Scouts NSW SIS
Recognition of Prior Learning

Below is a checklist to help you gain Nationally Recognised Qualifications in Outdoor Activities through Scouts NSW. The checklist is regularly updated according to feedback gained from people applying for the qualifications. The checklist helps you identify all the steps you need to complete to gain a qualification.

Please remember some basic rules for Outdoor Activities
1. Go with an experienced person,
2. Keep a logbook
3. Take lots of selfies!

Step 1. Collect relevant information

- Name
- Address
- Email
- Phone
- Date of birth
- Scout number
- USI number - https://www.usi.gov.au
- Working With Children Check – (WWCC) https://www.service.nsw.gov.au/transaction/apply-working-children-check
- First aid certificate – current copy as all your qualifications are linked to this

Add the following if you have them
- Police clearance (if you already have one)
- Relevant qualifications

Step 2. Email Scouts NSW

- Send a polite email to Karen Huynh, Member Services Consultant at NSW Scouts to:
    - Provide her with information from Step 1
    - Request a 'Transcript of Academic Record' or 'VET transcript'. This is to confirm what information Scouts NSW has about you in regards to your qualifications.
- Karen's contact details are as follows:

    Karen Huynh
    Member Services Consultant, Training
    Scouts Australia NSW
    karen.huynh@nsw.scouts.com.au
    P: (02) 9735 9020

Step 3. Documents that need to be up to date include:

- Logbook for each area of interest
- Pictures of you during the activities that you have logged
- Scouts eLearning modules - check again and again (Appendix A)
  http://training.scouts.com.au/curriculums/electives

Step 4. Workbooks

- Relevant workbooks need to be completed (each activity has different levels and different requirements).
- Correct workbooks need to be completed - there are many, ask Karen Huynh or me if you are not sure which ones.
- Remember that in order to gain SIS qualifications you need 3 basic modules as well as your specific interest area.

Step 5. Complete enrolment form

- Complete and submit enrolment form to Karen Huynh
- http://s3-ap-southeast-2.amazonaws.com/sait-web-aus/comfy/cms/files/files/000/000/095/original/SAIT_Enrolment_Form.pdf

Step 6. Submit all documentation

- Send all evidence (logbook records and selfies) to Karen Huynh

Note: Level 2 and above - Third Party Declarations

- Ask experienced people who have been on activities with you and can verify that you are an experienced and competent person to complete the Third party Declaration Form (Appendix C) and add to your submission

Well done on submitting your application!!

The assessment of your application can take approx. 3 months.

Supporting Youth in Outdoor Activities

Plan>Do>Review>

Good Luck!

Stephen Doggett
Scouts NSW Appointed Guide in Abseiling and Caving
stephendd@bigpond.com

Scouts Australia Institute of Training (SAIT)

Enrolment Form

Today's Date:	Received Date: (Office use only)

Submitting your SAIT Enrolment Form - Please note the following instructions:
1.   You <u>MUST</u> complete all sections of the SAIT Enrolment Form for your application to be processed.
2.   Please refer to the SAIT Candidate Information Guide to assist you with the completion of this enrolment form. This guide can be downloaded from the Scouts Australia, training website http://training.scouts.com.au/about-sait
Need assistance?
Contact your Scout Branch Training Office between 9:00am – 5:00pm Monday to Friday or email Find details of your Scout Branch at http://training.scouts.com.au/about-sait

PERSONAL DETAILS			
Title: (Tick one box only) ☐MR ☐MRS ☐MS ☐MISS ☐OTHER: *(Details)*			
Given Names: (First and Middle Middle)			
Last Name: (Legal Family Name)			
Preferred Name:			
Scout Membership number:		Scout Branch:	
Date of Birth: Age:		Work Phone:	
Mobile Phone:		Home Phone:	
E-mail address (Mandatory):			
Residential Address: *(Street number and name <u>not</u> PO BOX)*			
Suburb:	State:		Postcode:
Postal Address: ☐ Tick if same as residential address			
Postal Address:			
City/Suburb:	State:		Postcode:

CITIZENSHIP / VET RELATED DETAILS	
Gender: (Tick one box only) ☐ Male ☐ Female	
Country of Birth :	City of Birth :
Country of Citizenship :	Australian Citizen Status :
IDENTIFICATION: Needs to be confirmed by one of the listed documents. (Tick one box only)	
☐ Australian citizen *(green Medicare card, birth certificate, current Australian passport or Naturalisation Certificate)*	☐ Asylum Seeker and Victim of Human Trafficking Initiative *(relevant referral form)*
☐ Holder of a Permanent Visa *(green Medicare card or Visa and VEVO printout)*	☐ A New Zealand citizen *(green Medicare card or current New Zealand passport)*

THIRD PARTY DECLARATION

This declaration should be completed by someone who has personally observed the skills of the candidate.

Please complete the following information:

Name of Candidate:	
Name of third party:	
Qualification of third party:	
Phone/email Contact for Third Party:	
Date:	
Activity/Competency/Skills observed:	

What is your relationship to the candidate?	
How long have you worked with the candidate?	
Have you had opportunity to observe the candidate's skills in relation to the competency stated?	

Please complete the following declaration:

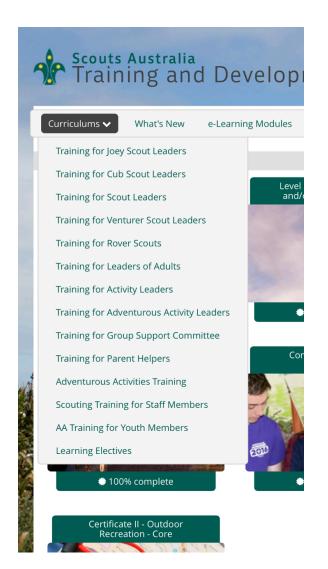I confirm that I am in a position to verify the experience claimed by the candidate in relation to the learning/skills listed below:

1. _____
_____

2. _____
_____

3. _____
_____

Signature of third party: _____ Date: _____

Scouts NSW – Online Training

This is the website that has all your eLearning on it – check often to stay up to date

http://training.scouts.com.au/curriculums/electives

Example of mapping peoples progress as they go through the SIS Qualification System

name	scout no.	SIS start date	email	App. Scout Guide	First Aid	SIS - nav.	SIS - com	SIS - camp.	SIS - abseil		SIS – cave.		rock school or abseil		rope skill day		cave w/end		bush walk	
									L1	L2	L1	L2	d1	d2	d1	d2	d1	d1	d2	d1
Stephen Doggett		5/15	stephendd@bigpond.com		30/4															
Janice		3/18			30/4															
Kevin		3/18																		
Jim		7/18																		
Gillian																				
Paul																				
Timothy																				

Helpful Links

- Scouts Australia Institute of Training (SAIT)
  https://training.scouts.com.au/Qualifications

- Rope Test Lab – Facebook page and website
  https://www.ropelab.com.au/

- Southern Cross Adventurous Activity Scout Fellowship – Information about RockSchool http://scaasf.adventure.org.au/