

**THE ACADEMY OF INTERACTIVE ENTERTAINMENT ON-SITE AUDIT -
AQTF 2007 RENEWAL REGISTRATION**

Name of legal entity	The Academy of Interactive Entertainment Ltd
Registered business (trading) name(s)	As above
Date of on-site audit	20 May 2010
Address site(s) audited	Block E, Canberra Technology Park Phillip Avenue WATSON ACT 2602
Standards audited	Standard 1 – all elements Standard 2 – elements 2.1, 2.2 and 2.4 Standard 3 – elements 3.1 and 3.3
Conditions audited	Conditions 3, 6, 8 and 9
Integrated audit If applicable	AQTF 2007 / CRICOS
Auditors	Lead Auditor: Shirley O'Donohoe Auditor: Cindi Hage Auditor: Sharon Carter-Figueiredo
Organisation Contact(s)	Vicki De Margheriti Noelene Dencio
Focus of Audit (Scope)	<ul style="list-style-type: none"> • CUF40107 Certificate IV in Screen and Media • CUF60107 Advanced Diploma of Screen and Media • The National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007 (The National Code 2007)

AUDIT REPORT FOR THE ACADEMY OF INTERACTIVE ENTERTAINMENT LTD

Summary of compliances and non-compliances observed at the on-site audit 20 May 2010

<i>AQTF 2007 Essential Standards for Registration</i>	Compliant	Non-Compliant
<p>Standard 1 The Academy of Interactive Entertainment Ltd provides quality training and assessment services by:</p> <ul style="list-style-type: none"> • continuously reviewing course delivery to reflect changes in technology • updating resources (including IT hardware and software), training material and training and assessment strategies as a result of industry consultation and feedback • meeting Training Package requirements, and • employing experienced, qualified trainers and assessors. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Standard 2 The Academy of Interactive Entertainment adheres to principles of access and equity and maximises outcomes for its clients by:</p> <ul style="list-style-type: none"> • supplying comprehensive information prior to enrolment that enables students to make clear decisions on training needs to meet career goals • providing training facilities and up to date equipment, and • having an excellent student handbook that outlines the additional support available for students who e.g. fall behind in their studies or have learning difficulties. 	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>Standard 3 The Academy of Interactive Entertainment has management systems in place that are:</p> <ul style="list-style-type: none"> • systematically monitored and updated • responsive to the needs of clients and staff • adequate for the size and scope of it's operations, and • meet all reporting requirements (recordkeeping) 	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Conditions of Registration	Compliant	Non-Compliant	Not audited
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STRENGTHS OF THE RTO – observed at the time of the on-site audit

The Academy of Interactive Entertainment is congratulated on:

- Clear and well documented policies and procedures
- The level of support services available for learners
- The standard of resources and training materials, including up to date IT technology, and
- The degree of industry consultation that contributes to strategies for training and assessment that meet Training Package requirements.