The three qualification levels cater for a range of students with different abilities and interests. It also provides a progression of skills, knowledge and attitudinal development.

**Foundation level**
The focus is on knowledge and employability skill development supported by a strong emphasis on literacy and numeracy skills and preparatory learning.

**Intermediate level**
At intermediate level, the focus is on knowledge and employability skills development that leads to independent learning, confidence and a higher level of transferable skills.

**Senior level**
At this level the focus is on knowledge and employability skills that lead to a high level of interpersonal skills, independent action and achievement of tasks that require decision-making and leadership. The demonstration of knowledge and skills that can apply directly to the workplace or further training is also important.

**What are the entry requirements?**
There are no entry requirements for VCAL. Students can enter at the level of VCAL to suit their learning needs, abilities and interests. Decision about which VCAL level a student should be placed in, should take into account the student’s literacy level, interests, goals and ability. The decision about entry level should also take into account the student’s:
- Strengths and interests
- Preferred learning style
- Vocational goals
- Readiness for participation in structured workplace learning or formal vocational education
- Teacher and peer support needs
- Personal development needs
- Envisaged pathways
- Leadership capabilities

As there are a number of factors that determine the appropriate level for each student, most students will enter at the Foundation or Intermediate level, determined after the enrolment interview. However students can change level during the year, once teachers have been able to assess students more closely during the first semester.

**What must students do to receive a VCAL qualification?**
A student is awarded a Certificate when then gain 10 credits. A credit is gained for successful completion of a unit of study. A unit of study can be:
- 1 VCAL unit
- 1 VCE unit
- 1 VCE VET unit
- Approximately 100 hours for VET modules/units of competence