

TAFE SA VETRO LLN Resit Framework for students with Significant Gaps Outcomes

This framework is to be applied when requests for LLN Assessments with significant gap outcome are requesting a reassessment. TAFE SA recommend that initial LLN Assessments are undertaken as early as possible in the application cycle to allow for potential resit timeframes to be met ([See Note 4](#)).

Definition of Significant Gaps (as identified in the [Skills SA UAN Guidelines for VETRO](#)):

- Where the exit level is lower than exit level 2 required for FIP qualifications (page 9)
- The LLN result has been interpreted by an appropriately qualified staff member, and evaluated against the LLN skills associated with the qualification applied for (page 9-10)
- Interpretation has identified that the student is below the minimum ACFS exit level required (page 10)

Reassessment Request Process

1. Requests for LLN resit need to be made within 2 weeks from LLN Assessment results being communicated to schools via the consolidated email (sent on Tuesdays during the referral period) ([See Note 5](#)).
2. Requests are made via the [online LLN Resit Request webform](#).
3. Request must identify the category of reassessment (see full definitions & criteria on page 2):
 - a. Anticipated Significant Gap (8 week waiting period to undertake resit. [See Note 4](#))
 - b. Unexpected Significant Gap (2 week waiting period to undertake resit)
4. Request is reviewed by TAFE SA's School Team leadership, marked as approved or declined, and VET Coordinator is notified of the outcome.
5. Approved requests
 - a. Student is registered into the ACER assessment tasks – all resits will require both CSPA Reading and CSPA Numeracy components to be completed ([See Note 1](#))
 - b. Student will be sent an invitation to book into a TAFE SA Supervised LLN Assessment session after the required waiting period has passed.
 - c. Student/Guardian/VET Coordinator contacts TAFE SA to book LLN Assessment session (as per existing processes) – online, or TAFE SA Campus supervision sessions are available ([See Note 3](#)).
 - d. Student attends LLN Assessment session and undertakes both CSPA Reading and CSPA Numeracy components.
 - e. Results of resit are reviewed by TAFE SA, including interpretation by Foundation Skills Assessors where results are below exit level 2.
 - f. Results of resit are sent to school, and requests for Support Plan Agreements are made where required.
 - g. VETRO referral continues to be assessed (as per existing processes), and outcomes finalised in Skills SA Portal.
6. Declined requests
 - a. VET Coordinator notified of outcome, and reason resit cannot be undertaken. Declined decisions are final, as request has not met the reassessment framework requirements.
 - b. Outcome of VETRO referral finalised in Skills SA Portal.

Category 1: Anticipated Significant Gap Outcome

LLN significant gaps outcome is consistent with the student's demonstrated literacy and numeracy capability at school.

The student will be receiving additional Foundation Skills learning (as per [Skills SA requirements page 10](#)) before participating in the LLN reassessment.

Conditions:

- Request must be received within 2 weeks via the [online LLN Resit Request webform](#).
- Student participates in targeted Foundation Skills development provided by the school prior to undertaking LLN resit.
- Student can complete resit after 8 weeks from initial assessment. See Note 4
- One resit permitted per intake.
- Primary reassessment mode is undertaken on a TAFE SA campus or in a TAFE SA online session. Student can attend a TAFE SA supervised online session whilst at the school site.
- [Reasonable adjustments](#) as outlined in the [LLN Invigilation Guidelines](#) apply

Timeframes:

- Requests for resit of LLN need to be made within 2 weeks from LLN Assessment results being communicated to schools via the consolidated email (sent on Tuesdays during the referral period).
- The sitting of the reassessment can occur no sooner than 8 weeks after the initial assessment
- The sitting of the reassessment can occur no later than:
 - o 4 weeks prior to Term 1, week 2 (for courses commencing in Term 1)
 - o 4 weeks prior to the start date of the course (for courses commencing outside of the main intake dates). [See Notes 2 and 3](#).

Category 2: Unexpected Significant Gap Outcome

LLN significant gaps outcome is not consistent with the student's demonstrated literacy and numeracy capability at school.

Conditions:

- Request must be received within 2 weeks via the [online LLN Resit Request webform](#).
- Student can complete resit after 2 weeks from initial assessment
- One resit permitted per intake.
- Primary reassessment mode is undertaken on a TAFE SA campus or in a TAFE SA online session. Student can attend a TAFE SA supervised online session whilst at the school site.
- [Reasonable adjustments](#) as outlined in the [LLN Invigilation Guidelines](#) apply

Timeframes:

- Requests for resit of LLN need to be made within 2 weeks from LLN Assessment results being communicated to schools via the consolidated email (sent on Tuesdays during the referral period).
- The sitting of the reassessment can occur no sooner than 2 weeks after the initial assessment
- The sitting of the reassessment can occur no later than:
 - o 4 weeks prior to Term 1, week 2 (for courses commencing in Term 1)
 - o 4 weeks prior to the start date of the course (for courses commencing outside of the main intake dates). [See Notes 2 and 3](#).

Notes:

Note 1: Resit will only be for CSPA modules. The SRNI can not be used for resit purposes ([Skills SA, pg10](#)). Customising the resit for CSPA will require the student to sit under TAFE SA invigilation (on campus or online) due avoid technical errors.

Note 2: The 4 week timeframe before courses commence is to allow for LLN results to be finalised and reviewed, Support Plan Agreements, Part B outcomes, Part C acceptance, onboarding, registration and other essential processes to occur.

Note 3: TAFE SA invigilated LLN Assessment sessions are subject to availability. Additional sessions will not be created for VETRO students. Where there are no LLN Assessment sessions available within the timeframe required for completion which will cause disadvantage to the student, the school may request special privileges to invigilate the resit. This will require a unique TAFE SA session to be created and assessment sitting times coordinated with TAFE SA. TAFE SA will make every effort to accommodate requests, however special privileges cannot be guaranteed due to TAFE SA closure periods and staffing availability over Christmas and New Year periods.

Requests for the school to invigilate the resit due to disadvantage (as stated above) can be made in writing to the TAFE SA Schools team schools@tafesa.edu.au – subject line is Request for School Invigilated LLN resit.

Note 4: TAFE SA strongly recommend that initial LLN Assessments are undertaken early as possible in the application cycle to allow for potential resit timeframes to be met (for example: for Sem 1 2026 referrals, LLNs need to be completed by 24 October 2025 at the latest to be eligible for an expected significant gap outcome resist period of 8 weeks).

Note 5: After 2 weeks from notifications of significant gaps to schools, referral outcomes will commence being sent via Skills SA portal (part B).

LLN Resit Process for Significant Gaps Outcome

