



PROSPECTUS:

COMPLY & GROW YOUR RTO

SCALE FOR SUCCESS BY LEVERAGING
RISK MANAGEMENT TO UNLOCK YOUR
TRUE BUSINESS POTENTIAL

INTRO

READY TO
SCALE YOUR
RTO FOR
SUCCESS BY
LEVERAGING
RISK?

We believe there's a whole new paradigm of risk management being introduced into the regulation of the Australian VET sector based on ASQA's new student-centred audit approach, and it's ripe for opportunity for clever, business-focused and ethical private education operators to incorporate and leverage these developments to turn risk into incredible value.

While there will be earth-shattering implications for RTOs who are unable to comply with the new ASQA audit standards, we also strongly believe that there will be groundbreaking implications for the RTOs that are willing to get it right, exceed expectations, and take their business to a whole new level.

TWO-STEP APPROACH

1

FIRST COMPLY

With the new
ASQA audit
approach

2

THEN GROW

Through strategic
business planning
initiatives

WE HAVE SIMPLIFIED THE PROCESS OF STARTING TO SCALE YOUR RTO FOR SUCCESS WITH FIVE EASY STEPS:

1

SET YOUR OWN
BENCHMARK OF
EXCELLENCE

2

TAKE A
PROACTIVE
APPROACH TO
AUDIT

3

CONDUCT A
COMPLIANCE
HEALTH CHECK

4

TAKE YOUR RTO
TO THE NEXT
LEVEL

3

ALIGN RISK TO
VALUE CREATION

COMPLY

1

**SET YOUR OWN
BENCHMARK OF
EXCELLENCE**

3

**CONDUCT A
COMPLIANCE
HEALTH CHECK**

2

**TAKE A
PROACTIVE
APPROACH TO
AUDIT**

COMPLY

1

SET YOUR OWN BENCHMARK OF EXCELLENCE

Be one of the first to understand that compliance can be a valuable opportunity within the risk management strategy of your organisation. Instead of viewing it as an onerous task, harness the ability to differentiate your RTO from competitors by aligning your organisation's quality assurance and compliance to the regulated standards – and then take a giant leap forward to set the industry benchmark.



2

**TAKE A
PROACTIVE
APPROACH TO
AUDIT**

Start early with your strategic planning approach with a proactive approach to quality assurance and compliance. From our experience, the RTOs that achieve the best business results are the ones that avoid the costs of audit rectification and possible regulatory sanctions by starting their compliance preparations at least six months prior to their organisation's re-registration date.



3

**CONDUCT A
COMPLIANCE
HEALTH CHECK**

We understand it is hard to keep up with today's dynamic VET sector regulatory environment. That's why smart RTO owners and managers bring in highly-qualified, industry experts to help them get ahead. Professional RTO advisors will help your team conduct an internal compliance health check and provide you with an Action Plan and support for getting your RTO audit ready.



IS IT TIME FOR YOUR RTO TO BRING IN INDUSTRY EXPERTS?

IF YOUR RTO IS COMING UP FOR RE-REGISTRATION THIS YEAR IT MIGHT BE TIME FOR YOU TO CONSIDER BRINGING IN ADDITIONAL SUPPORT FOR YOUR TEAM TO GIVE YOUR BUSINESS THE BEST POSSIBLE CHANCE OF ACHIEVING COMPLIANCE.

WHO WE ARE



RTO ADVANCE HAS OVER THREE DECADES INDUSTRY EXPERIENCE.

We've worked with many successful RTOs to assess their readiness for regulatory audits, and to assist with implementing operational and academic improvements. We have an unparalleled reputation for expertise in the governance, compliance and management of RTOs.

Our Founder & Educational Strategist, Judith Bowler, is a well-respected industry professional with three decades of experience, including 20 years of operating a large and successful Australian RTO. She is committed to working in partnership with RTOs to continue to advance the Australian VET sector.

**TAKE YOUR
ORGANISATION'S AUDIT
TEMPERATURE**



RTO HEALTH CHECK

RTO Advance has over three decades industry experience in working with successful RTOs to assess their readiness for regulatory audits, and to assist with implementing operational and academic improvements.

Our expert team of RTO advisors understand that an extremely thorough approach is required to ensure an RTO's readiness for audit.

We have a solid track record of success when it comes to helping RTOs with the re-registration process, and our advisory services are based on three phases:

THREE AUDIT HEALTH CHECK PHASES

1

PHASE I

A detailed two-day internal audit to establish the current situation of your RTO's compliance,

2

PHASE II

The results of the audit are presented with an Action Plan with a timeframe for implementation.

3

PHASE III

Our expert and highly-qualified RTO advisors conduct an internal re-audit and risk assessment.



I: INTERNAL AUDIT

A detailed two-day internal audit to establish the current situation of your RTO's compliance, so that we have a clear understanding of your RTO's current alignment with the VET Quality Framework (VQF).

If your RTO is registered for CRICOS, the internal audit will review compliance with the ESOS Act and the National Code of Practice. The results of the audit are presented with an Action Plan with a timeframe for implementation.

INTERNAL AUDIT

THE TWO-DAY
INTERNAL AUDIT WILL
EXAMINE:



ADMINISTRATIVE ISSUES

Reviewing policies, procedures and administration of the RTO, including student records, focusing on administration processes, human resource management, marketing materials (including the website), strategic planning, feedback collection and analysis, continuous improvement processes, and associated documentation.

TRAINING & ASSESSMENT ISSUES

Focusing on Training and Assessment Strategies, the qualifications and experience of trainers and assessors, assessment validation and moderation and industry consultation. It is essential that all of your RTO documentation is available for review at the audit, and that appropriate personnel are available to explain how the documentation is accessed and utilised within your education enterprise.

PHASE I PROJECT FEE

AUD\$4,620
+ GST

This Project Fee covers the following RTO advisory services:

- Two-day audit conducted by RTO Advance advisor;
- Providing a list of non-compliances; and
- Providing an Action Plan arising from the audit.

The RTO Advance team of advisors are available for on-site audits in the Sydney metropolitan region (including Parramatta & Penrith), as well as Newcastle and Wollongong. Other locations on request.

The above fee does not include travel costs outside of the Sydney metro areas, and these are charged at an economy rate and detailed for approval by the RTO prior to the project commencing.



REQUEST A FREE 1:1
CONSULTATION
FOR MORE DETAILS



II: ACTION PLAN

The Action Plan delivered at the end of Phase I of will set out a range of tasks that need to be completed and implemented in priority order. The implementation actions are usually undertaken by RTO Advance together with your RTO's compliance staff.

However, this varies depending on the degree of work required and the capacity and expertise of your staff to undertake the required rectification and implementation processes.

The RTO Advance advisory team has the ability to undertake all improvement actions on behalf of your RTO if required.

At the completion of Phase I, a detailed costing will be provided for Phases II and III of the project.



[REQUEST A TAILORED PROPOSAL](#)





III: INTERNAL RE-AUDIT

OUR EXPERT AND HIGHLY-QUALIFIED RTO ADVISORS CONDUCT AN INTERNAL RE-AUDIT AND RISK ASSESSMENT PRIOR TO YOUR RTO'S ASQA AUDIT, TO VERIFY YOUR ORGANISATION'S READINESS.



REQUEST A TAILORED PROPOSAL



**ONCE YOU HAVE
COMPLIED AND
SUCCESSFULLY
RE-REGISTERED YOUR
RTO, YOU ARE READY TO
SCALE FOR SUCCESS**

COMPLY & GROW YOUR RTO

RTO Advance has partnered with Marcus Sellen & Associates to develop the dedicated *Comply & Grow Your RTO* program for Australian Registered Training Organisations, to assist them in leveraging audit and compliance as a platform for strategic business growth.

Our alliance provides our clients with access to the expertise of two of Australia's leading RTO advisory firm's, aimed at helping your RTO make the transition from the previous reactive paradigm of risk management towards a proactive 21st century business model for private education enterprise. Marcus Sellen & Associates are able to help RTO owners and managers take the next step in scaling their business for success through the firm's strategic RTO planning advisory services.



SECURE, STRENGTHEN AND ADVANCE YOUR RTO BUSINESS

Marcus Sellen & Associates are fast gaining a reputation as one of Australia's leading RTO Advisory firms.

Founder & Principal Advisor, Marcus Sellen is an experienced CEO with over 15 years leadership experience. He has established expertise in starting, growing and selling some of the most successful and respected businesses in the private education and training sector.

Marcus Sellen & Associates specialise in developing strategic planning, boardroom governance, executive coaching, professional development, as well as student and alumni engagement to augment the 'Comply & Grow Your RTO' program and help education enterprises scale for success.

GROW

4

TAKE YOUR RTO
TO THE NEXT
LEVEL

5

ALIGN RISK TO
VALUE CREATION

GROW

4

TAKE YOUR RTO TO THE NEXT LEVEL

Planning for future growth starts with improving and systemising your audit processes throughout the year so you can start scaling for success. But it doesn't stop there. Strategic business planning is essential for compliant Registered Training Organisations who are ready to take their revenue and business growth to a whole new level. This includes:

Introducing best-practice boardroom governance policies and procedures; coaching your senior executives to achieve and extend their personal bests; implementing a highly developed marketing plan based on a key understanding of your target audiences' needs and developing solutions using 21st-century digital marketing techniques; providing professional development opportunities for your education facilitators to become renowned as an employer-of-choice; and initiating best-in-class student and alumni engagement programs.

5

**ALIGN RISK TO
VALUE CREATION**

Traditionally, the Australian VET sector has viewed the audit and compliance process as merely a means to an end. But what if you thought about it in a whole new light?

What if complying with ASQA's new learner-centred audit approach presented your RTO with a huge opportunity to step in front of the pack and lead the way for vocational education and training in Australia?

Is your RTO ready to adapt to the online and on-demand learning environment? Is your RTO capable of harnessing data analytics to improve the student experience and drive revenue growth? Is your organisational culture in tune with new collaborative governance structure models?

Are you ready to challenge existing assumptions about how to run a successful RTO in Australia, and continuously innovate and adapt in response to constant change? And are you ready to provide extraordinary value to your customers – your students, staff and stakeholders?

LEAD. NAVIGATE. DISRUPT.

**ACCELERATE BUSINESS
PERFORMANCE BY
EMBRACING
INNOVATION AND
COMPLEXITY.**

DELOITTE GLOBAL





NAVIGATE A CHANGE OF PERSPECTIVE ON RISK MANAGEMENT TO LEAD & DISRUPT THE INDUSTRY

A change of perspective from viewing risk as a force to resist, towards viewing risk as an opportunity to seize competitive advantage is going to accelerate your RTO's scalability and future capacity for revenue growth. Far beyond what anyone else in your market is currently doing.

Interested in learning how to lead, navigate and disrupt the Australian vocational education and training industry? Well, ASQA have provided us all with some very big clues with its new student-centred audit approach.



THIS WAY FOR STAKEHOLDER-CENTRED LEARNING ENVIRONMENTS

We would suggest that a strategic learner-centred approach for your Registered Training Organisation - where the vocational education and career goals of students are paramount - will potentially propel your RTO into the stratosphere.

Delivering high quality learning and assessment materials that provide learners with the skills and understanding they need to step into the jobs of the 21st century should be your top priority. But that's not all...

How about creating value for your other set of important customers: your staff. A strategic learner-centred environment for education facilitators to continue their own education and grow their professional skillsets will set you apart from a large number of your competitors.

Executive coaching for senior management can also contribute positively to your RTO's triple bottom-line and business sustainability by upskilling executives in new business methodologies and helping them cope with possible overwhelm from constantly pivoting in response to dynamically changing regulatory environments.

YOU'VE SUCCESSFULLY COMPLIED, NOW GROW YOUR RTO

TAILORED PROPOSALS ON REQUEST

An additional option for Registered Training Organisations who have achieved compliance through the [Comply & Grow Your RTO](#) program is to engage Marcus Sellen & Associates to start scaling their business for success.

Marcus Sellen and his team of expert RTO advisors are available to assist your RTO develop strategic planning with a focus on revenue and business growth, encompassing:

NEXT LEVEL STRATEGY



Introducing best-practice boardroom governance policies and procedures;



Coaching your senior executives to achieve and extend their personal bests;



Implementing a highly developed marketing plan based on a key understanding of your target audiences' needs and developing solutions using 21st-century digital marketing techniques;



Providing professional development opportunities for your education facilitators to become renowned as an employer-of-choice; and



Initiating best-in-class student and alumni engagement programs.



REQUEST A FREE 1:1 CONSULTATION
WITH AN RTO ADVISOR TO DEVELOP
A SOLUTION TAILORED TO YOUR
ORGANISATION.

A black and white photograph showing several small seedlings growing in a multi-cell tray. The seedlings are in the early stages of growth, with small leaves visible. The image is used as a background for the top half of the advertisement.

COMPLY & GROW WITH US

SCALE YOUR RTO FOR SUCCESS BY
LEVERAGING RISK TO CREATE VALUE FOR
YOUR MOST IMPORTANT STAKEHOLDERS:
YOUR STUDENTS, YOUR STAFF. AND YOU.

READ OUR COMPLY & GROW YOUR RTO
WHITE PAPER FOR MORE INSPIRATION.



CONTACT US

TO REQUEST A FREE 1:1 CONSULTATION
WITH ONE OF OUR EXPERT RTO
ADVISORS:

[CLICK HERE](#)

COMPLY & GROW YOUR RTO

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