

# Certificate IV in Training and Assessment TAE40122

RTO 4008



## About this course

This nationally recognised and accredited course qualifies you to deliver nationally accredited vocational training in registered training organisations (RTOs), TAFEs, enterprises, community organisations, and schools. You will develop skills in the design, delivery, and assessment of vocation-based training.

After completing the course, you will have gained knowledge on how to perform competency-based assessments, develop learning programs based on national training packages, deliver presentations, train groups and individuals, and address learners' language, literacy, and numeracy skills.

Our programs are led by highly qualified trainers who have valuable experience in training and industry. Our class sizes are small so our trainers have time to personally interact with you. We offer an encouraging and supportive learning environment to ensure that our students receive quality training.

## Intakes

August - combined face-to-face and zoom classes

## Timetable

1 day per week

Wednesday's 9:00am - 4:30pm

## Duration

30 weeks (approx.)

18 weeks (126 hours approx) face to face learning

12 weeks (84 hours) in-class assessments

265 hours (approx) self-paced study

## Employment Outcomes

- RTO Trainer/Assessor
- RTO Manager
- eLearning consultant
- Training Adviser
- Quality and compliance manager
- Training Needs Analyst
- Vocational Education Teacher

## Location

Park Orchards, Victoria

## Fees

Government-subsidised \*\$895.50

Government-subsidised concession \*\$368.25

Full fee \$3,347.60

Full fee concession \$2,852.50

\*Contact us for eligibility criteria

## Contact

03 9876 4381

training@parkorchards.org.au

www.parkorchards.org.au

**Park Orchards**  
**Community House & Learning Centre**



## Entry Requirements

Those entering this qualification must be able to demonstrate vocational competence in their proposed training and assessing area. Vocational competence is defined as broad industry knowledge and experience, and may include, but is not limited to, holding a relevant unit of competency or qualification.

Appropriate language, literacy and numeracy skills are required. Moderate computer skills are also required.

Students will require access to a computer, internet, and headphones at home for the “Real time” Zoom delivery classes. A camera is recommended but not essential.

## Application Procedure

Prospective students are required to participate in a Pre-Training Review to determine their suitability to participate in the program. Prospective students complete a language, literacy and numeracy assessment to identify whether they meet the entry requirements and to determine if modification of training and assessment strategies is required.

## Units of Competency for TAE40122 Certificate IV in Training and Assessment

The qualification packaging rules are 6 core units plus 6 elective units. The electives chosen by our organisation are listed below.

TAEASS412	Assess competence	Core
TAEASS413	Participate in assessment validation	Core
TAEDEL411	Facilitate vocational training	Core
TAEDES411	Use nationally recognised training products to meet vocational training needs	Core
TAEDES412	Design and develop plans for vocational training	Core
TAEPDD401	Work effectively in the VET sector	Core
BSBCMM411	Make presentations	Elective
TAEASS404	Assess competence in an online environment	Elective
TAEDEL311	Provide work skill instruction	Elective
TAEDEL405	Plan, organise and facilitate online learning	Elective
TAEDEL412	Facilitate workplace-based learning	Elective
TAELLN422	Use foundation skills resources, strategies and advice	Elective

## Pathways from the Qualification

TAE50122 - Diploma of Vocational Education and Training

## Training and Assessment Methods

Assessment will be conducted using different methods, including written assignments, presentations, observations, projects and case studies. All assessments are directly linked to the work performance criteria specified in the units of the qualification.

## Recognition of Existing Skills and Knowledge

Recognition of Prior Learning (RPL) takes into account the knowledge and skills you've already gained through your previous education and work. This may be through formal or informal learning, paid or unpaid work experience. All students will be offered RPL application information at the pre-Training Review.

*This course brochure should be read in conjunction with the “Information for Prospective Students” brochure.*

*Our policies, including Refund Policy and Student Complaints and Appeals, are available on our website [www.parkorchards.org.au](http://www.parkorchards.org.au)*

### **“This training is delivered with Victorian and Commonwealth Government funding”**

Government subsidised places are available to any student who is upskilling. Students must not have completed a qualification at the same or a higher level to be eligible. Students under 20 years of age are eligible regardless of previous educational attainment. Concessions are available for students on government pensions or health care cards.

*Fees may be subject to change if there is a change to total scheduled hours or changes in government funding.*

Park Orchards Community House & Learning Centre Inc. A0011092D  
572 Park Road, Park Orchards, Victoria 3114  
Registered Training Organisation No. 4008 ABN :18 790 057 404

VET\Marketing\TAE40122 Certificate IV in Training and Assessment Course Flyer 2024



NATIONALLY RECOGNISED  
TRAINING