



Get My Course is a student recruitment agency engaged by **Traxion Training**, a Registered Training Organisation with **RTO Code 32254**, to assist with student recruitment and enquiry support.

It is important that prospective students understand that Get My Course is not the Registered Training Organisation delivering or issuing the qualification. All official course information, including course details, entry requirements, policies, student support information, and enrolment requirements, is located on Traxion Training's official website: [Home Page * Traxion Training](#).

Students should always refer to Traxion Training's website for the most current and accurate course information before making an enrolment decision. Get My Course's role is to support prospective students through the enquiry and recruitment process in accordance with the agreed responsibilities between Traxion Training and Get My Course.

The following outlines the agreed responsibilities between Traxion Training and Get My Course.

Roles and Responsibilities

Responsibilities of Traxion Training

Traxion Training is responsible for:

- RPL assessment and competency assessment services
- assessment decisions and outcomes
- issuance of qualifications and Statements of Attainment
- student support and compliance oversight
- complaints and appeals management
- approval and monitoring of third-party activities and marketing materials
- maintaining student and compliance records
- ensuring compliance with applicable VET legislation and regulatory requirements

Traxion Training retains responsibility for all services delivered on its behalf by approved third-party providers.

Responsibilities of Third-Party Providers

Approved third-party providers may assist with:

- student recruitment
- course information and enquiries
- enrolment support
- administrative assistance
- student liaison and communication services

Approved third-party providers must:

- accurately represent Traxion Training as the Registered Training Organisation (RTO)
- use only approved marketing and promotional materials;
- provide accurate course and enrolment information;
- comply with Traxion Training policies and procedures;
- refer complaints and appeals directly to Traxion Training.

Third-party providers are not authorised to:

- issue qualifications or Statements of Attainment;
- make assessment decisions;
- guarantee successful course completion, employment outcomes, migration outcomes, or government funding outcomes;
- act outside the scope of their approved agreement with Traxion Training.

The following is a list of approved courses covered under the third-party agreement between Traxion Training and Get My Course.

CHC30121 Certificate III in Early Childhood Education and Care

CHC50125 Diploma of Early Childhood Education and Care

CHC30221 Certificate III in School Based Education Support

CHC40221 Certificate IV in School Based Education Support

CHC50221 Diploma of School Age Education and Care

CHC33021 Certificate III in Individual Support (Disability Stream)

CHC43015 Certificate IV in Ageing Support

CHC43121 Certificate IV in Disability Support

CHC52021 Diploma of Community Services

CHC51015 Diploma of Counselling

CHC62015 Advanced Diploma of Community Sector Management

