

# ATTAR

## Student Handbook



Delivering Leading Practice Engineering,  
Consulting and Training Services with  
Quality, Integrity and Relevance.

## ATTAR Student Handbook

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## Introduction

Advanced Technology Testing and Research (ATTAR) is an Australian owned and operated private Engineering Training and Consulting Company established since 1985. ATTAR is an Industry leader providing Non-destructive Testing (NDT) Training, including customised courses and specialised Level 3 services.

ATTAR is a Registered Training Organisation and an Authorised Qualifying Body for both the Australian Institute for Non-destructive Testing (AINDT) and for the British Institute of Non-destructive Testing (BINDT).

This means ATTAR is authorised to train and assess in accordance with:

- International Standard: ISO9712
- Australian Qualifications Framework (AQF) and Australian Quality Training Framework (AQTF)

## Career Pathways with ATTAR Training

Successful completion of ATTAR training courses may be used as a pathway to:

- AINDT Certification in accordance with ISO9712
- BINDT Certification through the PCN system
- Complete other qualifications, such as Certificate/s in the Australian Qualifications Framework (AQF)

## Venue Information

### Melbourne

ATTAR  
Unit 1/64 Bridge Road  
KEYSBOROUGH VIC 3173

### Perth

ATTAR  
Unit 10/28 Rudloc Road  
MORLEY WA 6062

Daily Start Time: 7:30am  
Approx. Daily Finish Time: 3:00 – 3:30pm

### Other Interstate Venues

Contact: [training@attar.com.au](mailto:training@attar.com.au)

## AINDT Authorised Qualifying Body (AQB)

As an Australian Institute for Non-destructive Testing Authorised Qualifying Body (AINDT AQB), ATTAR offers the following courses that meet the requirements of ISO 9712.

ISO 9712	Training Hours	Course Pre-requisites
Liquid Penetrant Level 1	16	LL&N
Liquid Penetrant Level 2	40	Materials Technology*
Liquid Penetrant Level 3	40	Current PT2
Magnetic Particle Level 1	24	LL&N
Magnetic Particle Level 2	40	Math <sup>1</sup> , Materials Technology*
Magnetic Particle Level 3	40	Current MT2
Eddy Current Level 2	80	Math <sup>2</sup> , Materials Technology*
Eddy Current Level 3	40	Current ET2
Ultrasonics Level 1	40	Math <sup>1</sup> , Materials Technology*
Ultrasonics Level 2	80	UT1, Math2, Materials Technology*
Ultrasonics Level 3	40	Current UT3
Ultrasonics Castings	40	UT2 General, Materials Technology*
Ultrasonics Corrosion	40	Minimum UT1, Materials Technology*
Ultrasonics Forgings	40	UT2 General, Materials Technology*
Ultrasonics Nodes/Nozzles	40	UT2 Welds
Materials Technology/Multisector	40	LL&N
Radiation Safety	40	Math <sup>2</sup>
Radiography Level 2	80	Radiography & Radiation Safety Training, Radiation Safety Licence, Materials Technology*
Radiography Level 3	40	Current RT2
Phased Array Level 2	80	UT2 Welds, Materials Technology*
Phased Array Level 3	24	Current UT3, Current PA2
TOFD Level 2	80	UT2 Welds
TOFD Level 3	24	Current UT3, Current TOFD2
Magnetic Flux Leakage	40	UT2 Welds or UT2 CORR
Pressure Vessel Inspection**	80	Math <sup>1</sup> , Materials Technology*
NDT for Managers & Supervisors – a Hands-on Introduction to NDT**	24	LL&N

### LL&N

All courses have a minimum pre-requisite of Language, Literacy and Numeracy (LL&N) and basic knowledge of materials and processes.

**\*Materials Technology/Multisector** (or a knowledge of materials processes) is a recommended pre-requisite for all Level 1 and Level 2 courses. Completion of a Materials Technology course is not compulsory. However, most students without a formal background in materials technology/processes may find aspects of the industry specific exams difficult without completion of the Materials Technology (Multisector) course.

**Math<sup>1</sup>** = Basic math skills including algebra.

**Math<sup>2</sup>** = Math skills including algebra and trigonometry. Examples of typical minimum math requirements can be found on our webpage.

### \*\*Non ISO 9712 Training Courses.

### Course Package

Where applicable, ATTAR courses include:

- All Course notes and assignments
- AINDT Examinations
- Equipment required for practical exercises
- Method Specific PPE
- Visual Acuity Test

### ISO 9712 Examinations / Assessments

ATTAR Course fees include initial AINDT examinations completed at the time of the training course.

Fees for exams only and re-sit exams are indicated on the Request for Examination booking form.

All copies of examinations remain the property of ATTAR. No copies of examinations will be supplied to students or employers.

Your examination results and details may be supplied to the applicable Certification Body.

### Certification to ISO 9712

The AINDT Guide to Qualification and Certification states:

*“Applicants are expected to finalise a qualification/certification no later than two (2) years from the date of examination”*

Candidates seeking ISO 9712 certification must be able to meet the mandatory requirements for training and supervised industrial experience. For comprehensive information on the process of certification, please visit the AINDT website located at [aindt.com.au](http://aindt.com.au) or the applicable certification body.

## Enrolment Procedure for ISO 9712 Courses

1. Contact ATTAR to determine the course fees and if there are vacancies on the course you wish to enrol on.
2. Visit our website located at [attar.com.au](http://attar.com.au) and download the applicable Course Enrolment form.
3. Complete and sign all pages of the Course Enrolment form:
  - Read the rest of this Handbook
  - Complete the pre-requisites and equipment page
  - Complete the payment page information
  - Re-read your enrolment form and ensure your name and date of birth are clearly legible.

4. Submit fully completed Course Enrolment form with full course fees to [training@attar.com.au](mailto:training@attar.com.au)

ATTAR offers several payment options: credit card, cheque/money order and direct deposit/EFT.

5. ATTAR will email an acknowledgement receipt for your enrolment form. If you do not receive the receipt within 48 hours, please contact ATTAR to make sure your enrolment form has been received.
6. ATTAR will email Confirmation of Enrolment after your payment has been processed. This Confirmation of Enrolment advises of venue, dates, times and required equipment.

### **Access & Equity**

ATTAR ensures access to training courses are available to all persons regardless of age, colour, gender and race or social/ethnic background.

### **Language, Literacy & Numeracy Policy (LL&N)**

ATTAR has a comprehensive LL&N policy ensuring that all students at courses are not disadvantaged. ATTAR:

- Promotes the availability of confidential assistance if students have LL&N problems
- Provides students with opportunities to learn given their current LL&N skill levels
- Refers students to professional organisations specialising in LL&N skills
- Escalates LL&N problems to the Technical Director for final approval on strategy

To view our complete Language, Literacy and Numeracy Policy, please visit the [downloads](#) section of our website.

### **Student Code of Conduct**

ATTAR prides itself on professionalism, both internally and externally, and on the outcomes students can achieve from ATTAR Training Courses.

Students are required to:

- Attend the ATTAR Training Course every day – promptly
- Turn off mobile phones while in the classroom
- Wear appropriate clothing and footwear

The Student Code of Conduct Policy covers a range of issues including cheating. To review this policy, please visit the [downloads](#) section of our website.

### **Personal & Protective Equipment (PPE)**

For safety reasons, students are required to wear minimum PPE at all time:

- Industrial safety footwear is required at all times (thongs are not acceptable, and students will be asked to leave the course if attending with inadequate footwear)
- Clothing that is suitable for practical exercises (singlets and shorts are not acceptable).

ATTAR will provide method specific PPE (safety glasses, gloves, hearing protection etc) excluding industrial safety footwear.

### **Safety**

ATTAR is committed to providing a safe and healthy work environment for all students. ATTAR also recognises its legal moral obligation to provide and uphold, so far as is practicable, a training venue that is safe and without risk to the physical and psychological health of students.

### **Privacy Policy**

ATTAR recognises that the privacy of personal information is paramount. ATTAR manages personal information in accordance with the National Privacy Principles relevant to our business. For more information on our Privacy Policy, please visit the [downloads](#) section on our website.

### **Cancellation & Transfer Policy**

ATTAR runs courses based on student enrolment numbers. If a student cancels their attendance at an ATTAR Course, the following terms and conditions apply:

- a) For a full refund of fees, all cancellations or transfer requests must be received in writing at least 14 calendar days prior to course commencement.
- b) Any cancellations or transfer requests received within 3 – 14 calendar days of course commencement will result in an Administration fee of \$250.00 with the balance of fees to be transferred to a future course scheduled no later than 1 year after the original course dates.
- c) Any withdrawal or cancellation within 3 calendar days of course commencement (or during the course) will result in forfeiture of all fees.

A copy of full Cancellation, Transfer & Refund Policy can be downloaded from the [downloads](#) section of our website.

### **Re-issue of Course Results**

Proof of identity will be required before results can be re-issued. Students must forward a written request which includes the following details:

- Your name
- Date of Birth
- Address to which the results were sent
- Contact telephone number
- New address to which you wish the results to be issued

### **Access to Student Records**

In accordance with the Standards of Registered Training Organisations, ATTAR will retain all students' records for 30 years. Access to student records is in accordance with the ATTAR Privacy Policy. Please forward a written request with confirmation of your identity. Records will not be released without adequate student identification.

### **Student Support Services**

Students experiencing any difficulty with a course will be offered immediate assistance. If a student feels they would like to discuss a problem, they should first bring their concern to the attention of their Trainer/Assessor. The Trainer/Assessor will attempt to assist but may refer the matter to a suitably qualified external party applicable to the situation.





### Re-Sit Exams

Students who wish to re-sit their examination/s are required to complete a Request for Examination form and submit to ATTAR.

The AINDT Guide to Qualification and Certification states:

#### 3.16 Re-sit Examinations

*A candidate who fails to obtain the pass grade for any examination part, may seek re-examination up to two times in the failed part(s), provided that the re-examination takes place not sooner than one month, unless further training acceptable to the certification body is satisfactorily completed, nor later than two years after the original examination. Applicants who fail the second re-sit examination are required to re-apply for certification in accordance with the procedures for new applicants.*

### Complaints

It is ATTAR policy to provide an environment where students are treated with professionalism, dignity, courtesy and respect. ATTAR is committed to the principles of negotiation and mediation in dealing with any complaint, both formal and informal that a client/student may have. ATTAR will encourage the parties to approach any complaints, appeals or grievance with an open view and to attempt to resolve problems through discussion and conciliation.

Where a complaint, appeal or grievance cannot be resolved through this process, ATTAR acknowledges there may be a need for an appropriate external and impartial agent to mediate or arbitrate on the matter. For more details regarding our Customer Complaint Resolution Procedure, please refer to our policy in the [downloads](#) section of our website.

### Request a Review of an ISO9712 AINDT Examination Grade

ATTAR understand that students may disagree with their AINDT examination grades. ATTAR is happy to complete an internal review of a student's examination grade and advise them of their result via telephone or email.

Students who disagree with the review outcome can either:

- Request a review of their AINDT examination grade/s by applying directly to the AINDT using the Application for Request for Examination Grade Review/Remark located on the AINDT website [aindt.com.au](http://aindt.com.au)

OR

- Lodge a written request to have their concerns addressed through the ATTAR Customer Complaint Resolution Procedure located in the [downloads](#) section of our website.

## Learning with ATTAR as a Registered Training Organisation (RTO)

Provider No. 22297

ATTAR training involves “block delivery” (courses run over a period of 2-3 days or up to ten working days successively) for each course.

- Each module consists of theoretical and practical components
- Course revision assignments are issued for students to complete and return to the trainer prior to the completion of the course
- Assessment is completed during course delivery and students are assessed for competency in accordance with module’s competency based assessment requirements
- A Statement of Attainment is issued in accordance with AQTF guidelines.

## AQTF Units of Competency and their ISO 9712 Equivalent

While the training course content for each system is the same, the manner in which evidence of competency and assessment are conducted is different. It is important to note that a student may successfully complete an ATTAR Training Course in accordance with AQF, however fail to successfully complete the course in accordance with ISO 9712.

Course Code	MEM 05 Unit of Competency	Equivalent ISO 9712
MEM 13013B	Work Safely with Ionizing Radiation	Radiation Safety
MEM 24001B	Perform Basic Penetrant Testing	Liquid Penetrant Level 1
MEM 24002B	Perform Penetrant Testing	Liquid Penetrant Level 2
MEM 24003B	Perform Basic Magnetic Particle Testing	Magnetic Particle Level 1
MEM 24004B	Perform Magnetic Particle Testing	Magnetic Particle Level 2
MEM 24006B	Perform Eddy Current Testing	Eddy Current Level 2
MEM 24007B	Perform Ultrasonic Thickness Testing	Ultrasonics Level 1
MEM 24008B	Perform Ultrasonic Testing	Ultrasonics Level 2
MEM 24010B	Perform Radiographic Testing	Radiography Level 2
MEM 24012C	Apply Metallurgy Principles	Materials Technology/Multisector
MEM 18001C	Use Hand Tools	Not applicable



### Recognition of Prior Learning (RPL)

RPL is the acknowledgement of the full range of an individual's skills and knowledge. It includes competencies gained through formal study, work experience and other 'life' experience. ATTAR aims to ensure that an individual's prior learning is recognised, irrespective of where or how the learning has taken place.

To apply, students are required to complete an RPL Application form which can be found under the [downloads](#) section of our website. RPL applications MUST be sent with an Enrolment form, at least 10 days PRIOR to course commencement to allow the process to be completed before the course commences.

### AQTF Units of Competency Offered by ATTAR

As a Registered Training Organisation, ATTAR offers the following units of competency in accordance with AQTF package MEM05.

AQTF Units of Competency and their Pre-requisites		
Course Code	MEM 05 Unit Of Competency	Pre-requisites
MEM13013B	Work Safely With Ionizing Radiation	Nil
MEM 24001B	Perform Basic Penetrant Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> </ul>
MEM 24002B	Perform Penetrant Testing	<ul style="list-style-type: none"> <li>MEM18001C use Hands Tools</li> <li>MEM24012C Apply Metallurgy Principles</li> </ul>
MEM 24003B	Perform Basic Magnetic Particle Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> </ul>
MEM 24004B	Perform Magnetic Particle Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> <li>MEM24012C Apply Metallurgy Principles</li> </ul>
MEM 24005B	Perform Basic Eddy Current Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> </ul>
MEM 24006B	Perform Eddy Current Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> <li>MEM24012C Apply Metallurgy Principles</li> </ul>
MEM 24007B	Perform Ultrasonic Thickness Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> </ul>
MEM 24008B	Perform Ultrasonic Testing	<ul style="list-style-type: none"> <li>MEM18001C Use Hand Tools</li> <li>MEM24012C Apply Metallurgy Principles</li> </ul>
MEM 24010B	Perform Radiographic Testing	<ul style="list-style-type: none"> <li>MEM 13013B Work Safely With Ionizing Radiation</li> <li>MEM18001C Use Hand Tools</li> <li>MEM24012C Apply Metallurgy Principles</li> </ul>
MEM 24012C	Apply Metallurgy Principles	Nil
MEM 18001C	Use Hand Tools	Nil

### Enrolment Procedure for those electing to attain a Unit of Competency

1. Contact ATTAR to determine course fees and if there are still vacancies on the course you wish to enrol on.
2. Visit our website located at [attar.com.au](http://attar.com.au) and download the training course Enrolment form.
3. Complete the Course Enrolment form:
  - Read the rest of this Handbook
  - Complete the pre-requisites and equipment page

### To enroll for MEM 05 Units of Competency

1. Visit our website located at [attar.com.au](http://attar.com.au) and download the AQTF Enrolment form.
2. Complete the form
3. Provide ATTAR with your Unique Student Identifier (USI)
4. Provide a copy of your Statement Attainment for previous studies if you wish to demonstrate you have met the pre-requisite criteria to enrol on the course under this system, or download and complete an RPL Application form.
5. Complete the payment page information. ATTAR offers several payment options:
  - Credit card
  - Cheque/Money Order
  - Direct Deposit
6. Check that your name and date of birth are clearly legible on the form.
7. Submit fully completed Course Enrolment form with full course fees together with complete AQTF Enrolment form.
8. ATTAR will email an acknowledgement receipt for your enrolment form. If you do not receive the receipt within 48 hours, please contact ATTAR to make sure your enrolment form has been received.
9. ATTAR emails Confirmation of Enrolment only after your payment has been processed. This Confirmation of Enrolment advises of venue, dates, starting time and required equipment.



## Enquiries

Phone: +61 3 9574 6144

Email: [training@attar.com.au](mailto:training@attar.com.au)

Web: [attar.com.au](http://attar.com.au)

## Complimentary Services

ATTAR's services include Risk Based Inspections and structural health monitoring for early detection, cause identification and implementation of effective prevention and mitigation measure to prevent costly failures. Risk Based Inspection technologies are complimented by failure analysis services to determine mode and root cause, as well as materials and mechanical testing & advice, all of which are used to improve the design, quality and reliability of infrastructure and associated assets.

## NDT Consulting & Auditing

Does your company require the services of an Independent Level 3?

Our dedicated team of NDT Level 3 personnel hold current AINDT (ISO 9712), BINDT (PCN to ISO 9712) and ASNT Certifications, and possess detailed knowledge of national and international standards as well as extensive experience in a multitude of applications covering many industries.

We can assist your business with personnel qualification, written practices, procedure writing & review, auditing services and program recommendations, which:

- Detect/assess (early stage) discontinuities
- Optimise inspection and testing procedures
- Solve difficult problems

## Materials Testing, Advice & Failure Analysis

ATTAR's experts have a wide base of knowledge and experience with materials and mechanical testing, corrosion, risk assessments and failure analysis.

Our materials & mechanical testing experts will work with you to determine the best program to suit your needs and ensure products are performing to your expectations. We also advise on materials selection for cost efficient manufacturing and durability, recommend manufacturing process parameters, surface finished and other related practices to arrive at the optimum fit for your application.

ATTAR specialises in quantifying how materials and products fail, including an assessment of equipment that has deteriorated due to corrosion, fatigue, damage, abuse and improper manufacture. We evaluate the reliability of systems and components; per perform life cycle assessments, as well as legislative review and compliance assessments.