



Eagle Training Services NT

Making training fun, easy and worthwhile for everyone!

Certificate IV in Training & Assessment TAE40116

Course Outline

The Certificate IV in Training and Assessment (TAE40116) is Australia's formal training qualification. This qualification is mandatory for any individual who wishes to work for a Registered Training Organisation (RTO) as a trainer or assessor. It will allow you to work within the entire vocational education and training (VET) sector.

Our TAE40116 Certificate IV in Training and Assessment course teaches the essential training and assessment activities including: how to design and develop learning programs; how to use training packages and accredited courses to meet client needs; how to plan, organise and deliver group-based learning; how to facilitate learning in the workplace; and how to create, implement and manage assessment activities and processes.

Individuals that will benefit from this course include:

- Trainers/assessors and vocational education teachers
- Enterprise trainers/assessors
- Life coaches/mentors
- Registered training organisation trainers/assessors or individuals that work in RTO compliance
- Individuals wishing to update and/or upgrade their current skills and knowledge to the new qualification
- Individuals wishing to extend career path options to increase their prospects for advancement and promotion

Eagle Training Services trainers are experienced with a range of clients in the Government, private, community and corporate sector. The quality of our training is continually assessed and monitored through feedback from clients to ensure a high standard is maintained. Our facilitators constantly monitor international developments in performance management and learning to ensure their teaching achieves changes in attitude and behaviour, which are constructive and long lasting. All of our training is designed to be interactive, thought-provoking and fun.

Recognition of Prior Learning (RPL)

RPL involves the assessment of previous skills and knowledge an individual has achieved outside the formal education and training system. All assessments for RPL are conducted and reviewed by our qualified staff. Eagle Training Services recognises qualifications from other RTO's.

The RPL process must be undertaken prior to course commencement.

For further information and guidelines and costs associated with the RPL process please contact Eagle Training Services.

Units of Competency

Core Units

- TAEASS401 Plan assessment activities and processes
- TAEASS402 Assess competence
- TAEASS403 Participate in assessment validation
- 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
- TAEASS502 Design and develop assessment tools
- TAEELN411 Address adult language, literacy and numeracy skills

Electives Units

- TAEDEL301 Provide work skill instruction

Location

Darwin & Alice Springs

Course Delivery & Duration

The delivery method will combine face-to-face training led learner centred courses, formative assessment activities and learning activities involving small groups and the individual, experiential learning and workplace based projects. A minimum of eight participants is required for work-based delivery. The course is run over six blocks with approximately 3 to 5 weeks between. There are 20 face-to-face delivery days in total. Each block is structured as follows:

- Block 1 – 3 days
- Block 2 – 3 days
- Block 3 – 3 days
- Block 4 – 3 days
- Block 5 – 5 days
- Block 6 – 3 days

Homework is given each night the student attends class and there is some assignment work to be completed in between the phases.

Classes commence at 8:30 am and finish at 4:30pm on all days. All students are required to be present 15 minutes before course commencement time. Late arrivals may be refused from the course as a failure to attend.

Training occurs at Eagle Training Services training facilities.

Participants undertake the course in comfortable air-conditioned classrooms with the latest IT and audio-visual capabilities.

Students are supported through the provision of high quality learning materials and resources.

Course Assessment

Formal classroom training, workplace training, flexible delivery, self paced delivery (correspondence), RPL, or remote delivery depending upon participant circumstances and needs and the availability of resources to deliver in a particular manner. All assessments for RPL are conducted and reviewed by our qualified staff. The RPL process must be undertaken prior to course commencement.

Welfare and Support Services

Eagle Training Services NT provides welfare and support services within its professional capacity. Clients should identify existing needs prior to enrolment so that appropriate arrangements are made. Where additional support is required, the client will be referred to a specialist agency to access appropriate support. Eagle Training Services NT has a documented policy regarding access and equity.

Course Fees

\$2,700 per student. A \$500 deposit is required upon enrolment to secure a course placement. The remaining course fee is to be paid as per Section 9 of the Student Handbook – Code of Practice.

<http://eagletraining.com.au/terms-conditions/code-of-practice>

Confirmation of Enrolment

A student's position on the course will be confirmed upon a completed enrolment form and the payment of a course deposit fee, or the provision of an authorised purchase order. Positions are limited, so confirmed enrolments only will be able to attend.

For cancellations/refunds, a minimum of 3 business days notice must be provided to Eagle Training Services prior to the commencement of the scheduled course to enable re-allocation of your place to another participant, otherwise the full course fee will be payable. Replacements are allowed provided they have Eagle Training Services approval before the start of training and course pre-requisites are met.

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FOR ENROLMENTS contact us or book online:

www.eagletraining.com.au

RTO #7009

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