

Course Information and Policies

Battery Storage Systems for Grid Connected PV Systems – Install Only Solar Victoria Funded

Summary

This section summarises the main points of information and policies for the Battery Storage Systems for Grid-Connected PV Systems Install Only course funded by the Solar Victoria program. For the full Course Information and Policies for this course, please see page 6 onwards.

The Battery Storage Systems for Grid-Connected PV Systems Install Only course has been designed to upskill electricians to enable them to competently install battery energy storage systems. The course meets the training requirements to apply for Battery Storage Install accreditation with the Clean Energy Council.

The Units of Competency training for this course are fully subsidised by the Solar Victoria program. See the pricing structure for this course on page 4.

Contents

Course Information and Policies	1
Summary	1
Prerequisites	2
Training Outcome	2
Delivery Method and Duration	3
Materials and equipment:	3
Funding	3
Design component add-on.....	4
Funding summary	4
FAQs	4
Completions and extensions	4
Face-to-face practicals	5
Refunds	6
Solar Victoria program	6
Full Course Information and Policies	6
1 Course Details	6
1.1 Prerequisites	6
1.2 Training Outcome	7
1.3 Delivery Method and Duration	7

1.4	Materials and Equipment.....	8
1.5	Solar Victoria Funding	8
1.6	Design Component Add-on.....	9
2	Student Rights and Responsibilities	10
2.1	Code of Practice	10
2.2	Behaviour	10
	Cheating and plagiarism.....	10
2.3	Complaints and Appeals	10
	General complaints and further appeals	10
	Complaints and appeals of training and assessments	10
2.4	Student Records.....	11
3	Cancellation and Refunds	11
3.1	Practical Training Component.....	11
4	Course Validity	12
5	Recognition of Prior Learning (RPL)	12
5.1	RPL Procedure.....	12
5.2	Cost of RPL	13
6	Intellectual Property	13
7	Disclaimer.....	13

Prerequisites

You must have an unrestricted Australian electrical licence or be close to completing your electrical apprenticeship with specific Units of Competency listed on your transcript. If you're a third or fourth year apprentice, send your current transcript to training@gses.com.au so we can check your eligibility.

You must also have completed the Grid-Connected PV Systems Install course with us or another training organisation. We need to see your Statement of Attainment for the PV installation unit UEERE0016 or equivalent.

For the exact prerequisite requirements, see page 6.

Training Outcome

Successful completion of the Battery Storage Systems for Grid-Connected PV Systems Install only course will result in the award of a Statement of Attainment in the current version of the following Units of Competency:

- **UEERE4001:** Install, maintain and fault find battery storage systems for grid-connected photovoltaic systems

GSES **cannot guarantee** the successful completion of any student, as this is dependent on the student demonstrating competency in the skills and knowledge required to install battery storage systems for grid-connected PV systems as outlined by the Units of Competency. GSES assesses the Learning, Literacy and Numeracy skill levels of students upon enrolment, and will refund students who do not meet the minimum levels as we are not equipped to deliver foundation skills training.

For more information about training outcome, completion and CEC accreditation see page 7.

Delivery Method and Duration

This is a mixed-delivery course containing an online component and a **2 days** face-to-face practical component. This course is nominally **60 hours of training** including the online and practical components. Both components need to be completed successfully to receive a Statement of Attainment.

Online – The online content contains a physical resource book, online material and assessment quizzes, and a final exam. This component is nominally **44 hours of training**, but individual students may take more or less time to complete it.

Practical – 2 days face-to-face component that is available **after completing all the online assessments**. The practical sessions run approximately monthly in our training facility in Thomastown, Melbourne VIC.

For more information on the delivery of this course see page 7.

Materials and equipment:

- This course includes a copy of the GSES resource book *Battery Storage Systems for Grid-Connected PV Systems Design and Installation 2nd Edition*. There is no additional charge for the book or for shipping within Australia.
- Students **are required** to have access to a current copy of the Australian standards:
 - AS/NZS 4777.1:2016
 - AS/NZS 5033:2021
 - AS/NZS 3000:2018
 - AS/NZS 3008.1.1:2017
 - AS/NZS 5139:2019

If you do not already have access to these standards, you will need to purchase them through Australian Standards, Techstreet or SAI Global. GSES is unable to supply copies of the standards or to reimburse the cost of the standards.

- Students are required to have access to a computer with reliable internet access and a calculator.

Funding

This course is fully subsidised by Solar Victoria for those who fit the eligibility criteria:

- Currently holds a residential address in Victoria
- Holds the prerequisites for this course

- Enrols in the course **on or before** the 22nd of December 2022 AND completes the course **on or before the 30th** of March 2023

A booking fee of \$505 will be charged upon enrolment and refunded upon completion to those who successfully complete the course before the 30th of March 2023.

Design component add-on

For those interested in the Design and Install CEC accreditation, discounted enrolment in **UEERE5001** is available for an extra fee. This unit is not part of the Solar Victoria program, and therefore the course fee is not refundable.

- Extra cost: \$600 **not refundable**
- Training outcome: UEERE5001
- Delivery: extra assessments and a design task will be added to the course content and must be completed within 12 months of the original Install enrolment

Funding summary

The table below summarises the costs and refunds available for each course and respective units of competency.

Course	Full fee	Initial investment	Refund	Total paid	Units
Grid-Connected PV Systems Install Only	\$1795	\$535	\$535	\$0	UEERE0022 and UEERE0016
Grid-Connected PV Systems Design and Install	\$2395	\$1135	\$535	\$600	UEERE0022, UEERE0011 and UEERE0016
Battery Storage Systems for Grid-Connected Systems Install Only	\$1795	\$505	\$505	\$0	UEERE4001
Battery Storage Systems for Grid-Connected Systems Design and Install	\$2395	\$1105	\$505	\$600	UEERE4001 and UEERE5001

FAQs

Completions and extensions

1. What happens if I don't complete the course before the **30th of March**?

Unfortunately, the Solar Victoria funding only covers students who have their Statement of Attainment issued on or before the 31st of March 2023. Therefore, students that do not complete the Install Only component by the 30th of March 2023 will have their courses cancelled and will be not eligible to receive the refund of the booking fee.

To continue working on the course, the student will need to repurchase the course at full price.

2. I'm doing Design and Install; do I need to complete by the **30th of March**?

You need to complete the Install Only component by the 30th of March. This includes the Install Only assessments, final exam and practical session. If you are enrolled in the Design Component Add-on, you can work on the Design assessments and Design Task after the 30th of March.

Your course will be available for 12 months from the date of expiry.

Students that do not complete the Install Only course by the 30th of March will no longer be able to access the assessment tasks, and will need to pay the remaining cost of the course (\$1290) in order to complete the course. In this case you will not receive any refund upon successful course completion.

For more information about the Design Component Add-on see the course information and policies [here](#)

3. Can I access the content after I complete the course?

Yes. The course will be available to you for 12 months from enrolment.

4. Can I have extensions?

Unfortunately, no. Extensions are not available for the Solar Victoria funding program as the program ends on the 31st of March.

If you are doing the Design Component Add-on and have completed the Install course but not the Design component, you may be eligible for extensions.

Contact the GSES training team for more information.

Face-to-face practicals

1. When can I book my practical?

You must complete the whole online Install component of the course before booking a practical session. The practical session must be completed before the 30th of March.

GSES will schedule monthly practical sessions in Melbourne. Please contact us for any questions relating the practical dates.

2. I have completed the online component but not the face-to-face practical. What do I do?

You must complete the whole Install component of the course to get a refund for the booking fee. The successful completion of the course includes the assessments, final exam, and practical component. If you have not done the practical before the 30th of March, you are not eligible for a refund and your course will be cancelled.

3. Can I do my practical session somewhere else?

Unfortunately, no. The Solar Victoria funding is specifically designed for students in Victoria that want to train locally.

4. Can I do this course entirely face-to-face?

GSES only provides the mixed-delivery option for this course. Other RTOs might have different deliveries including entirely face-to-face courses.

Refunds

1. When do I get my booking fee refunded?

Once you complete your course, we will check your completion, issue your certificate and process the refund. That can take a couple of business days. If you don't hear from us in 3-5 business days, please give us a call.

2. I don't want to continue on this course, can I get a refund?

Full refunds are available within 14 days of purchase AND the student has made no attempts in any assessment as per the Refund Policy. For more information see the full refund policy on page 11.

3. Can I get my refund made into another account/ card?

No, refunds are made to the payment method used to purchase the course. If you have a strong reason to request the payment to be made to another account or card, please give us a call.

Solar Victoria program

1. Why is GSES in the Solar Victoria program?

GSES and other RTOs have been selected to be part of the Solar Victoria program to improve the workforce in the state of Victoria. More information about the program can be found on the Solar Victoria page: <https://www.solar.vic.gov.au/training-workforce-development>

2. I don't live in Victoria. Is there any funding available for other states?

No, GSES is currently only involved in the Solar Victoria program which funds courses in Victoria for Victoria residents.

3. Is there a discount for Design Only courses or the Stand-Alone Power System course?

No, the Install Only units for Grid-Connected and for Battery Storage courses are the only units offered by GSES covered by the Solar Victoria program. Other RTOs may be able to deliver Design Only courses funded by this program.

Full Course Information and Policies

1 Course Details

This document specifies the course information and policies for the Battery Storage Systems for Grid-Connected PV Systems Install Only course, for students enrolled under the Solar Victoria funding program. Students who have additionally enrolled in the Design unit of competency should read this document in conjunction with the Design Component Add-on Information and Policies document.

1.1 Prerequisites

This course is designed for electricians who already hold an electrician's qualification, and wish to further their skills by gaining a qualification to install battery storage systems for grid-connected photovoltaic systems.

Students must hold the following prerequisites prior to enrolment:

- An unrestricted electrical licence issued by an Australian state or territory OR a current electrical apprenticeship and completion of the following Units of Competency:
 - UEECD0016 (Document and apply measures to control WHS risks associated with electrotechnology work)
 - One of:
 - UEECD0043 (Solve problems in direct current circuits)
 - Both of:
 - UEECD0044 (Solve problems in multiple path circuits)
 - UEECD0046 (Solve problems in single path circuits)
 - One of:
 - UEECD0025 (Lay wiring/cabling and terminate accessories for extra-low voltage (ELV) circuits)
 - UEEEL0023 (Terminate cables, cords and accessories for low voltage circuits)
 - UEEEL0012 (Install low voltage wiring, appliances, switchgear and associated accessories)
- The Install Grid-Connected PV Systems Unit of Competency: UEERE0016 OR UEENEEK148A OR UEENEEK048A (Install, configure and commission LV grid-connected photovoltaic power systems).

1.2 Training Outcome

Successful completion of this Battery Storage Systems for Grid-Connected PV Systems Install course will result in the award of a Statement of Attainment in the current version of the following Units of Competency:

- UEERE4001: Install, maintain and fault find battery storage systems for grid-connected photovoltaic systems

Upon successful completion of the course, students will be eligible to apply to the Clean Energy Council of Australia for the Battery Storage Accreditation. The Clean Energy Council has information on their website indicating their requirements to apply for Clean Energy Council Accreditation: www.cleanenergycouncil.org.au/industry/installers/accreditation-process.

Note that GSES cannot guarantee successful completion of this course, which is dependent on the effort of the individual student. GSES assesses the Language, Literacy and Numeracy skills of students upon enrolment and will refund to students whose results are below the levels recommended for successful completion of the course. GSES does not provide entry level Vocational Education Training (VET) sector training.

When your course is completed, and all requirements have been met including identity verification, licensing verification and Unique Student Identifier (USI) as required by the Australian Government, you will be issued with certification within 14 days.

1.3 Delivery Method and Duration

This course uses two delivery methods: online theory completed at students' own pace and the face-to-face component (16 hours over 2 days) held at a GSES Training Facility. Both components must be successfully completed to receive a Statement of Attainment.

The Battery Storage Systems for Grid-Connected PV Systems Install Only course is nominally 60 hours of training, including the online assessments and practical session. Students may take more or less time than this to complete the course.

The online component may be completed at any time during the student's enrolment period, which is valid until the 30th of March 2023. All online assessments must be completed **before** attending the face-to-face component, which must also be completed before the 30th of March 2023.

GSES has a team of tutors who mark the online work and as necessary supply feedback or additional technical information to the students. GSES's tutors are also available to be contacted by phone (02 9024 5312) during business hours or email (tutor@gses.com.au). For the face-to-face component, students will work in small groups and individually. One trainer is assigned to a maximum of ten students for practical activities to ensure focused time with the trainers for any additional questions or advice.

1.4 Materials and Equipment

Students are supplied with a copy of the GSES publication *Battery Storage systems for Grid-Connected PV Systems Design and Installation 2nd Edition* as part of enrolment; the cost of the publication and shipping is included in the booking fee and is refunded via Solar Victoria following successful course completion.

Students will require a current copy of the following Australian Standards. These are not supplied by GSES; they can be purchased from Standards Australia, Techstreet or SAI Global websites (store.standards.org.au, www.techstreet.com or infostore.saiglobal.com/store) and are available at some libraries. TAFE students or members of NECA or Master Electricians may be able to access the standards through their respective institutions. **Any cost associated with purchasing the standards is not reimbursable through the Solar Victoria program.**

- AS/NZS 5033 - Photovoltaic arrays
- AS/NZS 4777.1 - Grid connection of energy systems via inverters
- AS/NZS 3000 - Wiring Rules
- AS/NZS 3008.1.1 - Selection of cables
- AS/NZS 5139 - Safety of battery systems for use with power conversion equipment

Due to the online nature of the course platform, students will require access to a computer and the Internet in order to complete the course. Students will also need a scientific calculator, and access to Microsoft Excel or OpenOffice Calc (freeware) spreadsheet program is recommended.

1.5 Solar Victoria Funding

Solar Victoria funding is available for the following Units of Competency:

- **UEERE0022:** Solve basic problems in photovoltaic energy apparatus and systems
- **UEERE0016:** Install, configure and commission LV grid-connected photovoltaic power systems
- **UEERE4001:** Install, maintain and fault find battery storage systems for grid-connected photovoltaic systems

This program fully subsidised the units above, given that students are eligible, are enrolled before the 31st of December 2022, and are issued with their Statement of Attainment before the end of the program on the 31st of March 2023.

To allow time for administration tasks, GSES requires students to be **enrolled on or before the 22nd of December 2022** and to successfully **complete all course assessments on or before the 30th of March 2023**.

To be eligible for this program, students must hold all prerequisites of the course as listed on page 6 and have a residential address in Victoria.

Upon enrolment, a refundable booking fee of \$505 will be charged representing the cost of the book plus 20% of the original cost of the course. This fee will be refunded to the student upon successful completion of the course as long as the Statement of Attainment is issued on or before the 31st of March 2023.

1.6 Design Component Add-on

GSES is not able to offer Solar Victoria funding for the Design course, however we have a highly discounted gap program for students wishing to complete the following Design unit of competency in addition to the fully funded Install course.

- **UEERE5001:** Design battery storage systems for grid-connected photovoltaic systems

An additional \$600 Design Component Add-on course fee will apply to students who choose to additionally enrol in the Design unit of competency. This fee is not refundable upon course completion.

Students who enrol in the Design Component Add-on must complete the online component of the Install Only course prior to beginning the Design course. The Install Only course must still be completed on or before the 30th of March 2023, but students will have 12 months from their original enrolment date to complete the Design unit of competency.

Students enrolling in the Design Component Add-on must refer to the Design Component Add-on Course Information and Policies in conjunction with this document.

The table below contains all information on the cost of each of the courses eligible for fully funded or discounted fee and the respective Units of Competency.

Course	Full fee	Initial investment	Refund	Total paid	Units
Grid-Connected PV Systems Install Only	\$1795	\$535	\$535	\$0	UEERE0022 and UEERE0016
Grid-Connected PV Systems Design and Install	\$2395	\$1135	\$535	\$600	UEERE0022, UEERE0011 and UEERE0016
Battery Storage Systems for Grid-Connected Systems Install Only	\$1795	\$505	\$505	\$0	UEERE4001
Battery Storage Systems for Grid-Connected Systems Design and Install	\$2395	\$1105	\$505	\$600	UEERE4001 and UEERE5001

2 Student Rights and Responsibilities

2.1 Code of Practice

As a registered training organisation (RTO) GSES complies with the Standards set out by the regulator, the Australian Skills Quality Authority (ASQA), for Vocational Education Training (VET).

GSES will inform students within 30 days of any changes to services provided to them. This includes any changes to education and support services, any change in the RTO ownership or to third party arrangements.

GSES does not countenance discrimination of any kind in the workplace. We wish to provide a safe and comfortable place of work.

2.2 Behaviour

GSES maintains an adult workplace. We do not countenance any behaviour that is contrary to safe work practice. We do not countenance inappropriate language in all forms of communication. GSES asks that all persons treat others with respect.

Cheating and plagiarism

Cheating will not be tolerated. If detected, sanctions may be implemented at the discretion of GSES.

Students are required to ensure that all responses and/or work they submit is their own work. Any referenced material should be annotated as to its origin. Sanctions may be implemented at the discretion of GSES if plagiarism or fraud is detected, including revocation of certification.

2.3 Complaints and Appeals

GSES has a policy of treating all complaints quickly and professionally. GSES welcomes your feedback.

We ask that you seek to resolve any issue with the GSES staff person who is providing the service. If you are unsure with whom you need to raise your issue, please:

- Call 02 9024 5312
- Write to GSES, Suite 4, Level 3, 44-54 Botany Rd, Alexandria, NSW, 2015
- Email training@gses.com.au

We will attempt to resolve your complaint within 10 working days.

General complaints and further appeals

If you cannot resolve the complaint informally with a staff member, you may lodge the complaint in writing with the RTO Chief Executive Officer (CEO) at geoff@gses.com.au. With your permission the CEO or senior manager will respond in writing within 10 working days. GSES may use mediation and conciliation to resolve the complaint.

Complaints and appeals of training and assessments

All GSES course participants have the right to appeal the results they obtain in assessments and examinations. The appeal should be sent in writing to the RTO Chief Executive Officer (CEO) at geoff@gses.com.au who will review the result and respond in writing. GSES may use mediation and conciliation to resolve the complaint. Students also have the right to engage a suitably qualified independent assessor.

2.4 Student Records

Your records are accessible in your online course. GSES urges you to keep copies of all your work until the course is completed and certificate issued.

In the unlikely event that GSES ceases to deliver training services, all current student records will be transferred to ASQA, who can organise completion of the Units of Competency with another RTO.

3 Cancellation and Refunds

Cancellation of online training courses will be subject to the following conditions:

- If the student's Learning, Literacy and Numeracy (LLN) levels are determined by GSES to be below the standard required to complete the coursework successfully, and the student has not yet submitted coursework for assessment, GSES may offer a full refund of the booking fee. If the student then opts to continue with the course, the standard cancellation and refund policy applies.
- Cancellation of online training courses made *within fourteen (14) days* of the date of payment AND *before the online course has been accessed*: the student will receive a full refund of the online course payment.
- Cancellation of online training courses made *within fourteen (14) days* of the date of payment AND *after the online course has been accessed* AND *before any coursework has been submitted for assessment*: the student will receive a refund of the online course payment **less a cancellation fee of \$440**, unless the value of the course is lower than this, in which case the student will receive *no* refund.
- Cancellation *more than fourteen (14) days* after the date of payment OR *after the first coursework (i.e. the Introduction to Battery Energy Storage Assessment) is submitted for assessment* (whichever occurs first): the student will receive *no* refund.
- All course refunds are **exclusive** of the price of the supplied course publication as advertised at the time of enrolment, unless the publication is returned to GSES in an undamaged and unused condition. GSES reserves the right to refuse a refund of the publication on the basis that goods are damaged or have been used prior to return.
- The cost of an online training course is **inclusive** of the Practical Training Component (if applicable), as are course refunds.
- Refunds associated with the Solar Victoria program are issued upon successful completion of the course, on the condition that all assessment tasks are completed on or before the 30th March 2023. Refund values are detailed in Section 1.5 of this document.
- Refunds are issued to the original payment method.

3.1 Practical Training Component

The confirmed date for the Practical Training Component is only available **once a student has completed the necessary online assessments, used the Moodle-provided link to select a date, and received a confirmation email from GSES. GSES may cancel a scheduled practical session at any time fourteen (14) days or more prior to the starting date: any students enrolled in the cancelled practical will be transferred to another session of their choice.**

A student may change the date of their Practical Training Component fourteen (14) days or more prior to the starting date of the Practical Training Component. Changing the date of any GSES

Practical Training Component less than 14 days prior to the scheduled start date will incur an admin fee of \$192.50.

4 Course Validity

Courses under the Solar Victoria program are valid until the 30th of March 2023 as the program ends on the 31st of March 2023. The content will be available for twelve (12) months from the date on which enrolment is finalised.

Students that do not complete their course by the 30th of March 2023 will have their enrolment cancelled with no refund for the booking fee and will be required to re-enrol into a new course if intending to continue. Standard enrolment fees will apply in this situation, and Recognition of Prior Learning (RPL) may be available for an additional fee.

Extensions are not available for courses in this program. However, students that are enrolled into the Design Component Add-on may be eligible for extensions if the Install Only course is completed before the 30th of March 2023.

If a cancellation/extension/change of date is required, please email or telephone GSES at training@gses.com.au or 02 9024 5312.

5 Recognition of Prior Learning (RPL)

In accordance with the Australian Quality Framework, GSES is committed to providing a quality recognition process to all students that is:

- Fair
- Flexible
- Reliable
- Valid

GSES will on request engage in a recognition of prior learning evaluation. GSES does not offer entry level VET sector training.

GSES will ensure that an individual's learning and skills are recognised irrespective of how or where they have been acquired. This policy, therefore, recognises that prior study together with work and life experiences may have provided the participant (subject to the provision of suitable evidence) with competence in the outcomes prescribed in a curriculum or Training Package.

Skills recognition assessments and outcomes will be recorded, and Statements of Attainment will be issued to the participant where applicable and appropriate.

Recognition of prior learning is not covered by the Solar Victoria program and will be charged separately.

5.1 RPL Procedure

If a Unit of Competency (UOC) has been completed as part of an earlier taught course, that UOC will be evaluated to determine if there are any gaps in the previous training and any required training will be provided as part of a higher level or new course.

Should the participant seek RPL, an appropriately skilled staff member will assess the participant's competence against the performance criteria or learning outcomes of the unit or session.

GSES advocates a consultative approach to assessing both prior and current competencies through planning, implementing and evaluating the process.

Participants who are dissatisfied with the outcome of a recognition process are able to lodge an appeal through GSES's Customer Complaints and Appeals process, and participant feedback regarding the recognition process is used as a valuable mechanism to continually improve the process.

If competence is established a Statement of Attainment will be issued, and the student must provide USI and AVETMISS information.

Where competence is not established, the applicant will be informed on the training solution that can be offered to prove this competence.

5.2 Cost of RPL

Fees for RPL evaluation will vary based on the extent of assessment and administrative services required. A simple credit transfer will typically incur a once-off administration fee, while a full RPL procedure may be billed at an hourly rate.

Recognition of prior learning is not covered by the Solar Victoria program and will be charged separately.

6 Intellectual Property

The material on the GSES website is subject to copyright as are the written materials supplied with the GSES name on them.

7 Disclaimer

All material and information provided by GSES is in good faith and is believed to be accurate and current at the date of publication. GSES endeavours to inform all stakeholders of any change in applicable regulations, codes of practice, or standards.

GSES will not be liable for computer viruses or damage resulting from the accessing of third party websites.