

CANCELLATION OF AN APPROVED VET QUALIFICATION

Effective: 1 January 2026

Version: 01-25

Purpose

The Training Accreditation Council (TAC or the Council) acknowledges that Western Australian registered providers make a significant commitment to meeting their obligations under the *Vocational Education and Training Act 1996* (VET Act). However, in some circumstances, the Council may be required to cancel an approved Vocational Education and Training (VET) qualification or prescribed VET qualification if it is satisfied that a provider has by mistake or on the basis of false or misleading information or in contravention of the VET Act, issued a qualification.

This policy outlines the grounds on which an approved VET qualification or prescribed VET qualification can be cancelled.

Scope

This policy is applicable to all providers registered by the Council.

A WA registered provider is able to correct any administrative errors on certification that it has issued and re-issue a corrected certificate. (e.g. correcting a spelling mistake, an incorrect student name, code or course title). However, a provider may identify, or it may be identified at audit, that an approved VET qualification or prescribed VET qualification has incorrectly been issued by mistake or on the basis of false or misleading information or in contravention of the VET Act and should be cancelled.

In such cases the Council may cancel an approved VET qualification or prescribed VET qualification under section 58E of the VET Act.

Definitions

Approved VET qualification	A document, other than a prescribed VET qualification, that certifies that a person has successfully completed an approved VET course or a part of an approved VET course
Australian Qualifications Framework	The framework for regulated qualifications in the Australian education and training system, as agreed by the Commonwealth, State and Territory ministerial council with responsibility for higher education.
Prescribed VET qualification	A document that certifies that a person has a qualification of a prescribed type (e.g. an apprenticeship or traineeship).
Registered Training Organisation	A training organisation listed on the National Register as a registered training organisation.
WA registered provider	Means a training provider that is registered by the council under Part 7A of the Act.
Registration Standards 2025	The compliance standards and the outcome standards

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Policy - Cancellation of a Qualification	V01-26	2/4/2026	TWD/D26/0054777

Policy Principles

Grounds for cancelling an approved VET qualification or prescribed VET qualification

Section 58E of the VET Act:

The Council may cancel an approved VET qualification or a prescribed VET qualification conferred by a registered training provider if the Council is satisfied that it was conferred:

- a) *by mistake or on the basis of false or misleading information; or*
- b) *in contravention of this Act.*

Council Decisions

Decisions by the Council in relation to the cancellation of an approved VET qualification or prescribed VET qualification will be determined on a case-by-case basis and will depend on a range of factors, including:

- the specific nature of the need to cancel the approved VET qualification;
- evidence presented to the Council; and
- impact on the RTO and the person.

Under 58F of the VET Act, a decision of the Council takes effect:

- a) *if no appeal is commenced under section 58G, when the time for commencing an appeal has passed; or*
- b) *if an appeal is commenced under section 58G, when that appeal is determined under section 58J or is withdrawn; or*
- c) *any later day the Council may specify.*

Appealing Decisions

A WA registered provider or person has the right to lodge an appeal if they are dissatisfied with a Council decision and believe the Council has erred in its application of or failed to apply criteria or procedures as outlined in the Council's established policies and procedures.

Appeals must be lodged in writing to the State Training Board within **21 calendar days** from the date the RTO or person was notified of the decision.

More information on appealing a Council decision is available in the [Appealing a Council Decision Information Sheet](#).

Related Policies, Legislation and Other Relevant Documents

Vocational Education and Training Act 1996

Vocational Education and Training (General) Regulations 2009

Standards for VET Regulators 2015

Australian Qualifications Framework

Registration Standards 2025

Cancellation of a Qualification Application

Appealing a Council Decision Information Sheet

Policy Review and Approval Date

Council approval is required for this policy.

The policy will be reviewed annually from the date of endorsement.

Where amendments following a review are significant and change the overall intent of the policy, the policy will be submitted to the Council for endorsement.