20	Compliant
Completion	3.1	Not audited
Regulatory Compliance / Governance	2.3, 2.4, 8.2	Not audited