

Connect the Dots



National Disability Coordination Officer Program
AN AUSTRALIAN GOVERNMENT INITIATIVE

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Contents

04 The Disability Discrimination Act (DDA) and Education Standards

- 04 Disability Discrimination Act
- 04 The Disability Standards for Education 2005

05 Disability Support in Schools

- 05 Government schools
- 05 Catholic Education South Australia (CESA)
- 05 Association of Independent Schools South Australia (AISSA)
- 05 VET Readiness Orientation
- 05 The Transition Program
- 05 Special Education Resource Unit (SERU)

06 Registered Training Organisations

- 06 TAFE SA
- 06 Core Skills Profile for Adults

07 Disability Services at University

08 Graduate Employment Partnerships

- 08 University Specialist Employment Partnerships (USEP)
- 08 TAFE Specialist Employment Partnerships (TSEP)
- 08 Australian Network on Disability (AND)

09 Financial Assistance and Scholarships

- 09 TAFE SA
- 09 Flinders University
- 09 University of Adelaide
- 09 University of South Australia

10 JobAccess and Community Courses

- 10 JobAccess
- 10 Adult Community Education (ACE)
- 10 WEA Adult Learning

11 Disability Employment Services (DES)

- 11 Questions to ask DES

12 Work Assist

- 12 Employment Services Assessments (ESATs)

12 Employment Assistance Fund (EAF)

12 Disabled Australian Apprentice Wage Support (DAAWS)

13 National Disability Insurance Scheme (NDIS)

14 Links to Tertiary Study and Employment Resources

- 14 South Australian Skills Commission
- 14 National Disability Advocacy Program
- 14 Legal Services Commission of South Australia
- 14 Office of the Commissioner for Equal Opportunity (EOC)
- 14 Office of the South Australian Health and Community Services Complaints Commissioner (HCSCC)
- 14 Transport
- 14 Disability Parking Permits
- 15 Public transport companion cards
- 15 Links to Legislation
- 15 Links to Mentoring and Peer Networks
- 15 Links to Volunteering
- 15 Community Centres SA
- 15 Links to Peak bodies and other Disability Associations
- 15 Links to Traineeships and Apprenticeships Information
- 15 Links to Tertiary Study and Employment Resources
- 16 Notes

The Disability Discrimination Act (DDA) and The Disability Standards for Education

Disability Discrimination Act

The Disability Discrimination Act (DDA) makes it unlawful to discriminate against a person on the grounds of disability. Section 22 of the DDA contains specific requirements for educational authorities and providers. Discrimination in this sense refers to people with disability being treated less fairly than people without. The Act also covers people who may be treated less fairly because they are relatives, friends, carers, co-workers or associates of a person with a disability.

All education providers, including RTOs, have responsibilities under the DDA.

<http://www.comlaw.gov.au/Details/C2014C00013>

The Disability Standards for Education 2005

The Disability Standards for Education 2005 (The Standards) were developed under the Disability Discrimination Act 1992 and came into effect in August 2005.

The Standards clarify the obligations of education and training providers and seek to ensure that students with disability can access and participate in education on the same basis as students without disability. The Standards address the following areas:

- Enrolment
- Participation in the course for which the student is enrolled
- Curriculum development, accreditation and delivery
- Student support services
- Elimination of harassment and victimisation

In 2020, the Department of Education, Skills and Employment undertook the third review of the Standards on behalf of the Minister for Education. Further information on the Disability Standards for Education and the Review is available at:

<https://www.dese.gov.au/disability-standards-education-2005>

<https://www.dese.gov.au/disability-standards-education-2005/2020-review-disability-standards-education-2005>



Choosing your path - Disclosure: It's a personal decision

This webpage addresses the challenges around disclosing disability (sharing information about your disability). It provides information about options and pathways that people with disabilities can use when sharing information about their disability. The page also explains the role and responsibilities of employers and educators.

<https://www.westernsydney.edu.au/choosingyourpath>

Disability Support in Schools

Government Schools

Children with disability may be eligible for additional support at primary and high school through a range of internal and external options. Discuss the learning needs of the student with your current school.

<https://www.education.sa.gov.au/parents-and-families/health-and-disability-support/disability-support-school>

Catholic Education South Australia (CESA)

Information about disability support in schools affiliated with Catholic Education South Australia (CESA) is available at:

www.cesa.catholic.edu.au/our-schools/student-support/special-education

or telephone CESA on 08 8301 6600.

Association of Independent Schools South Australia (AISSA)

Telephone AISSA on 08 8179 1400
or [email:office@ais.sa.edu.au](mailto:office@ais.sa.edu.au)

for information about disability support in schools that are members of the Association of Independent Schools South Australia.

VET Readiness Orientation

VET Readiness Orientation (VETRO) identifies students' readiness and the support they may need to commence a Vocational Education and Training (VET) pathway. If students face barriers to completing training, they may access additional supports through their Registered Training Provider (RTO).

In TAFE SA, these additional supports are provided by Student Services.

<https://www.tafesa.edu.au/apply-enrol/secondary-school-courses/vet-readiness-orientation>

In non-government training providers, the supports are provided by Learner Support Services (LSS). See the LSS fact sheet for RTOs.

<https://providers.skills.sa.gov.au/Deliver/Learner-support-services>

The Transition Program

The Transition Program is designed to assist final year secondary school students with disabilities to make the smooth transition from school to future pathways.

Through structured learning, skill development, accredited training and work placement opportunities, students are offered ongoing support to link with one of Barkuma's Employment Pathways.

<https://www.barkuma.com.au/school/>

Special Education Resource Unit (SERU)

The Special Education Resource Unit (SERU) provides a range of learning and teaching materials and specialised services which support students with disabilities and learning difficulties.

SERU is a support unit of the South Australian Government, Department for Education.

<http://web.seru.sa.edu.au/>



Registered Training Organisations

Registered training organisations are required to comply with the Standards for Registered Training Organisations (RTOs) 2015, the Disability Discrimination Act 1992 (DDA), and the Disability Standards for Education 2005 when providing services for students who may have a disability.

Standards that are relevant to providing services to students with a disability include:

Standard 1—the RTO’s training and assessment strategies and practices are responsive to industry and learner needs and meet the requirements of training packages and VET accredited courses.

Standard 4—accurate and accessible information about an RTO, its services and performance is available to inform prospective and current learners and clients.

Standard 5—each learner is properly informed and protected.

Standard 8—the RTO cooperates with the VET Regulator and is legally compliant at all times.

Under the Standards for RTOs 2015, your RTO needs to determine the support needs of students and provide access to educational and support services as necessary, so that students can meet the requirements of the course they are enrolled in. Examples of educational and support services that can assist students with a disability meet course requirements include:

- study support and study skills programs
- language, literacy and numeracy (LLN) programs or referrals to these programs
- providing equipment, resources and/or programs to increase access for learners with disabilities and other learners in accordance with access and equity principles

- use of trained support staff including specialist teachers, note-takers and interpreters
- flexible scheduling and delivery of training and assessment, and
- the provision of learning materials in alternative formats.

Always speak to the course coordinator and access and inclusion staff before enrolling into a course, to discuss your accessibility requirements and how they can be accommodated.

A listing of courses available and RTOs is available at www.skills.sa.gov.au/

TAFE SA

TAFE SA Student Services provides support to assist students living with disabilities, mental health or medical conditions to achieve their learning and career goals.

Students with a disability or medical condition will have diverse needs and may require different levels of support, reasonable adjustments or modifications to ensure equal opportunities to successfully gain qualifications.

If you are considering a course at TAFE SA, it is wise to arrange an appointment with Student Services to discuss your accessibility support needs prior to your study commencing. This will enable sufficient planning time to negotiate reasonable adjustments and provide opportunities you need to successfully participate in study. Staff are also available to confidentially discuss support at any stage during your studies.

<https://www.tafesa.edu.au/services/disability-support>

Core Skills Profile for Adults

Students need to complete the Core Skills Profile for Adults (CSPA) to access subsidised training at TAFE SA. The CSPA is designed to indicate reading, writing and numeracy skills and to identify if you will need any additional learning support to assist you to successfully complete your studies. If you have any concerns regarding the CSPA or wish to discuss reasonable adjustments and accommodations you require, contact student services staff prior to enrolment. Further information about CSPA is available at [https://students.tafesa.edu.au/getting-started/core-skills-profile-for-students-\(cspa\)](https://students.tafesa.edu.au/getting-started/core-skills-profile-for-students-(cspa))



Disability Services at University

The three public universities in South Australia have well established disability services and processes.

Students will need to make an appointment with an Inclusion or Disability Advisor to negotiate an Access Plan if needed and discuss their individual needs.

Access Plans include the reasonable adjustments and accommodations students require and how they will be provided to support students to successfully meet course requirements. Disability Advisors work with students to identify relevant reasonable adjustments and provide information and advice about how to negotiate Reasonable Adjustments with academic staff.

Students will need to present evidence of their disability and its functional effect on their studies. This process is strictly confidential, and the only information provided to lecturers by the Disability Service, relates to the functional impact of the disability and any adjustments the lecturer needs to provide in order to overcome the impact of the disability. To find out more information about Disability Services available:

University of South Australia

<https://i.unisa.edu.au/students/student-support-services/access-inclusion/>

University of Adelaide

<https://www.adelaide.edu.au/disability/>

Flinders University

<https://students.flinders.edu.au/support/hcd/disability>

Up the Hill Project

Flinders University also provides the Up the Hill Project, supported by the Flinders University College of Nursing and Health Sciences. The Project encourages the participation of adults with a range of disabilities, including intellectual disability, in the social and educational life of Flinders University. Participation in the project also develops transferrable skills for further education opportunities.

<https://www.flinders.edu.au/engage/community/clinics/up-the-hill-project>

“Once we worked out what was reasonable to accommodate my disability and support my studies, nothing was too much trouble. The Disability Service organised alternative formats for me and supported when I negotiated with my lecturers. Without their support I wouldn't be at this graduation ceremony and starting my career journey.”



Get Ready for Uni

This webpage provides information and activities to help young people with disability and their carers get ready for life after school.

<https://www.westernsydney.edu.au/getreadyforuni>

Graduate Employment Partnerships

University Specialist Employment Partnerships (USEP)

USEP delivers free on-campus employment services to assist graduating or graduated students with disability to build their job seeking confidence and to access graduate employment opportunities.

USEP consultants actively work with students to identify quality employers, internships and graduate employment opportunities that align with students' qualifications and career goals. Through USEP, you can also access a wide range of services before you finish university study.

In South Australia, USEP is provided by Flinders University and the University of Adelaide in partnership with Community Bridging Services, Inc. (CBS Inc.) and the National Disability Coordination Officer Program.

USEP consultants work with all students who identify as having a disability including those with mental health conditions and/or who access supports from the university due to the impact of their disability.

USEP was created by the National Disability Coordination Program. Information on how to access USEP graduate support is available at:

Flinders University
<https://students.flinders.edu.au/support/careers>

The University of Adelaide
<https://www.adelaide.edu.au/student/careers/students/finding-jobs-and-opportunities>

<https://www.usep.com.au/>

The following webpages support graduates with disability in navigating the journey from tertiary study to employment.

Diversity, accessibility and inclusion: How to find the right employer for you:
<https://au.gradconnection.com/blog/students/?page=4>

<https://gradaustralia.com.au/disability>

<https://www.westernsydney.edu.au/educationtoemployment>

TAFE Specialist Employment Partnerships (TSEP)

TSEP provides specialist employment support to assist TAFE students with disability to build their job seeking confidence and to access employment opportunities that align with their qualifications.

For information on participating TAFEs and how to access TSEP support:
<https://www.usep.com.au/tafe/>

For information on how to access career support at TAFE SA

Career Support:
<https://www.tafesa.edu.au/services/career-services>

Disability Support:
<https://www.tafesa.edu.au/services/disability-support>

Australian Network on Disability (AND)

The Australian Network on Disability (AND) is a national organisation that supports businesses to advance the inclusion of people with disability in all aspects of business.

AND also links tertiary students to internship and mentoring opportunities to make it easier for students with disability to transition from study to employment.

<https://www.and.org.au/>



Financial Assistance and Scholarships

TAFE SA

TAFE SA students are eligible for concession if, when enrolling into an eligible government-funded course, they hold a current:

- Health Care or Pensioner Concession Card
- Veterans' Affairs Pensioner Concession Card

<https://www.tafesa.edu.au/apply-enrol/fees-payments/concessions>

TAFE SA also has a range of scholarships and grants available for students. The webpage below includes information on TAFE SA scholarships, eligibility criteria and scholarships offered by other organisations

<https://students.tafesa.edu.au/my-studies/scholarships-grants>

Flinders University

Once enrolled in units at Flinders University, domestic students can apply for a wide range of university, government and non-government scholarships. Selection is normally based on academic merit and demonstrated need.

<https://www.flinders.edu.au/scholarships-system/index.cfm/scholarships/search>

University of Adelaide

The University offers scholarships to undergraduate and postgraduate students. These scholarships, as well as many others funded by industry and non-profit organisations, are available to potential and currently enrolled students..

<https://www.adelaide.edu.au/scholarships/>

University of South Australia

Uni SA offers scholarships which include financial assistance, valuable work experience, mentoring opportunities and even overseas travel.

<https://i.unisa.edu.au/students/scholarships/>

Many organisations offer scholarships in a wide variety of categories such as students with disabilities, students in equity groups, students from overseas and students that have demonstrated academic achievement in a particular area of study.

<https://www.adcet.edu.au/students-with-disability/current-students/scholarships-awards>

The Australian government provides financial assistance to students or Australian apprentices through a range of income support allowances, additional payments and support loans. It is important that you find out as much as you can about your options for assistance.

<https://www.adcet.edu.au/students-with-disability/current-students/financial-assistance>

“

I went to Student Services because I didn't know how I would pay for my course. They helped me do an application to the Wyatt Benevolent Institution. Wyatt helped pay some of my fees and I was able to pay the rest in affordable instalments. And now I have my certificate. Next stop – a job with a decent wage!

”

JobAccess and Community Courses

JobAccess

JobAccess is a free information and advice service about the employment of people with disability. JobAccess helps people with disability, employers, service providers and the community to access information about services, financial assistance and workplace solutions. You can find useful information about reasonable adjustments, disclosure of disability, disability employment case studies, tools and checklists.

<https://www.jobaccess.gov.au>

Adult Community Education (ACE)

Adult Community Education programs are funded by the South Australian Department for Innovation and Skills to increase opportunities for pathways to further education and employment and to develop life skills for people who face social and economic barriers to participation. Further information about ACE providers, is available at

<https://learning.communitycentressa.asn.au/adult-community-education-resource/>

<https://ala.asn.au/find-a-course>

“ACE gave me the skills and confidence to apply for a TAFE course and now I'm on my way to a qualification that will get me a job. I'd be nowhere without ACE to start me off.”

WEA Adult Learning

WEA Adult Learning provides learning opportunities for anyone aged 15 years or older. WEA is almost completely funded by the student fees it receives and offers services to assist people with a disability enter mainstream courses. Various WEA courses may also support development of knowledge and skills to facilitate transition to further education and employment.

<https://www.wea-sa.com.au/index.php>

Users who are deaf, hard of hearing or have speech impairment can call 1800 464 800 numbers through the National Relay Service:

TTY users phone 1800 555 677 then ask for 1800 464 800

- Speak and Listen (speech-to-speech relay) users phone 1800 555 727 then ask for 1800 464 800
- Internet relay users connect to the NRS

<https://www.communications.gov.au/what-we-do/phone/services-people-disability/accesshub>

Disability Employment Services (DES)

Through Disability Employment Services (DES), people with disability, injury or health condition may be able to receive assistance to prepare for, find and keep a job. DES providers can help you:

- Get ready to work
- Train in specific job skills
- Explore tertiary qualifications
- Write your resumé
- With your interview skills
- Look for jobs that suit you.

Each DES provider is different, so it is important to ask questions about the service when deciding which DES will best support the individual's job-seeking needs.

Questions to ask DES

- What support do you provide for school leavers?
- Do you subsidise further studies and training?
- How do you assist with individual jobseeker's aspirations and goals?
- What support do you provide participants while studying?
- How do you support participants to prepare for job search before completing tertiary qualifications?
- How do you match job seekers to jobs that use their qualifications?
- What examples can you provide of skilled jobs you have gained for people with VET and Higher Education qualifications?
- How do you work with employers to build inclusive recruitment processes and team building?

- How do you support job seekers to self-advocate for accessibility requirements during the recruitment process and employment?
- Do you assist with preparing tailored job applications (including addressing selection criteria) and resumé's?
- Do you assist with interview skills training and interview preparation for specific jobs?
- What on the job support do you provide?
- Does your organisation offer re-training for a new task or position?
- Do you offer any programs to assist with work preparation?
- What range of services does your organisation provide? For example, counselling, connecting to other services, including NDIS and Centrelink.
- Do you provide transport support and what support will you offer?

The JobAccess website has information to help find a DES Provider near you.

<https://www.jobaccess.gov.au/find-a-provider>

If you already have a job, a DES provider can help you with specific on-the-job training and support to suit your needs. You can call 1800 464 800 to talk with a JobAccess Advisor.

<https://www.jobaccess.gov.au/people-with-disability/available-support>



“ I'd been out of the workforce for a long time after my injury. My DES linked me with some work experience, which helped me gain skills and referees. They also helped me with training so that I had nationally recognised qualifications in the field I was interested in. It really helped me get that job I wanted. A lot of people might complain about having to go to work. Not me—I'm a very happy man to be employed again! ”

Work Assist

Work Assist can help people at risk of losing their job due to illness, injury or disability.

Work Assist is free. It can be accessed by registering with a Disability Employment Services (DES) provider.

It can help to:

- redesign your job so you can keep working
- change your workplace so you can continue to work
- get specialised equipment to help you do your job.

<https://www.jobaccess.gov.au/people-with-disability/work-assist>

Employment Services Assessments (ESATs)

Employment Services Assessments (ESATs) recommend the most appropriate employment service assistance based on an assessment of the job seeker's:

- barriers to work
- capacity to work due to disability, illness or injury
- what type of employment services provider is best for the job seeker?

ESATs may be used by Centrelink to inform decisions regarding income support payments and to determine the level of participation required for activity tested job seekers in accordance with the Social Security Act 1991.

<https://www.servicesaustralia.gov.au/individuals/topics/employment-services-assessments/37496>

Employment Assistance Fund (EAF)

The EAF gives financial help to eligible people with disability and mental health conditions and employers to buy work related modifications, equipment, AUSLAN services and workplace assistance and support services. The EAF is available to eligible people with disability who are about to start a job, are self-employed or who are currently working. It is also available to people with disability who need AUSLAN assistance or special work equipment to look for and prepare for a job.

Employers can access the EAF through Disability Employment Services or jobactive organisations.

<https://www.jobaccess.gov.au/employment-assistance-fund-eaf>

Support includes assistance for tutorial, interpreter and mentor services. Assistance is also available through the Employment Assistance Fund for people with disability to purchase a range of work-related modifications and services.

To access DAAWS, apprentices are encouraged to discuss additional supports that may be required prior to registering for an apprenticeship. DAAWS is also available to apprentices who become disabled during their apprenticeship.

To determine your eligibility and to apply, contact your local Australian Apprenticeship Support Network provider.

<https://www.australianapprenticeships.gov.au/search-aasn>

Disabled Australian Apprentice Wage Support (DAAWS)

The Australian Government provides additional support to Australian Apprentices with disability through the Disabled Australian Apprentice Wage Support (DAAWS).

“When the ramp and automatic doors were fitted, my work life became so much easier. It let me focus on the job I was employed to do, not on how I was going to navigate my workspace. Without the assistance, I'm sure my employer wouldn't have been able to afford it and I wouldn't have a job.”

National Disability Insurance Scheme (NDIS)

The National Disability Insurance Scheme (NDIS) provides reasonable and necessary funding to people with a permanent and significant disability to access the supports and services they need to live and enjoy their life. The scheme is administered by the National Disability Insurance Agency (NDIA).

Every NDIS participant has an individual plan that lists their goals and the funding that they have received. NDIS participants use their funding to purchase supports and services that will help them achieve their goals. Everyone has different goals, but they could include things like starting tertiary education, getting and keeping a job or participating in a local community activity.

Local Area Coordinators (LACs) help people understand and access the NDIS and to develop and review their NDIS plan. The NDIS Local Area Coordinators can provide all people with disability, including those who are not eligible for NDIS, with information and connection to services and supports including education and employment.

To contact the NDIS or a LAC near you, visit

www.ndis.gov.au/about-us/locations

School Leaver Employment Supports (SLES)

SLES funding builds a participant's ability and confidence to enter the workforce.

Each school leaver's employment supports will be different but may include support to explore tertiary courses, travel training, understanding workplace expectations, work experience and resume development.

The NDIS can fund school leaver employment supports for up to two years, depending on the participant's circumstances.

More information about SLES is available at

<https://www.ndis.gov.au/providers/working-provider/school-leaver-employment-supports>

or phone 1800 800 110.





Links to Tertiary Study and Employment Resources

South Australian Skills Commission

The South Australian Skills Commission can provide general advice to help students, apprentices or trainees to manage their training contracts. It also provides a dedicated complaint handling, mediation, advocacy and dispute resolution service.

<https://skillscommission.sa.gov.au/support-and-dispute>

National Disability Advocacy Program

The National Disability Advocacy Program (NDAP) provides people with disability with access to effective disability advocacy that promotes, protects and ensures their full and equal enjoyment of all human rights enabling community participation.

Information on agencies funded to provide disability advocacy support in South Australia is available at: Disability Advocacy Network Australia

<https://www.dana.org.au/find-an-advocate/>

Legal Services Commission of South Australia

Free legal advice is available to any person on most legal matters. The role of the legal adviser is to identify the client's problem, to inform the client of their rights and obligations and to help them understand what course(s) of action can be taken. The adviser may also draft letters for clients where appropriate.

https://lsc.sa.gov.au/cb_pages/legal_advice.php

Office of the Commissioner for Equal Opportunity (EOC)

The EOC promotes equality of opportunity, prevent certain kinds of discrimination and help South Australians participate in our community, including education and employment.

<https://www.eoc.sa.gov.au/>

Office of the South Australian Health and Community Services Complaints Commissioner (HCSCC)

The HCSCC receives, assesses and resolves complaints about health and community services in South Australia.

<https://www.hcsc.sa.gov.au/>

TRANSPORT

Community Passenger Network

Community Passenger Network is a central point of contact for the transport needs within your local region.

<https://affordablesa.com.au/programs/transport/community-passenger-network>

Disability Parking Permits

Disability parking permits allow a vehicle to be parked in spaces where the international symbol of access is displayed. Information on how to apply for permits is available at:

<https://www.sa.gov.au/topics/driving-and-transport/disability/disability-parking-permit>

Public transport companion cards

Permanent residents of South Australia who have severe and permanent disabilities which limit their capacity to use public transport independently, can apply for a Plus One free companion card that enables a carer to accompany them free of charge when they use public transport. Information on how to apply is available at:

<https://www.sa.gov.au/topics/driving-and-transport/disability/companion-cards>

Links to Legislation

Disability Discrimination Act (1992)

www.comlaw.gov.au/Series/C2004A04426

Disability Standards for Education (DSE)

<https://ddaedustandards.info/>

Human Rights

<https://humanrights.gov.au/our-work/disability-rights/guides>

Fair Work Commission

<https://www.fwc.gov.au>

SafeWork SA

www.safework.sa.gov.au

Office of the Employee Ombudsman

www.ombudsman.sa.gov.au

Young Workers Legal Service

www.ywls.org.au

Links to Mentoring and Peer Networks

<https://www.peerconnect.org.au/>

Links to Volunteering

<https://www.volunteeringsa-nt.org.au/>

<https://volunteerability.oranaonline.com.au/>

<https://svsa.org.au/>

Community Centres SA

<https://www.communitycentressa.asn.au/>

Links to Peak Bodies and other Disability Associations

SA Community webpage

<https://sacommunity.org/az/15604-Disabilities>

Refugee Organisations

<https://sacommunity.org/thesaurus/15065-Refugees>

Multicultural Services

<https://sacommunity.org/az/15044-Migrants>

The Disability Gateway has information and services to help people with disability, their families and carers, to find the support they need in Australia.

<https://www.disabilitygateway.gov.au/>

Links to Traineeships and Apprenticeships Information

Australian Apprenticeships and Traineeships

www.australianapprenticeships.gov.au

Group Training and Apprenticeships

<https://www.australianapprenticeships.gov.au/group-training>

Links to Tertiary Study and Employment Resources

Students with Disability

<https://www.adcet.edu.au/>

Get Ready for University

This webpage includes many career resources for students, parents, carers and teachers to help with career decision making.

<https://www.westernsydney.edu.au/getreadyforuni>

Education to Employment

This webpage supports graduates with disability in navigating the journey from tertiary study to employment.

<https://www.westernsydney.edu.au/educationtoemployment>

National Disability Coordination Officer Program (NDCO)

<https://www.adcet.edu.au/ndco>

National Careers Institute

<https://yourcareer.gov.au/>

Notes



A series of horizontal dotted lines spaced evenly down the page, providing a template for writing notes.