

## Example training provider comparison table

Queries	<u>RTO A:</u>	<u>RTO B:</u>	<u>RTO C:</u>
<b>Course availability:</b>			
Do they have places available?			
<b>Course details:</b>			
Where will I need to go to attend classes/workshops?			
Is it full-time or part-time?			
When does it start?			
How long does the course go for?			
How is the course delivered (face to face, online or a mix)?			
How many 'face to face' (or classroom) hours will there be per week and what are the expected hours of work in your own time?			
How many students are in each class?			
Is Recognition of Prior Learning (RPL)/credit transfer available for the course?			
Do they teach on industry standard equipment i.e. a simulated workplace environment?			
What course electives do they offer?			
How will I be assessed? Exams, assignments, presentations, class participation			
How long have they been delivering the course?			
Who is the trainer and what experience do they have?			
What industry/employer links do they have?			
Do they organise work placements with an employer as part of the course?			
<b>Course outcomes:</b>			
Does the course lead to a nationally recognised qualification?			
Is this course the right one to get the licence I want? If so, what do I need to do to get one following the course?			
Can I build on this training or qualification in the future?			
What percentage of course participants have found jobs in the field following the course?			
What assistance do they offer to secure a job after finishing the course?			
<b>Course costs and refunds:</b>			
How much does the course cost?			
Will I be eligible for a government subsidised training place?			
Will I be eligible for a concession?			
Can they provide a breakdown of the costs (including administration and books/material fees)?			
What are the rules in regards to withdrawing from a course or course refunds?			
<b>Course requirements:</b>			
Are there any prerequisites for the course?			
What level of computer literacy does the course require and do they offer support?			
<b>Training facilities:</b>			
Can I visit an open day?			
Do they offer support services to help with my study?			
Do they have computer and printing facilities? If so, is there a cost?			
Do they have car parking/ public transport access?			
Do they have child care facilities?			