



Australian Government
Australian Skills Quality Authority

ASQA

26 November 2024

Dear *Recipient*,

Notification of intention to cancel a qualification issued to you by the former registered training organisation, Gills College Australia Pty Ltd (RTO 2417) (trading as Elite College Australia and/or Sterling Business College)

The Australian Skills Quality Authority (ASQA) is the National Vocational Education and Training (VET) Regulator.

What is ASQA doing

ASQA has recently investigated the operations of Gills College Pty Ltd (Gills College) for the period 7 January 2022 to 21 December 2023 (the relevant period) and found the organisation to be critically non-compliant with its registration obligations.

As a result of this finding, ASQA has cancelled the registration of Gills College. The effective date of Gills College's cancellation as a registered training organisation (RTO) was 21 November 2024. That cancellation means that Gills College is no longer an RTO and not permitted to provide nationally recognised vocational education and training.

ASQA has evidence that during the relevant period Gills College issued you **one or more** qualifications from its scope of registration, as set out in [Annexure A](#) (see below).

A formal notice

This letter is formal written notice to you that ASQA

- (i) **intends to cancel** the below qualification(s) and/or statements of attainment (see Annexures A and B) given to you by Gills College for the reasons detailed below and
- (ii) is providing you with an opportunity to respond before ASQA makes a final decision.

ASQA's concerns about the provider and your qualifications

ASQA has examined evidence provided by Gills and found that during the relevant period, Gills **has not and did not**:

- a) Implement a training and assessment strategy to enable each student to meet the requirements for each unit of competency in which they are enrolled.
- b) demonstrate that it has, for all of its scope of registration, and consistent with its training and assessment strategies, sufficient facilities, whether physical or virtual, and equipment to accommodate and support the number of learners undertaking the training and assessment at each delivery location.

- c) demonstrate it has a system in place to ensure all trainers and assessors have demonstrated and maintained vocational competencies at least to the level being delivered and assessed and current industry skills directly relevant to the training and assessment being provided.

Across all its courses, the provider did not demonstrate that it ensures all trainers and assessors hold the required vocational competencies prior to training and assessment or holds industry currency.

In some cases, the authenticity of certification submitted by the provider for its trainers and assessors was not supported by the available evidence

- d) demonstrate it has implemented an assessment system that ensures assessment complies with the assessment requirements of the relevant training package and is conducted in accordance with the principles of assessment and the Rules of Evidence.

Across all its courses, the provider did not demonstrate that it ensures all trainers and assessors hold the required vocational competencies prior to training and assessment or holds industry currency.

In some cases, the authenticity of certification submitted by the provider for its trainers and assessors was not supported by the available evidence.

- e) conduct adequate assessment and ensured that only students who have fully demonstrated competence against all training package requirements have been issued with certification and captured consistent and accurate information about students and training outcomes.

There was evidence

- (i) students had been issued certification via recognised prior learning (RPL) although the provider denied having conducted any RPL assessment during the period of issuance
- (ii) students denied they had studied with the provider at all although the provider's student management system said it had issued certification to the students
- (iii) students completed qualifications via RPL and said they had not attended classes or undertaken a work placement, and were told it wasn't necessary to attend classes.

What does this mean for you?

Based on these findings, which were evident during the relevant period and when you undertook training and assessment with Gills College, ASQA is satisfied that Gills College did not provide you with the training or assessment necessary for you to achieve the learning outcomes or competencies required for the qualification(s) issued to you.

ASQA is satisfied that it has reasonable grounds to **cancel** the qualification(s) issued to you by Gills College.

This letter is notice to you that, under section 57(1) of the *National Vocational Education and Training Regulator Act 2011* (the NVR Act), ASQA intends to cancel, under sections 56(1)(a) and 56(1)(d) of the NVR Act, the qualification(s) issued to you by Gills College.

What you need to do next

In accordance with section 57(1)(b)(ii) of the NVR Act, you are invited to provide ASQA with a written response to this notice. Your response should include reference to and copies of any supporting documentation or other relevant information.

Should you choose to provide a written response, it must be received by ASQA **no later than 7.00PM on Monday 6 January 2025**.

Please go to www.asqa.gov.au to submit your response, using your unique reference number as noted at the top of this letter. Please attach any supporting evidence and use your unique reference number as noted at the top of this letter, in order to submit your response. Please attach any supporting evidence.

ASQA will take any response and supporting information you provide into account in considering whether to proceed with the cancellation of your qualification(s).

If you do not respond by the time specified above, ASQA may, without further reference or notice to you, cancel your qualification(s).

Should ASQA cancel your qualification(s), you will be advised of that decision and be required to return your certificate(s) to ASQA.

Further information

- Phone: 1300 701 801 or for calls outside of Australia +61 3 8613 3910
- If you require further information in relation to this matter, please go to www.asqa.gov.au

Yours sincerely,

Carmen Basilicata
Executive Director - Integrity
26 November 2024

ANNEXURE A

Qualifications

- BSB30120 Certificate III in Business
- BSB40120 Certificate IV in Business
- BSB40320 Certificate IV in Entrepreneurship and New Business
- BSB40520 Certificate IV in Leadership and Management
- BSB50120 Diploma of Business
- BSB50420 Diploma of Leadership and Management
- BSB60120 Advanced Diploma of Business
- BSB60420 Advanced Diploma of Leadership and Management
- BSB80120 Graduate Diploma of Management (Learning)
- CUA40720 Certificate IV in Design
- ICT40120 Certificate IV in Information Technology
- ICT50220 Diploma of Information Technology
- ICT60220 Advanced Diploma of Information Technology
- SIT30821 Certificate III in Commercial Cookery
- SIT30222 Certificate III in Travel
- SIT40521 Certificate IV in Kitchen Management
- SIT50116 Diploma of Travel and Tourism Management
- SIT50422 Diploma of Hospitality Management