

STUDENT PROGRAM INFORMATION

CERTIFICATE III IN AIR CONDITIONING AND REFRIGERATION (UEE32225)



ABOUT THE QUALIFICATION

The Certificate III in Air Conditioning and Refrigeration (UEE32225) is the qualification required to become a fully qualified air conditioning and refrigeration mechanic.

The industry is commonly known as HVAC&R (Heating, Ventilation, Air Conditioning and Refrigeration). HVAC&R technicians work with the systems that keep people comfortable, preserve food and medicines, and support businesses, industries and critical infrastructure.

Typically delivered over 4 years, this qualification teaches you the skills to install, set up, test, troubleshoot, repair and maintain refrigeration and air conditioning systems. You'll learn how to work with equipment used in food storage, cooling systems, and air conditioning systems in homes, businesses and other buildings. You'll also learn how to safely handle refrigerants and undertake restricted electrical work.

COURSE ADMISSION REQUIREMENTS

To enrol in and complete this qualification, you must be employed as an apprentice under a contract of training.

Students are also required to complete a language, literacy, numeracy and digital assessment. This assessment helps identify whether any additional support may help you succeed during your apprenticeship.

ADDITIONAL REQUIREMENTS

LICENCES

Air conditioning and refrigeration apprentices must apply for and hold the following training licences. You will be supported to apply for these during your orientation session. Please note that a small fee applies to the Refrigerant Handling Licence.

LICENCE	ACTION REQUIRED
Electrical Licence (In Training)	CBS will contact you via your personal email after your Training Contract has been approved and TAFE SA has provided your details. Action this as soon as possible: cbs.sa.gov.au
Refrigerant Handling Licence (TL000)	Apply through: arctick.org

LVR/CPR

As an air conditioning and refrigeration apprentice, you're also required to complete and maintain the following competencies:

- > HLTAID009: Provide cardiopulmonary resuscitation.
- > UETDRMP0007: Perform rescue from a live low voltage panel.

You will complete these units as part of your first year of training. After that, it is your responsibility to ensure these certifications remain current.

PROFILING (ON-THE-JOB EVIDENCE)

Throughout your apprenticeship, you'll complete workplace profiling through Exemplar. This is used to verify that you are exposed a wide range of jobs and tasks as part of your apprenticeship.

You will receive an e-mail directly from Exemplar with your log in details. This will go to your personal account.

During Orientation, you'll be supported to set up your account using your personal email address.

Your Responsibilities:

- > Submit profiling cards every week. Your supervisor will need to approve them.
- > Keep profiling up to date.
- > Reach at least 85% completion of core units before undertaking your final Capstone assessment.

CAREER OUTCOMES

Completion of this qualification meets the requirements to apply for a Full Refrigerant Handling Licence and a Restricted Electrical Licence, providing access to a wide range of career opportunities across the refrigeration and air conditioning industry.

Air conditioning and refrigeration mechanics play an essential role in keeping people comfortable, food fresh, and businesses operating efficiently. With skills that are in demand across many industries, you could work in a variety of environments and choose a career path that matches your interests.

Career opportunities include working in:

- > Residential homes installing, servicing and maintaining air conditioning and refrigeration systems
- > Commercial buildings such as shopping centres, hotels, schools, hospitals and office complexes
- > Industrial and manufacturing facilities, including pharmaceutical, food and beverage production plants
- > Refrigeration and cold chain operations, including supermarkets, distribution centres and cold storage warehouses
- > Data centres and critical infrastructure, where specialised cooling systems protect servers and telecommunications equipment
- > Healthcare and laboratory environments, including hospitals, medical laboratories and clean-room facilities
- > Construction and mechanical services, installing and commissioning systems in major commercial and infrastructure projects
- > Transport industries, including rail networks, marine vessels and cruise ships
- > Agriculture and primary industries, supporting livestock facilities, greenhouses, food processing plants and produce storage facilities

With experience, you may choose to specialise in areas such as commercial refrigeration, industrial cooling, air conditioning, controls and automation, energy efficiency, project management or running your own business.

This is a hands-on trade that offers variety, problem-solving, and opportunities to work across a diverse range of industries throughout Australia and around the world.

WHAT YOU'LL NEED

All learning materials required for your study will be provided.

During your training, you will occasionally need to access the internet and complete online learning activities. You are welcome to bring your own laptop, or you can borrow one through the on-campus laptop loan program.

Some units also require the use of a scientific calculator. Calculators are available for student use; however, if you prefer to use your own, we recommend a Casio FX-82.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

Air conditioning and refrigeration apprentices are required to wear appropriate safety clothing and personal protective equipment (PPE) while participating in practical training on campus.

You will need:

- > Long cotton drill work pants
- > Safety boots
- > Clear safety glasses

Most apprentices choose to wear their employer's work uniform while attending training.

Appropriate PPE helps ensure a safe learning environment and prepares you for working in industry-standard conditions.

HOW IS THE QUALIFICATION DELIVERED?

To achieve this qualification, you must successfully complete a total of 1,210 weighting points, consisting of:

- > 1,070 core weighting points across 27 units of competency (subjects)
- > 140 general elective weighting points

A full list of units of competency is available on the TAFE SA website under the Certificate III in Air Conditioning and Refrigeration (UEE32225) course page.

TRAINING SCHEDULE

Training is delivered through block release at TAFE SA's Tonsley campus, with apprentices attending training for one to two weeks at a time throughout the year while continuing to work with their employer.

Classes are typically scheduled from 7:45 am to 4:30 pm and include:

- > Two 15-minute breaks
- > One 45-minute lunch break

This training model allows you to develop practical skills and industry knowledge in the classroom and workshop, while gaining valuable hands-on experience in the workplace.

HOW MUCH TIME WILL I SPEND AT TAFE SA?

During your apprenticeship, you will spend a total of 23 weeks attending training with TAFE SA. Training blocks are scheduled throughout the year and may vary slightly depending on your commencement date and training progress.

YEAR	WEEKS AT TAFE SA
Year 1	8 weeks
Year 2	5 weeks
Year 3	5 weeks
Year 4	5 weeks
Total	23 weeks

The block release format helps you build your skills progressively throughout your apprenticeship, giving you the opportunity to learn at TAFE SA and then apply those skills on the job with your employer.

NEXT STEPS

Once you've completed the apprenticeship sign-up process, here's what happens next.

STEP 1: TRAINING PLAN APPROVAL

Once Skills SA approves your Training Contract, it will be linked to your Training Plan.

TAFE SA will then email you:

- > Your approved Training Plan
- > A Fee Advice outlining any applicable fees

STEP 2: COMPLETE YOUR LLND ASSESSMENT

Before you can be booked into Orientation, you will need to complete a **Language, Literacy, Numeracy and Digital (LLND) Assessment**.

You will receive an email with instructions on how to book your assessment. This assessment forms part of your training and can be completed during work hours. Speak with your employer to arrange a suitable date and time.

Important: Completion of the LLND Assessment is mandatory. You cannot progress to Orientation or receive your Orientation invitation until it has been completed.

ASSESSMENT OPTIONS

You can complete your assessments through one of the following options:

- > Face-to-face at a TAFE SA campus
- > Virtual classroom
- > Online with supervision

Where required, TAFE SA may provide additional support, including bridging units and learning assistance. More information is available at: students.tafesa.edu.au/getting-started/LLN

STEP 3: ATTEND ORIENTATION

You'll receive an email with your Orientation date. Orientation is mandatory. You cannot be enrolled into classes until Orientation is completed.

During Orientation you will:

- > Receive your student account and TAFE SA email address
- > Learn how to use Self Service, TAFE SA's online registration system
- > Learn how to register for classes
- > Set up your Student ID card
- > Tour the campus
- > Meet support staff and industry representatives

What to bring:

- > Long cotton drill work pants
- > Safety boots
- > Clear safety glasses (most apprentices wear their work uniform)
- > Pens and a notebook
- > Photo identification (required for Orientation only)

STEP 4: REGISTER FOR CLASSES

After Orientation, both you and your employer will receive your training schedule, often referred to as a "call-up."

Before registering, make sure you:

- > Confirm your employer can release you from work to attend training
- > Check that your training dates do not clash with holidays or planned leave

You must register yourself into each class through Self Service before attending.

YOU'RE READY TO BEGIN

Once you've completed these steps, you'll be ready to start your off-the-job training at TAFE SA and begin developing the skills and knowledge needed to become a qualified Air Conditioning and Refrigeration Mechanic.

WHAT SUPPORT IS AVAILABLE?

At TAFE SA, you'll have access to a range of free and confidential support services designed to help you succeed throughout your apprenticeship.

Whether you need help with your studies, career planning, personal wellbeing, or understanding apprenticeship requirements, support is available when you need it.

For information on student services, support and important resources, visit the **TAFE SA Student Website**.

USEFUL LINKS

TAFE SA RESOURCE	LINK
Apprentices & Trainees General Information	students.tafesa.edu.au/information-for/apprentices-and-trainees
Student Counselling	students.tafesa.edu.au/getting-help/counselling
Careers Counselling	students.tafesa.edu.au/getting-help/career-support
Financial Information	students.tafesa.edu.au/information-for/apprentices-and-trainees/financial
Learning Support	students.tafesa.edu.au/getting-help/learning-support#Bridging%20Units

SUPPORT SERVICES AVAILABLE

TAFE SA offers assistance in a range of areas, including:

- > Learning Support for study skills, literacy, numeracy and digital skills
- > Bridging Units to help build foundation knowledge where required
- > Student Counselling for personal and wellbeing support
- > Career Support to help you explore future career pathways and opportunities
- > Financial Information and Assistance to help you understand fees, concessions and available support

NEED HELP?

If you're unsure where to find information or who to talk to, start with the TAFE SA Student Website. It contains helpful information, support contacts and resources to help you get the most out of your apprenticeship and training experience.

Remember, asking for help is a normal part of learning. TAFE SA's support services are there to help you stay on track and achieve your goals.