

TAE40116 Certificate IV in Training and Assessment



DESCRIPTION

This course is designed to meet the current and future development needs of individuals delivering training and assessment services in the vocational education and training (VET) sector. This qualification will therefore be suitable for those wishing to deliver formal training in a structured training environment, provide on-the-job instruction in a workplace environment and conduct workplace assessments.

This qualification is available to international students (CRICOS Course No. 0101520). Please refer to <https://www.cdu.edu.au/international> for the course and fee information.

ELIGIBILITY/ENTRY REQUIREMENTS

To gain entry into TAE40116 Certificate IV in Training and Assessment:

Candidates *must* possess current vocational competence in a specific industry, subject or technical area. In undertaking this qualification, you will develop or extend competence in training and assessment to teach, train or facilitate the learning of other individuals in your area of vocational expertise.

Candidates entering the program *must* provide evidence they have access to or are engaged with a Registered Training Organisation (RTO) or organisation where accredited training is being provided.

A high level of English language, literacy (including digital literacy) and numeracy skills are required to meet the outcomes of this qualification.

You will be expected to:

- Have excellent digital skills in using the internet, word processing and PowerPoint
- Access, read and interpret a large range of documents including training packages
- Develop and document learning programs
- Develop and document and validate assessment tools
- Present and discuss information
- Deliver training in several contexts using a range of skills to both groups and individuals
- Prepare a large range of records and documents

Potential candidates will be required to complete a pre-enrolment interview and an online Language, Literacy and Numeracy (LLN) assessment.

DELIVERY DETAILS

Location (s)	Duration	Study mode
Darwin	This program is delivered over a period of six (6) months on a part-time basis by night class. (Tuesday Evening 5:30 pm to 8:30 pm)	Face-to-face delivery mode

2020 FEES

The course fees for 2020 are \$2,925.00.

Fees are subject to change annually. For further clarification and information on fees, payment options, instalment plans and refunds contact CDU on 1800 061 963 or refer to <https://www.cdu.edu.au/cdu-vet/student-guide/fees>

ASSESSMENT

Assessments vary with each unit. You will be provided with a student assessment guide.

RECOGNITION OF PRIOR LEARNING (RPL)

Students can apply for RPL during pre-enrolment or after enrolment. Students are provided with an RPL Self-Assessment before application and followed through with and an initial interview with an assessor.

RESOURCES

Learning resources are available to purchase online from Australian Training Products <https://australiantrainingproducts.com.au/product-category/tae/>

STUDY AND CAREER PATHWAYS

After achieving TAE40116 Certificate IV in Training and Assessment, you may undertake the TAE50116 Diploma of Vocational Education, TAE50216 Diploma of Training Design and Development Training or the TAE80113 Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice.

Possible job titles relevant to this qualification include:

- Enterprise Trainer/Assessor
- Registered Training Organisation (RTO) Trainer and assessor
- Workshop Facilitator
- Mentor/Coach
- Workplace Assessor
- Lead Trainer/Assessor
- Lecturer

QUALIFICATION CONTENT

To achieve TAE40116 Certificate IV in Training and Assessment a total of ten (10) units of competency must be completed comprising nine (9) core and one (1) elective units as detailed in the packaging rules and listed below.

CORE UNITS

Unit Code	Unit Name
TAEASS401	Plan assessment activities and processes
TAEASS402	Assess competence
TAEASS403	Participate in assessment validation
TAEASS502	Design and develop assessment tools
TAEDEL401	Plan, organise and deliver group-based learning
TAEDEL402	Plan, organise and facilitate learning in the workplace
TAEDES401	Design and develop learning programs
TAEDES402	Use training packages and accredited courses to meet client needs
TAELLN411	Address adult language, literacy and numeracy skills

ELECTIVE UNITS (Select one)

TAEASS301	Contribute to assessment
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WITHDRAWING FROM A QUALIFICATION

You may withdraw from this qualification and receive, where relevant, a Statement of Attainment for all units of competency you have successfully completed.

SUPPORT SERVICES

The University supplies support for students in many areas, including Accommodation, Careers and Employment, Counselling, Disability Service, Equal Opportunity, Discrimination and Harassment advice, Australian Indigenous Student Support Services, Information Technology Services, International Student Support Services, Library Services, and Learner Support Services.

More information is available at www.cdu.edu.au/study/student-life/student-support

CONTACT DETAILS

VET EDUCATION INNOVATION

T. 08 8946 7590
E. tae@cdu.edu.au
W. www.cdu.edu.au/cdu-vet

Refer to the **VET Student Guide** <https://www.cdu.edu.au/cdu-vet/student-guide> for information regarding the enrolment process, student support services, student rights and responsibilities, previous studies recognition and the A-Z of other information.