CERTIFICATE IV IN TRAINING AND ASSESSMENT (TAE40110-01V04)

Build skills in activities around training, facilitating and assessing adult learners.

COURSE DELIVERY
This program offers a qualification within a nationally endorsed training package. It contains the entire competency standards specified for the current and newly endorsed Certificate IV qualification. This course is delivered online over a period of 17 weeks, enabling you to fast track your learning.

A dedicated online teacher manages the learning environment, communicates with students, supports student learning and provides feedback on work submitted.

COURSE STRUCTURE
This course requires completion of 10 units of competency. The core units delivered in this course are:

- TAEASS401A Plan assessment activities and processes
- TAEASS402A Assess competence
- TAEASS403A Participate in assessment validation
- TAEDEL401A Plan organise and facilitate group based learning
- TAEDEL402A Plan organise and deliver learning in the workplace
- TAEDES401A Design and develop learning programs
- TAEDES402A Use training packages and accredited courses to meet client needs
- TAEDEL301A Provide work skill instruction
- TAELLN401A Address adult language, literacy and numeracy skills
- BSBCCMM401A Make a presentation

ASSESSMENTS
A range of assessment methods are used in this course. These include practical exercises, case studies and reports.

Unlock your potential. It starts here. Call 131 674 or visit nsi.edu.au/studyonline
ENTRY REQUIREMENTS

The entry requirement for the full program is the NSW Higher School Certificate or equivalent, and/or relevant industry experience that supports training in the teaching subject area. Basic computer skills (internet, email and word-processing) are essential, as are adequate literacy, verbal and written communication skills. Access to a training environment is also preferable.

For the conversion/gap program you will need to provide evidence of your previous TAA04 or BSZ98 qualification.

<table>
<thead>
<tr>
<th>Entry Requirement</th>
<th>Recommended Evidence</th>
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<tbody>
<tr>
<td><strong>Full program</strong></td>
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<tr>
<td>NSW Higher School Certificate or equivalent</td>
<td>Copy of NSW Higher School Certificate</td>
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<tr>
<td>OR Industry experience or vocational skill that supports training and education</td>
<td>Evidence of industry experience or vocational skill (this may include relevant qualification transcript).</td>
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<td>in the subject area in which it is intended to teach.</td>
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<tr>
<td><strong>Upgrade Program</strong></td>
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<tr>
<td>Certificate IV in Training and Assessment (TAA40104)</td>
<td>Copy of Certificate IV and Transcript</td>
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<tr>
<td>OR Certificate IV in Assessment and Workplace Training (BSZ98)</td>
<td>Transcript (from TAFE or other registered training organisation)</td>
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<td>OR supply your TAFE student number.</td>
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CONVERSION/GAP PROGRAM

Options are offered for updating previous qualifications.

**Updating from TAA04?** We will validate and map your qualification against the units within TAE10. The mapping may demonstrate a gap as a result of the electives chosen within the TAA04. There is also one additional unit within the TAE10 structure which may be met by your elective choices or another qualification you hold. If your TAA04 is more than 2 years old you will also be required to demonstrate currency. Depending on the outcome of the mapping, you may be required to undertake at least one unit of competency.

A fee of $80 is payable for the mapping and review service. An additional fee of $180 per unit will be charged for related learning and assessment of units not able to be met by Recognition of Prior Learning.

**Updating from BSZ98?** We will validate and map your qualification against the units within TAA04 and related TAE10 units. You will also be required to demonstrate currency. There will be a 5-6 unit gap for which a recognition and/or learning and assessment program is required.

A fee of $900 is payable for the mapping, portfolio support and assessment. The fee includes access to online resources for related learning and assessment of units not able to be met by Recognition of Prior Learning.

LEARNING PATHWAYS

Successful completion of the core units of this qualification gives entry into the Diploma of Training and Assessment. Completion of this program will also allow students to receive advanced standing in some university education and training programs.

CONTACT US FOR MORE INFORMATION

(02) 9448 4518  nsi.onlinecourses@tafensw.edu.au
nsi.edu.au/studyonline

THE BENEFITS OF OUR CERTIFICATES

**ONLINE OR FACE-TO-FACE**

Fit study around your work and lifestyle. Choose what method works best for you.

**RECOGNITION OF PRIOR LEARNING**

Get your prior learning or experience credited towards a course of study.

**VET FEE-HELP**

VET FEE-HELP is available for eligible students so that you can study now and pay later.

TERMS AND CONDITIONS

» Withdrawals must be submitted on the 2016 Withdrawal/Refund Application form for VET FEE-HELP students.

» Students withdrawing from a unit of study after an advertised Census date, will be liable for the TAFE NSW full tuition fee or VET FEE-HELP debt for that unit of study.

TAFE NSW courses commence only if there are sufficient resources and demand. Every effort was made to ensure this information was accurate as at April 2016. Changes may have taken place since that time. Contact the Northern Sydney Institute, part of TAFE NSW to confirm course details and availability.