INFORMATION TECHNOLOGY
(COMPUTING) PROFESSIONAL

Occupational Classification
ASCO 2231 (part), 1224

This document covers professional information and communications technology (ICT) classifications, which are assessed by the Australian Computer Society Inc (ACS) in the following occupations:

- Information Technology Manager
- Systems Manager
- Systems Designer
- Software Designer
- Applications & Analyst Programmer
- Systems Programmer
- Computer Systems Auditor
- Computing Professionals (not elsewhere classified)

The above listed classifications may be varied from time to time.

Notwithstanding the ASCO Code descriptions for each of the occupations, as the relevant assessing authority for the above occupations, ACS has set the standards against which it will assess the skills of each applicant and such standards are as set out in these guidelines (as varied from time to time).

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1 JOB DESCRIPTION

1.1 Note

1.1.1 The job descriptions are as set out in the ASCO Code and applicants must rely on those job descriptions.

1.1.2 Set out below is indicative information for each job description.

1.2 Information Technology Manager  ASCO 1224-11

1.2.1 Plans, administers and reviews activities concerned with the acquisition, development, maintenance and use of computer and telecommunications systems within an organisation, at a level which ACS considers to be senior.

1.2.2 Specialisations which are proven senior positions involving large and complex ICT systems:

- Computer Services Manager
- Information Systems Manager
- ICT Project Manager
- ICT Quality Assurance Manager
- ICT Support Manager
- Network Manager
- Technical Support Manager

1.3 Systems Manager  ASCO 2231-11

1.3.1 Controls the operating effectiveness of information technology systems, and arranges systems maintenance and enhancements to meet user requirements.

1.3.2 Specialisations:

- Database Administrator
- LAN/WAN Administrator
- Network Administrator
- Systems Administrator
- Web Administrator

1.4 Systems Designer  ASCO 2231-13

1.4.1 Conducts research into computer and communications systems and develops techniques for their effective application and use.

1.4.2 Specialisations:

- Business Analyst
- Network Designer
- Systems Analyst
- Systems Architect
- WEB Designer
1.5 **Software Designer  ASCO 2231-15**

1.5.1 Designs and modifies the operating environment software, which links computer software and hardware.

1.5.2 Specialisation:
- Database Designer
- Software Engineer

1.6 **Applications and Analyst Programmer  ASCO 2231-17**

1.6.1 Writes tests and maintains computer programs to meet the application needs of end-users of computer systems.

1.6.2 Specialisations:
- ICT Analyst/Implementer
- Analyst Programmer
- Applications Programmer
- Systems Designer
- Analyst Designer
- Applications Developer

1.7 **Systems Programmer  ASCO 2231-19**

1.7.1 Writes, maintains and updates programs which control the overall functioning of computers.

1.7.2 Specialisations:
- Software Programmer
- Systems Communications Programmer
- Systems Database Programmer
- Software Analyst
- Software Developer
- Systems Engineer
- Systems Programmer

1.8 **Computer Systems Auditor  ASCO 2231-21**

1.8.1 Designs and monitors control systems, which ensure the integrity and security of data, and reviews the organisation’s computing environment and usage of computer facilities.

1.8.2 Specialisation:
- ICT Security Manager
1.9 Information Communication Technology Professionals (nec) ASCO 2231-79

1.9.1 This residual group covers occupations in Unit group 2231 Computing Professionals not included in occupations 2231-11 to 2231-21 or 1224-11.

1.9.2 Specialisation:

- Computer Tester
- ICT Consultant
- Data Modeller
- Electronic Engineer
- ICT Lecturer
- Technical Writer
- ICT Supervisor
- Systems Specialist
- Technical Support Officer
- Senior Service Engineer
- ICT Multimedia Specialist
- Other Specialist ICT Personnel

2 SKILL LEVEL REQUIRED FOR VISA PURPOSES

2.1 Suitable

Applicants assessed as meeting:

- Group A qualifications criteria and experience criteria, or
- Group B qualifications criteria and experience criteria, or
- Group C qualifications criteria

will be assessed as suitable for the nominated skilled occupation applied for.
GROUP A
Qualifications Criteria

Courses must contain at least a major in IT, and a predominant objective should be to educate persons to be professionals in IT.

2.1.1 Applicants with

- an Australian Bachelor degree, or Graduate Diploma, or higher degree qualification, with a major in information technology (IT); or

- an overseas qualification assessed as being comparable to an Australian Bachelor degree, or Graduate Diploma, or higher degree qualification, with a major in IT; or

- Full professional membership of ACS. Applicants must be current financial members and must provide documentation to prove their claim. ACS professional membership grades are Fellow (FACS) and Member (MACS); or

- Full professional membership of the British Computer Society or New Zealand Computer Society. Applicants must be current financial members and must provide documentation to prove their claim.

2.1.2 As a guide, a major in a Bachelor degree must have a minimum of two equivalent full-time semesters of IT content. Such IT content must progress through all years of the program with at least one third of it being at a demonstrably advanced level (final year level).

2.1.3 The same criterion in relation to IT content and progression as described for a Bachelor degree in 2.1.2 apply to programs, which are postgraduate in time but substantially undergraduate in content.

2.1.4 As a guide, to meet the criterion a Graduate Diploma or Masters degree which is undergraduate in content and is taken after a qualification other than an IT degree or equivalent would need to be a minimum of three semesters equivalent full-time study to meet the requirements for advanced level study in IT and contain two semesters of equivalent full-time IT content. The program must be underpinned by a non-IT degree-level qualification or an AQF IT Diploma or equivalent (with a minimum of 50% IT content).

2.1.5 As a guide, a major in IT for a Post Graduate Diploma or higher degree qualification which follows a degree-level qualification with a major in IT must have an IT content of at least one third, all of which must be at post graduate level.

GROUP A
Experience Criteria

Applicants in Group A must have at least four (4) years of relevant IT professional experience prior to the date of their application for Pre Application Skills Assessment (PASA).
GROUP B
Qualifications Criteria

2.1.6 Applicants with

- an Australian AQF Diploma or Australian AQF Advanced Diploma with a major in IT, or an Australian Bachelor degree, or Graduate Diploma, or higher qualification with a minor (sub-major) in IT; or

- an overseas qualification assessed as being comparable to an Australian AQF Diploma or an Australian AQF Advanced Diploma with a major in IT, or an Australian Bachelor degree, or Graduate Diploma, or higher qualification with a minor (sub-major) in information technology; or

2.1.7 As a guide for an AQF Diploma or an AQF Advanced Diploma or overseas equivalent, the IT content must be at least 50%.

2.1.8 As a guide for a minor (sub-major) for a Bachelor degree the IT content must be at least 20%.

2.1.9 As a guide for a Graduate Diploma or higher degree qualification described in 2.1.3 above, a minor (sub-major) must relate to a program with an IT content of at least 50%.

2.1.10 As a guide for a Post Graduate Diploma or higher degree qualification described in 2.1.5 above, a minor (sub-major) must relate to a program with IT content of at least 15% and less than 33%.

GROUP B
Experience Criteria

Applicants in Group B must have at least six (6) years of relevant IT professional experience prior to the date of their application for PASA.
Recent Graduates of an Australian University

GROUP C
Qualifications Criteria

2.1.11 Applicants with

an Australian Bachelor degree, or a conversion program (e.g. Graduate Diploma or Masters degree) or a Post Graduate Diploma or higher degree qualification, with a major in information technology (IT);

Where such qualification was completed within 6 months prior to the application and which was undertaken by physical attendance at a campus within Australia of an Australian tertiary institution for at least 12 months full-time (one academic year).

2.1.12 The guides set out in paragraphs 2.1.2, 2.1.3, 2.1.4, 2.1.5, apply in respect of the qualifications criteria for Group C.

GROUP C
Experience Criteria

Applicants in Group C do not require any IT professional experience.

Note: An assessment advice under Group C will be valid for migration purposes for 6 months from the date of course completion.
2.2 Potentially Suitable

RECOGNITION OF PRIOR LEARNING (RPL)

2.2.1 An applicant who has limited or no qualifications but who has extensive and varied experience of at least six years plus supporting professional development education may refer certified documentation to the ACS for assessment.

2.2.2 ACS will decide which level of qualification is appropriate and based on this, will assess the applicant’s skills as suitable or unsuitable for the nominated skilled occupation applied for.

2.3 GROUP D – Unsuitable

2.3.1 Applicants assessed as not meeting any of the above criteria will be assessed as unsuitable for the nominated skilled occupation applied for.

2.4 GROUP E – Unsuitable

2.4.1 Applicants who have not provided sufficient documentation within the specified time frame to enable their skills to be assessed.

3 PROCEDURES FOR ASSESSMENT

3.1.1 ACS will use the current NOOSR Country Education Profiles (CEP) (if a relevant country volume has been published) to establish the educational level of the qualifications held by the applicant. Qualifications other than those listed in the relevant CEP are assessed individually.

3.1.2 For assessment purposes, all qualifications held by an applicant will be considered.

3.1.3 A Bachelor degree course undertaken by an applicant granted advanced standing, credit(s) or exemption(s) will only be regarded as undertaken where, in the opinion of the Society, credit(s) or exemption(s) are given for equivalent subjects (particularly in terms of Information Technology content) taken at an equivalent educational level in an institution of equivalent academic standing.

No grant of advanced standing, credit or exemption given on the basis of qualifications from overseas will be considered in relation to an Australian Graduate Diploma or higher degree qualification.

3.1.4 ACS will make the assessment of skills based on the information and documents supplied by the applicant, which the applicant warrants to be correct and not misleading, and such other information and documents as ACS considers necessary in the circumstances.

3.1.5 If requested documentation is not received within the specified time a result will be issued based on documentation held.

4 APPLICATION FEE

4.1.1 A remittance in Australian currency in the form of either an international bank draft for the appropriate amount drawn on an Australian bank and payable to the Australian Computer Society or by credit card should accompany each application submitted to ACS.

*Note: Fees for assessments, appeals and Recognition of Prior Learning (RPL) may be varied over time and are located on the ACS web-site. The application fee is non-refundable.
5 CERTIFICATION OF DOCUMENTS

5.1.1 Do not supply original documents with your application. If ACS requires an original document at any stage, it will be asked for. You should provide ‘certified copies’ of original documents. This means a copy, which is authorised as a true copy by a person before whom a Statutory Declaration may be made. Such authorised persons include the following: magistrate, Justice of the Peace, Commissioner for Declarations, Commissioner for Affidavits, a person before whom a Statutory Declaration may be made under the law of the state in which the declaration is made. A solicitor, registered medical practitioner, bank manager, Australian postal corporation officer with five years service.

5.1.2 Documents in languages other than English must be accompanied by an English translation completed by a translator accredited by the National Accreditation Authority for Translators and Interpreters (NAATI) or by a translation service that has been approved by the relevant authorities overseas.

6 ASSESSMENT ADVICE

6.1.1 Persons who apply to ACS for assessment will receive one of two advices:
this person’s skills are suitable for the nominated skilled occupation applied for, or
this person’s skills are unsuitable for the nominated skilled occupation applied for.

6.1.2 An assessment advice of suitable is valid for 1 year from its date, except where it is based on a Group C application, in which case, it is valid for migration purposes for 6 months from the date of course completion.

APPEAL

6.1.3 Applicants have 60 days from the date of advice to appeal the assessment made by ACS. The fee for an appeal is non-refundable.

6.1.4 Applicants who believe that they have grounds for appeal of the assessment made by ACS may lodge with ACS an appropriate application for appeal, payment and such additional documentation as the applicant wishes to submit for consideration.

6.1.5 ACS will decide the appeal by having an assessment officer other than the one who made the original assessment assess the skills of the applicant based on the documentation submitted by the applicant with the original application and additional documentation if provided. The appeal will be considered under the same criteria used for the original assessment.

6.1.6 As the outcome of the appeal, ACS will issue an advice in accordance with clause 6.1.1.

6.1.7 The applicant will not be entitled to any further appeal and the letter of advice will state that fact.

7 FURTHER INFORMATION

7.1.1 Applicants may obtain a copy of the DEST booklet Recognition of Computing Qualifications in Australia (http://www.dest.gov.au/noosr).

7.1.2 GENERAL SKILLED MIGRATION – the publication produced by the Department of Immigration, Multicultural and Indigenous Affairs (DIMIA) should be obtained by all applicants prior to applying for skills assessment.

7.1.3 Registration - Not normally required for IT professionals.

7.1.4 Membership of ACS may enhance employment prospects.
8 ADDRESS OF THE AUSTRALIAN COMPUTER SOCIETY

Australian Computer Society or Australian Computer Society
The National Office Queen Victoria Building
160 Clarence Street PO Box Q534
Sydney NSW 1230 Sydney NSW 1230

Tel: (02) 9290 3422 E-mail: skillsassessment@acs.org.au
Fax: (02) 9299 3997 http://www.acs.org.au