

2016 VET FEE HELP - COURSE INFORMATION

Course of Study	Certificate IV in Training and Assessment		
Course Code	TAE40110		
Delivery Mode(s)	Flexible / On Campus / Blended		
Delivery Location	Ballarat		
Course Duration	1 Years		
Max Funded Hours	315 Hours		
Maximum Annual Study Load	315 Hours		
Teaching Period / Census Dates	The units are offered in all teaching periods and may be delivered subject to required enrolment levels being met in that teaching period		
Course Fees	Government Subsidised Students - 2016 Maximum Course Fee	\$	1,732.50
	Full Fee Paying - 2016 Maximum Course Fee	\$	3,307.50
	Total Course Fees	\$	3,307.50

For more detailed information about fees and this course please refer to the **VET-FEE HELP Course Information**.

Enquire with the Course Coordinator as to whether materials or ancillary charges will relate to this course/unit of study.

UNIT OF STUDY				FEES		
VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
043906	Make a Presentation	30	0.095	165	315	120
046038	Develop Teams and Individuals	40	0.126	220	420	160
044123	Manage Recruitment Selection and Induction Processes	60	0.19	330	630	240
045741	Promote Innovation in a Team Environment	40	0.126	220	420	160
044618	Promote Products and Services	40	0.126	220	420	160
039553	Send and Retrieve Information using Web Browsers and Email	25	0.079	137.5	262.5	100
046840	Plan, Organise and Facilitate Learning in the Workplace	25	0.079	137.5	262.5	100
048976	Participate in Assessment Validation	20	0.063	110	210	80
048023	Plan, Organise and Deliver Group Based Learning	30	0.095	165	315	120
044203	Use Training Packages and Accredited Courses to Meet Client Needs	25	0.079	137.5	262.5	100
047061	Provide Work Skill Instruction	40	0.126	220	420	160
048073	Facilitate E-Learning	30	0.095	165	315	120

VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
045529	Manage Injuries at Emergency Incident	20	0.063	110	210	80
044423	Work Safely in the Construction Industry	6	0.019	33	63	24
049549	Address Adult Language, Literacy and Numeracy Skills	30	0.095	165	315	120
046479	Build Client Relationships and Business Networks	50	0.158	275	525	200
045443	Undertake Organisational Training Needs Analysis	40	0.126	220	420	160
043477	Work Effectively in Vocational Education and Training	10	0.031	55	105	40
043651	Identify and apply current sustainability education principles and practice to learning programs	40	0.126	220	420	160
046765	Maintain Training and Assessment Information	40	0.126	220	420	160
045018	Provide Training through Instruction and Demonstration of Work Skills	40	0.126	220	420	160
046114	Analyse and Present Research Information	40	0.126	220	420	160
045406	Operate Pumps	80	0.253	440	840	320
049142	Investigate non-compliance	50	0.158	275	525	200
046608	Analyse and Apply Sustainability Skills into Learning Programs	30	0.095	165	315	120
039984	Interpret and Respond to a Brief	15	0.047	82.5	157.5	60
047614	Apply first aid	18	0.057	99	189	72
042612	Facilitate E-Learning	30	0.095	165	315	120
046804	Design and Develop Assessment Tools	30	0.095	165	315	120
048642	Coordinate and Facilitate Distance-Based Learning	30	0.095	165	315	120
046846	Address Adult Language, Literacy and Numeracy Skills	30	0.095	165	315	120
043820	Design and Develop Learning Programs	50	0.158	275	525	200
040017	Participate in a Quality Audit	40	0.126	220	420	160
052053	Utilise Specialist Communication Skills to Build Strong Relationships	50	0.158	275	525	200
044022	Foundation Skills for Recognition of Alphabet and Numbers	75	0.238	412.5	787.5	300
045605	Foundation Reading Skills for Common Visual Symbols and Signs	75	0.238	412.5	787.5	300
045528	Foundation Reading and Writing Skills for Giving Personal Information	75	0.238	412.5	787.5	300

VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
044179	Foundation Speaking Skills for Short Exchanges	75	0.238	412.5	787.5	300
045275	Beginner Speaking and Writing Skills for Giving Personal Information	90	0.285	495	945	360
044287	Beginner Listening and Speaking Skills for Transactions	90	0.285	495	945	360
045749	Beginner Listening and Reading Skills for Information Texts	90	0.285	495	945	360
041612	Beginner Listening and Speaking Skills for Descriptions	90	0.285	495	945	360
044202	Beginner Reading and Writing Skills for Descriptions	90	0.285	495	945	360
044132	Beginner Listening and Reading Skills for Instructions	90	0.285	495	945	360
044050	Post-Beginner Learning Strategies	40	0.126	220	420	160
044148	Post-Beginner Listening and Speaking Skills for Casual Conversations	60	0.19	330	630	240
044204	Post-Beginner Listening and Speaking Skills for Transactional Exchanges	60	0.19	330	630	240
044363	Post-Beginner Listening and Speaking Skills for Information Texts	60	0.19	330	630	240
044208	Post-Beginner Listening and Speaking Skills for Instructions	60	0.19	330	630	240
045595	Post-Beginner Listening and Speaking Skills for Interviews	60	0.19	330	630	240
044419	Post-Beginner Writing Skills for Formatted Texts	60	0.19	330	630	240
044161	Intermediate Learning Strategies	40	0.126	220	420	160
044377	Intermediate Listening and Speaking Skills for Interviews	60	0.19	330	630	240
045577	Intermediate Listening and Speaking Skills for Presenting Information	60	0.19	330	630	240
045611	Intermediate Listening and Speaking Skills for Complex Instructions	60	0.19	330	630	240
044433	Intermediate Reading Skills for Information Texts	60	0.19	330	630	240
044328	Intermediate Reading Skills for News and Current Affairs	60	0.19	330	630	240

VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
040175	Intermediate Reading Skills for Fictional and Non-Fictional Stories	60	0.19	330	630	240
041135	Intermediate Writing Skills for Complex Documents	60	0.19	330	630	240
041662	Intermediate Writing Skills for Reports	60	0.19	330	630	240
044243	Intermediate Writing Skills for Narratives	60	0.19	330	630	240
040160	Post-Beginner Reading and Writing Skills for Information Reports	60	0.19	330	630	240
041116	Post-Beginner Reading and Writing Skills for Opinion Texts	60	0.19	330	630	240
045619	Beginner Reading and Writing Skills for Recounts	90	0.285	495	945	360
045349	Written Skills for Presenting Point of View in Essays	75	0.238	412.5	787.5	300
041165	Spoken and Written Skills for Presentations	75	0.238	412.5	787.5	300
039875	Originate Concept for Own Work and Conduct Critical Discourse	60	0.19	330	630	240
040487	Research and Critically Analyse History and Theory to Inform Artistic Practice	70	0.222	385	735	280
048827	Establish client relationship and analyse needs	50	0.158	275	525	200
040911	Communicate in the Workplace	30	0.095	165	315	120
047168	Apply risk management processes	30	0.095	165	315	120
011247	Recommend Plants and Cultural Practices	80	0.253	440	840	320
047296	Develop innovative ideas at work	35	0.111	192.5	367.5	140
045219	Maintain Information Requirements of Training and/or Assessment Organisations	40	0.126	220	420	160
046809	Contribute to Assessment	10	0.031	55	105	40
048496	Plan Assessment Activities and Processes	20	0.063	110	210	80
046971	Assess Competence	15	0.047	82.5	157.5	60
048336	Participate in Assessment Validation	20	0.063	110	210	80
049436	Prepare Workplace Documents	20	0.063	110	210	80
054107	Manage Workplace Relations	60	0.19	330	630	240
042173	Refine Writing and Editing Techniques	340	1.079	1870	3570	1360
042749	Australian Environmental Issues	20	0.063	110	210	80
044198	Community Options	20	0.063	110	210	80
042764	Develop and Document a Learning Plan and Portfolio	20	0.063	110	210	80

VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
042816	Plan and Undertake a Project	30	0.095	165	315	120
044225	Engage with Texts of Limited Complexity for Personal Purposes	20	0.063	110	210	80
044121	Engage with Texts of Limited Complexity for Learning Purposes	20	0.063	110	210	80
042823	Engage with Texts of Limited Complexity for Employment Purposes	20	0.063	110	210	80
044181	Engage with Texts of Limited Complexity to Participate in the Community	20	0.063	110	210	80
043043	Create Texts of Limited Complexity for Personal Purposes	20	0.063	110	210	80
043905	Create Texts of Limited Complexity for Learning Purposes	20	0.063	110	210	80
042933	Create Texts of Limited Complexity to Participate in the Community	20	0.063	110	210	80
044349	Work with Time, Money and Directions in Familiar Situations	60	0.19	330	630	240
038783	Work with Measurement and Design in Familiar Situations	60	0.19	330	630	240
039585	Work with Numerical and Statistical Information in Familiar Situations	60	0.19	330	630	240
042885	Research Pathways and Produce a Learning Plan and Portfolio	20	0.063	110	210	80
039535	Engage with Texts of some Complexity for Learning Purposes	25	0.079	137.5	262.5	100
042733	Create Texts of some Complexity for Learning Purposes	25	0.079	137.5	262.5	100
042792	Investigate, Interpret and Produce Numerical and Statistical Information	50	0.158	275	525	200
044364	Evaluate Pathway Options, Design a Learning Plan and Compile a Portfolio	60	0.19	330	630	240
039601	Engage with a Range of Complex Texts for Learning Purposes	25	0.079	137.5	262.5	100
042794	Create a Range of Complex Texts for Learning Purposes	25	0.079	137.5	262.5	100
042807	Design and Review a Project	40	0.126	220	420	160

VET UNIT OF STUDY CODE	UNIT NAME	UNIT HOURS	EFTSL	GOVT SUBSIDISED STUDENT TUITION & RPL	FULL FEE STUDENT TUITION	FULL FEE RPL
047833	Engage in Casual Conversation and Straightforward Spoken Transactions	80	0.253	440	840	320
046656	Give and Respond to a Range of Straightforward Instructions and Informational Texts	80	0.253	440	840	320
042378	Read and Write a Range of Informational, Instructional and Other Texts	80	0.253	440	840	320
046768	Investigate Current Issues	50	0.158	275	525	200