



TAE40122 Certificate IV in Training and Assessment

This 12 month qualification provides learners with a broad understanding of how the vocational training sector works and the skills and knowledge required to be an effective trainer and assessor.

This qualification meets the minimum education requirement for trainers and assessors operating without supervision under applicable VET legislation, frameworks and/or standards.

The course is designed for people currently working in industry and thus is delivered on a part time basis, other training options do exist, so please call us for other training options.

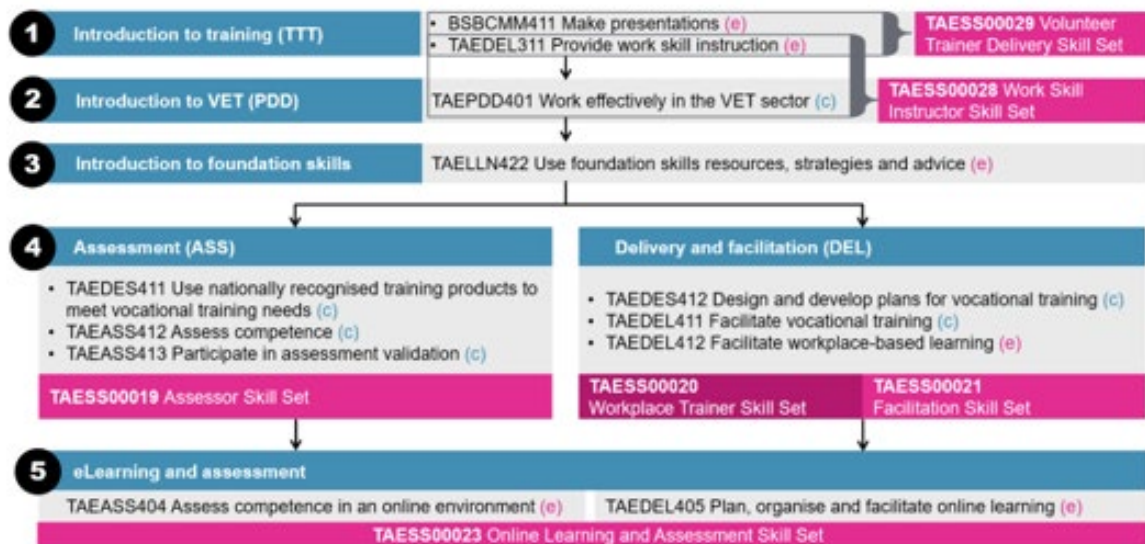
This course is offered over a 52 week period and comprising of 4 x 10 weeks term of one day per week in class and approximately 7 hours of private study each week.

Learners will be empowered to develop skills and gain knowledge in a broad range of areas to assist them to be fully equipped to function as a trainer and assessor in the VET sector.

Our course has been clustered to ensure that learners gain a holistic understanding of course design, training delivery and assessment practices for nationally recognised qualifications and accredited courses.

On successful completion, learners will gain a nationally recognised qualification in TAE40122 Certificate IV in Training and Assessment.

Our TAE40122 program at a glance



TAE40122 product overview: copyright © 2023 Blackwater Projects and Pop Education (subject to change)

Our training staff are here to support you with mastering the material. Please be aware that a short test will be conducted on day one of the face to face training to confirm that you have mastered the pre-reading. Participants who have not mastered the pre-reading will be required to repeat the pre-reading before they can commence the face to face training component.

Assessment is conducted continuously during your training and takes the form of written (or verbal) theory questions, written assignments, and observation of your skills by our trainers.

The qualification is nationally recognised and can only be delivered by a Registered Training Organisation (RTO) that complies with the governing standards of quality control and quality training and assessment.

The Training industry regulators anticipate that qualified individuals will have a good level of English proficiency to clearly communicate with students, peers, supervisors and the workforce in general undertaking the role.

Applicants who do not have sufficient English Language skills will be referred to an English Language provider and encouraged to reapply for the course when their English Language skills have improved.

TAFE NSW is a suitable provider of English Language skills, they can be contacted on Phone: 13 16 01. Details of their English Language courses can be found at <https://www.tafensw.edu.au/search?q=English&search=manual>.

Should there be another way we can assist you with ensuring that you maximise your chances of completing the course though us changing something or accommodating your needs please call our Administration Staff.

Should a participant not be successful with their first attempt at completing the course, they will be allowed another opportunity to sit and complete the course at no charge, should the participant still not have completed the course satisfactorily, they will need to discuss their situation with TAE Institute and most likely make a fresh application to sit the course complete with an additional course payment.

Participants should be aware that our training premises is under constant video recording for security purposes.

Entry requirements

- 18 years of age or over
- Have a laptop, internet connection and access to a printer for the downloading and completion of course material
- A quiet place to work and study

To apply for this process the applicant will:

Contact our office to arrange an online, cost-free/obligation-free Candidate Suitability Interview, in the interview the candidate will:

- Review our course info sheets
- Review our participant handbook
- Review our Enrolment Agreement
- Review our Employer Agreement
- Review the proposed course timetable

Applicants wishing to commit to the course will:

- Be over 18 years of age
- Complete our LLN Assessment or alternatively demonstrate their LLN ability through prior study or through a declaration completed by their employer.
- sign and submit Enrolment Agreement
- sign and submit Participant Handbook Declaration
- Make the initial payment

Fees and Charges: The fees for this course \$3,499.00

Payment shall be by instalment

- \$1,500.00 on enrolment
- \$1,500.00 on commencement of term three
- \$499.00 prior to issuance of your qualification

Fees can be paid by cash, credit card, EFPOS or EFT

A full refund of the course fee is available provided we receive a full weeks' notice of the cancellation, if we receive less than a weeks' notice we can only refund 50% of the course fees paid.

In cases of extreme hardship, application in writing can be made to the CEO to vary these terms.

All Participants should note that lost statements of attainment can be replaced. The fee for this is \$22 and will require the participant to advise of their name and other suitable personal details to allow us to confirm their identity.

To enrol or inquire further, please contact us at:

Kayosor Pty Ltd t/a TAE Institute

Head Office:

92 Commelina Dr

MOUNT ANNAN NSW 2567

Training Centre

Suite 2 Level 8 155 Castlereagh St

SYDNEY NSW 2000

Telephone: 1300 678 288

Email: info: admin@taeinstitute.com.au