



Southbank
Institute of Technology
Education for aspiring minds

General Education, Language and Literacy

Program Guide 2012





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Key

- Q** **QTAC**
Apply directly to Queensland Tertiary Admissions Centre (QTAC).
Note: QTAC codes in this guide are current for 2011.
- DE** **Direct Entry**
Apply directly to Southbank Institute of Technology.
- OL** **Online**
The course is offered online.
- FD** **Flexible Delivery**
A course delivered through a range of methods.
- FT** **Full-time**
The course is offered on a full-time basis.
- PT** **Part-time**
The course is offered on a part-time basis.
- AT** **Aboriginal and Torres Strait Islander (A&TSI)**
Apply directly to the School of Indigenous Australian People, Southbank Institute of Technology.
- VFH** **VET FEE-HELP approved**
This course is VET FEE-HELP approved. Please see page 18 for more information.



Check out southbank.edu.au for the latest VET FEE-HELP course information.

Information and courses contained within this booklet are correct as at June 2011 and are subject to change at any time without notice. For up to date information call 13 72 48 or visit southbank.edu.au

Why you should study with us.

Here's why more than 28,000 students from over 90 countries chose to study with us in 2010.

1 We will help shape your career

- we provide quality education for a range of careers
- our courses give you the practical skills so you are job ready
- we offer 140 formal pathways to university
- 88.2% of graduates go on to further study or get a job after*.

2 We are a leading training provider with highly skilled teachers

- our respected industry focused teachers strive to deliver you the best teaching
- we work with industry to deliver up-to-date training packages endorsed by the Australian Quality Training Framework.

3 We offer a world-class learning environment

- we recently completed a major redevelopment of our Southbank campus to create a world-class facility designed to inspire interactive and student-focused teaching and learning
- our campus offers open and flexible learning spaces so you can work at your own pace and be your best
- study modes available including full-time, part-time, short courses, online, flexible delivery and on-the-job training.

4 We are centrally located

- our Southbank Campus is located in the heart of Brisbane's cultural precinct and right next to the city centre. It is easily accessible to buses, trains and the City Cat
- newly opened student accommodation is available next door to our main campus.

5 We provide an international perspective

- we currently have 3,500 international students studying with us from more than 90 countries
- we can provide international students an excellent pathway into university or further training
- international students can access a first class support network, including a dedicated International Student Support team, an International Student Social Club and English Language Intensive Courses for Overseas Students (ELICOS)
- we can point you in the right direction to help you find accommodation.

6 We will support you

We offer a wide range of services to help you when you need it most, including:

- scholarships and bursaries
- career counselling
- AccessAbility services
- library
- literacy and Learning Centre
- Indigenous Australian student support
- student employment opportunities
- a 24 hour security team.

7 We offer a wide variety of courses of highly sought after disciplines

Choose from a range of courses in the following areas:

- Health Services
- Biotechnology
- Engineering
- Multimedia
- Hospitality and tourism
- Creative industries
- Business services.

Where to from here?

Visit our website southbank.edu.au for information on courses available and study options or contact us on 13 72 48.



Check us out on **facebook**/SBITBrisbane



Follow us on **Twitter** @SBITBrisbane

*Source: National Centre for Vocational Education Research (NCVER), 2009 Summary of Graduate Outcomes.



Why choose General Education, Language or Literacy at Southbank Institute?

At Southbank Institute you will enjoy premium access to real world teachers, up-to-the-minute industry relevant courses, simulated working environments and hands-on, practical tuition. You will also enjoy the benefits of world-class learning facilities following the recent completion of our multi-million dollar redevelopment program.

Our facilities are equipped to provide you with an outstanding education with innovative and challenging courses designed to help you develop the skills to succeed in a fast-changing modern work environment.

Courses in General Education, Language and Literacy aim to broaden and deepen your understanding of the environment in which you live and work and are designed to challenge and enable you to pursue your own personal and professional development.

Whether you are preparing for tertiary or vocational study, looking to improve your communications skills, or looking to work in rewarding fields of training, tertiary education, adult literacy or migrant support; courses have been tailored to suit your individual needs.

If you are preparing for university or require Year 12 equivalent certificate for work related reasons Southbank Institute's Adult Tertiary Preparation (ATP) and Literacy and Numeracy courses provide you with a 'second chance' to gain the necessary knowledge, confidence and qualifications.

If you are a teacher, experienced trainer or educator looking for courses to support your professional development, the Institute's post-graduate qualifications in Leading Vocational Education, Educational Design and TESOL provide a world of opportunity.

Our highly skilled teachers combine current industry knowledge with up-to-the minute expertise to provide relevant and insightful training with a focus on the practical application of skills in the workplace. Course delivery is hands-on, blending theory and practical skills through modern teaching practices, workshops and case studies to teach you work-ready skills.

Southbank Institute can help you on the path to a career in your chosen area with a variety of qualifications that will give you the knowledge and practical skills you need.



Southbank Institute of Technology is accredited by the National ELT Accreditation Scheme.



Education (professional development)

Vocational Graduate Certificate in Educational Design



Course No.	Duration	Entry criteria
39178QLD	12–18 months (part-time)	Learners may enrol through a number of entry points which demonstrate readiness to undertake study at a graduate level in educational design, including any one or a combination of the following: <ul style="list-style-type: none"> - Bachelor Degree in a related discipline (e.g. education, multimedia, communications, journalism) - Other higher-level education qualification(s), with relevant vocational experience - Diploma or Advanced Diploma in a related discipline (e.g. multimedia, e-learning) - Relevant Certificate IV in Vocational Training and Assessment - Minimum of 3 years relevant industry experience without formal qualifications.

Career Opportunities Educational designer, workplace trainer, teacher, educational publisher.

Description This course combines skills and knowledge in teaching, learning technologies, graphic and multimedia design and written communication. If you have a background in any of these strands and want to further your career in the creative design of learning courses, this course will help you develop the skills to achieve your professional goal.

The 100% online delivery mode offers flexibility and convenience while maintaining a supportive, interactive learning environment.

The course blends theory and professionally focused skills to help you develop a portfolio of learning resources, preparing you for employment or career advancement in this emerging profession in which qualified practitioners are in demand.

Areas of study covered in the course include:

- scope and design of learning resources
- developing educational design plans and prototypes
- developing learner-focused content for learning resources
- developing and evaluating learning resources
- using animation software to create interactive learning sequences
- developing audiovisual sequences for learning resources.

Further study options Articulation to higher education qualifications is possible, but will need to be negotiated on an individual basis with universities.

Vocational Graduate Certificate in Adult Language, Literacy and Numeracy Practice



Course No.	Duration	Entry criteria
39178QLD	18 months - 2 years (part-time)	There are no specific entry requirements for this course although it is expected that candidates can demonstrate the potential to study at a graduate level. It is recommended that candidates have completed a recognised qualification which enables the learner to deliver and assess in a vocational education and training environment. Examples of qualifications may include; <ul style="list-style-type: none"> - Bachelor of Teaching - Bachelor of Education - Graduate Diploma of education - Certificate IV in Training and Assessment (with significant delivery and assessment experience).

Career Opportunities Job roles and titles vary across different organisational contexts. Possible job titles and roles relevant to this qualification include; practitioner, Workplace English Language and Literacy (WELL) program; teacher, Language, Literacy and Numeracy Program (LLNP); adult literacy and numeracy teacher; trainer and assessor; program coordinator, adult community education organisation; educational manager.

Description This course is an online graduate level program that provides you with the opportunity to develop advanced adult language, literacy and numeracy teaching and assessment skills in a range of vocational education teaching contexts.

The program blends theoretical understanding with the implementation of practical strategies, and is designed for:

- specialist literacy and numeracy practitioners
- VET teachers and trainers wanting to integrate literacy and numeracy skill development into vocational training
- teachers and trainers from all sectors looking for new career directions.

The 100% online delivery mode offers flexibility and convenience while maintaining a supportive, interactive learning environment.

This course meets the criteria as an approved qualification for trainers in the Workplace English Language and Literacy Program (WELL) and the Language Literacy and Numeracy Program (LLNP). Additional qualifications may be required in some workplaces.

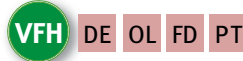
Key areas of learning include how to:

- analyse and apply adult literacy and numeracy teaching practises
- develop English language skills of adult learners
- implement and evaluate delivery of adult language, literacy and numeracy skills
- design and conduct pre-training assessment of adult language, literacy and numeracy skills
- lead the delivery of adult language, literacy and numeracy support services.

Further study options articulation to higher education qualifications (such as Masters Degree) is possible, but will need to be negotiated on an individual basis with universities.

Education (professional development) (cont.)

Vocational Graduate Diploma of Teaching English to Speakers of Other Languages (TESOL)



Course No.	Duration	Entry criteria
39201QLD	1 year (part-time)	<p>Completion of a recognised qualification such as:</p> <ul style="list-style-type: none"> - successful completion of a Vocational Graduate Certificate in TESOL - a Bachelor Degree (any discipline), three-year diploma or other equivalent higher education qualification - a TESOL qualification meeting NEAS guidelines for ELICOS or AMEP and at least one year's post qualification TESOL teaching experience with a range of client groups at a range of language proficiency levels <p>Applicants from a non-English speaking background need an IELTS 6.5 with no score under 6 / ISLPR two skills at 3+ and two skills at 3 (or equivalent) as a minimum.</p>

Career Opportunities Upon successful completion of the program students will have the necessary teaching and linguistics skills to teach English competently and confidently in a wide variety of teaching situations including ELICOS (English Language Intensive Courses for Overseas Students) and AMEP (Adult Migrant English Program) classes within Australia and in many English Language Teaching situations overseas

Description TESOL (Teaching English to Speakers of Other Languages) is a rapidly growing international industry with a high global demand for qualified English teachers. Our Vocational Graduate Diploma of TESOL is a high-level post-graduate qualification, between a Bachelor's Degree and a Master's Degree, which develops the essential skills and knowledge for use in senior positions within the TESOL industry both in Australia and overseas. The combination of academic rigor and vocational practice makes these qualifications ideal for those wishing to take up senior positions within the modern TESOL industry. This 6-month qualification meets the NEAS 'TESOL Qualification' requirements for a Director of Studies in an ELICOS school.

Learn the practical skills to effectively develop TESOL curricula or other workplace projects, use advanced language analysis skills in preparing English language students for language assessment and review research to develop your own philosophy of TESOL. Learn how to develop as a practising professional by conducting action research into your own TESOL practice with a class of English language students.

As a post-graduate student studying at a high academic level, you will do a significant amount of independent study in your own time.

Further study options Master of Education TESOL at QUT via direct application to the university.

Vocational Graduate Certificate in Teaching English to Speakers of Other Languages (TESOL)



Course No.	Duration	Entry criteria
39201QLD QTAC code 155446	1 year (part-time)	A Bachelor Degree (any discipline), three-year diploma or other equivalent higher education qualification. or not less than three years fulltime vocational TESOL experience (or equivalent) without a recognised higher education qualification. Applicants from a non-English speaking background need an IELTS 6.5 with no score under 6 / ISLPR two skills at 3 and two at 3+ (or equivalent) as a minimum.

Career Opportunities Upon successful completion of the program students will have the necessary teaching and linguistics skills to teach English competently and confidently in a wide variety of teaching situations including ELICOS (English Language Intensive Courses for Overseas Students) and AMEP (Adult Migrant English Program) classes within Australia and in many English Language Teaching situations overseas.

Description TESOL (Teaching English to Speakers of Other Languages) is a rapidly growing international industry with a high global demand for qualified English teachers. Our Vocational Graduate Certificate of TESOL is a high-level post-graduate qualification, between a Bachelor's Degree and a Master's Degree, which develops the essential skills and knowledge for use in a future career within the TESOL industry both in Australia and overseas. The combination of academic rigor and vocational practice makes these qualifications ideal for those wishing to join the modern TESOL industry. No prior teaching experience is required.

Learn the latest teaching strategies and methodology for developing the English language proficiency of a wide range of second language learners. Learn how to put this knowledge into practice in the two teaching practice components with classes of English language students.

As a post-graduate student studying at a high academic level, you will do a significant amount of independent study in your own time.

Further study options Vocational Graduate Diploma in TESOL via direct application to the university.

Course for Volunteer Tutoring

DE PT

Course No.	Duration	Entry criteria
39213QLD	80 hours (part-time)	Potential tutors should be reasonably confident in their own language and literacy skills and most importantly have a commitment to help others. Tutors will be required to undergo a Criminal Check prior to tutoring activities.

Career Opportunities Volunteers may tutor refugees and migrants in a one-on-one situation or assist teachers in the classroom environment.

Description This is an initial training course for people in the community wishing to assist others to improve their language, literacy and numeracy skills. The primary focus for this course is to provide you with training to enable you to tutor a broad range of members of the community including those with minimal or disrupted schooling, people with a disability and long-term or newly-arrived migrants. During this course you will learn to:

- communicate effectively in a tutoring environment
- identify the needs of a client
- prepare and tutor a client.





Preparation Course for the Occupational English Test

DE PT

Course No.	Duration	Entry criteria
FFS296-1	6 weeks (part-time)	Must be a health professional requiring OET for industry registration.

Description This course is designed to help health professionals prepare for the Occupational English Test. During this course you will learn specific test strategies for all examinable components including; reading, writing and listening. To further enhance your spoken communication skills the course includes a role-play component designed for your health specialty.

Certificate IV in Spoken and Written English (Employment)

DE FT

Course No.	Duration	Entry criteria
91420NSW	20 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This is an advanced course to assist adults, from non-English backgrounds, looking to find employment. The course covers essentials to help you with career clarification, goal setting, resume and cover letter writing. You will also learn how to write effective job applications, take and leave messages, telephone conduct, job interview skills, grammar, vocabulary and undertake reading comprehension and computer assisted learning activities.

Certificate IV in Spoken and Written English – Further Studies

DE FT

Course No.	Duration	Entry criteria
91419NSW	20 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This course has been designed for adults from a non-English background who are looking to progress into further education and is one of the most advanced courses of its type. During the course you will develop necessary skills to deal with the demands of formal institute courses and university courses. The course is structured to cover all the essentials from listening and note-taking skills, giving oral presentations, and reading diagrammatic texts, to writing critical evaluations, report and essay planning and writing.

English language training

Certificate III in Spoken and Written English

DE FT

Course No.	Duration	Entry criteria
91423NSW	20 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This course covers intermediate English for adults from a non-English speaking background. As an intermediate course in spoken and written English this course takes you beyond the basics of the English language. The course will help you prepare for employment or further study. This is an ideal course to help you understand the more complex elements of English such as syntax and grammar.

The course is offered through the English Language Teaching Unit (ELTU) or Adult Migrant English Program (AMEP).

Further study options Certificate IV in Spoken and Written English – Further Studies, Certificate IV

Certificate II in Spoken and Written English

DE PT

Course No.	Duration	Entry criteria
91422NSW	10 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This course is a post-beginner course designed to improve the spoken and written English skills of non-English speakers. By undertaking this course you will become more fluent in spoken and written English, gain the confidence to communicate easily and express yourself clearly. The course will help you overcome communication barriers by improving your reading, writing, vocabulary and grammar.

The course is offered by the Adult Migrant English Program (AMEP).

Further study options Certificate III in Spoken and Written English

Certificate I in Spoken and Written English

DE PT FT

Course No.	Duration	Entry criteria
91421NSW	10 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This course is designed to help adults from a non-English speaking background develop their basic English communication skills. It is the ideal course to start preparing to enter employment or undertake further study. The course focuses on helping you improve your general vocabulary and grammar.

The course is offered by the Adult Migrant English Program (AMEP).

Further study options Certificate II in Spoken and Written English

Course in Preliminary Spoken and Written English

DE PT FT

Course No.	Duration	Entry criteria
91418NSW	10 weeks (full-time)	Adults from non-English speaking backgrounds, interview and eligibility test.

Description This course provides the best assistance for pre-literate non-English speakers wanting to improve their basic communication skills. The course will help you expand your English skills and prepare you for further employment and study options by helping improve your reading, writing, grammar and comprehension of English.

Further study options Certificate I in Spoken and Written English

English Language Assessment

DE FD

Course No.	Duration	Entry criteria
FFS012	15 minutes to 2 hours	No entry requirements

Description This assessment is designed for international students and migrants from a non-English speaking background. The test will help open up a new world of study options and employment choices that require you to have a required level of English. The assessment tests your aptitude for the English language using the International Second Language Proficiency Rating (ISLPR) examination.

Certificate III in Employment, Education and Training

DE PT FT

Course No.	Duration	Entry criteria
91350NSW	18 weeks (full-time)	Applicants are selected according to eligibility and merit; vocational experience, previous study, personal competencies, ISLPR and IELTS scores.

Description As a student in this course you will gain skills for further academic study. You will study courses that will gain credits in some diploma courses, and improve computer skills. Some of the areas of study covered by this course include:

- academic writing skills
- reports and essay writing
- electronic presentations
- word processing and spreadsheets
- team participation skills
- communicate using emerging technologies.

Further study options Successful completion of this course will assist students to gain entry into a diploma course.

Certificate IV in Adult Tertiary Preparation

DE PT FT

Course No.	Duration	Entry criteria
39260QLD	1 year (full-time)	A minimum age of 18 years or turning 18 during the first year of the course. Applicants will be asked to attend an interview as part of the selection process.

Career Opportunities Employment in positions where Year 12 education is required, or entry to university and higher education study.

Description This course is a Year 12 equivalent course designed to provide you with the skills and knowledge necessary for successful study at tertiary level or to improve your job prospects. Adult Tertiary Preparation is especially suitable for adults who have been away from formal education for some time.

To be awarded Certificate IV in Adult Tertiary Preparation, you are required to successfully complete 10 modules, including core modules in Language and Learning Skills along with eight elective modules. Electives can be completed in:

- Australian society
- biology
- chemistry
- computing for academic purposes
- environmental studies
- human movement studies.
- mathematics (general)
- mathematics (pure)
- modern world history
- psychology
- university study skills

Further study options university and higher education study.

Certificate IV in Education Aboriginal and Torres Strait Islander (A&TSI)

AT PT

Course No.	Duration	Entry criteria
39240QLD	1-2 years (part-time)	For entry into the course, applicants need to be of Aboriginal or Torres Strait Islander descent (as defined in Abstudy guidelines) or parent of an Indigenous child or non-Indigenous person who has a willingness to work with Indigenous students in the classroom. Entry is not restricted by formal educational requirements. Applicants will be interviewed to determine entry level, literacy and numeracy skills and disposition towards children.

Career opportunities Graduates of this course will be qualified to work as a general teacher's aide, community teacher, library administrative and/or technology assistant and cultural liaison officer.

Description Make an impact in the lives of school students by training for an educational role in Aboriginal and Torres Strait Islander communities. This course provides you with knowledge and practical skills needed to work in an educational service providing support to students and colleagues in line with industry and Aboriginal and Torres Strait Islander cultural protocols.

On completion of this course you will be able to work effectively in an educational environment providing assistance within early childhood, primary, secondary, library and information technology administration and community recreation environments. You will be able to provide tutor support for peers, students and parents and be equipped to act as a cultural liaison officer assisting in development of community and school partnerships.

Some of the key areas of learning in this course include:

- support the teaching of literacy and numeracy
- assist children to express themselves through creative arts
- develop and apply the knowledge of science
- monitor children's behaviour
- apply action research to planning and learning experiences for children
- develop work practices to accommodate cultural identity
- identify and respond to children and young people at risk of harm.

General education

Certificate III in Education (A&TSI)

AT DE PT

Course No.	Duration	Entry criteria
39239QLD	1–2 years (part-time)	For entry into the course, applicants need to be of Aboriginal or Torres Strait Islander descent (as defined in Abstudy guidelines) or parent of an Indigenous child or non-Indigenous person who has a willingness to work with Indigenous students in the classroom. Entry is not restricted by formal educational requirements. Applicants will be interviewed to determine entry level, literacy and numeracy skills and disposition towards children.

Career opportunities Teacher aide or assistant.

Description Help others to reach their potential by training to work in an educational role in Aboriginal and Torres Strait Islander communities. The Certificate III in Education will provide you with the knowledge and practical skills necessary to work as an employee in educational services. You will learn how to support students and colleagues in line with industry and Aboriginal and Torres Strait Islander cultural protocols.

On completion of the course you will be able to provide general teaching and learning assistance within early childhood, primary, secondary, library, information technology, administration and community recreation environments. You will also learn how to provide tutor support to peers, students and parents.

Some of the key areas of learning in this course include:

- developing workplace literacy and numeracy
- word processing and developing spreadsheets
- promoting partnerships between school and community
- how to support the development of children
- communicating with children in a learning environment
- delivering services / activities to stimulate children's development and enhancing their leisure
- further developing your understanding of Aboriginal or Torres Strait Islander identity.

Further study options Certificate IV in Education (Aboriginal and Torres Strait Islander).

Vocational Literacy / Numeracy

DE FD PT

Course No.	Duration	Entry criteria
39150QLD	flexible / part-time	Post compulsory school age.

Description Improve your literacy and numeracy skills to further your personal and professional development with this flexible, part-time course. The course is designed to help improve your reading, writing, spelling, comprehension, speaking and numeracy skills. With three different levels of literacy and numeracy available you can negotiate an individual learning program, with your teachers, to suit personal needs and requirements.

Art Skills

DE PT

Course No.	Duration	Entry criteria
ACC06	20 weeks (part-time)	This course is open only to disadvantaged people including people with a disability, over the age of 16 years and not attending school.

Career opportunities Arts, media, printing and further study.

Description Use your passion for creativity to assist in improving your overall literacy and numeracy levels. This is an innovative course that improves literacy and numeracy skills through the field of art. The course is designed to help you discover an easier way to train and develop skills required for entry-level roles in a variety of workplaces. The course also offers an introduction to careers in the creative arts. Key areas of study in this course include:

- vocational literacy and numeracy
- using drawing techniques to represent the object or idea
- applying techniques to produce digital images
- pre-training assessments in literacy and numeracy.

Office Skills

DE PT

Course No.	Duration	Entry criteria
ACC04	10 weeks (part-time)	This course is open only to disadvantaged people including people with a disability, over the age of 16 years and not attending school.

Career opportunities General administration and further study.

Description Open the door to a new career with an introduction to the modern office environment. This course has been designed to help you advance your skills to become work ready. During the course you will develop an individual learning plan to take advantage of your strengths, and improve your basic literary and numeracy skills.

Key areas of study during the course include:

- pre-training assessment in literacy and numeracy
- producing simple documents
- creating and using spreadsheets
- communicating electronically
- literacy and numeracy training.



Interpreting and Translating

Diploma of Interpreting (Auslan / English)

DE PT

Course No.	Duration	Entry criteria
51691	1 year (part-time)	School leavers must have completed Year 12 or equivalent and proficiency in English and Auslan. Enrolment is subject to an entry interview with written and oral assessments.

Career Opportunities Paraprofessional interpreter, bi-lingual assistant, teacher aide, tutor.

Description Get the expert training you need to interpret spoken statements simultaneously between English and Auslan. Ideal if you're already at a paraprofessional level. The course covers the bi-cultural aspects of an interpreter, the practical skills behind managing professional and personal development and, the ethics and practice behind interpreting. This course focuses specifically on Auslan.

Key areas of study in this course include:

- interpreting dialogues
- simultaneously interpreting dialogues, speeches and presentations
- integrating bi-cultural aspects in the behaviour and communication process
- communicating effectively with professional clients and colleagues
- maintaining effective management practices
- maintaining ongoing professional and personal development.

Certificate II in Auslan

DE PT

Course No.	Duration	Entry criteria
22075VIC	1 year (part-time) 2 evenings per week	Be able to participate in small informal groups, have the ability to complete written and spoken English language and an interest in Auslan and the deaf community.

Description Stay in touch with the latest communication methods for people with hearing impairments. During this course you will gain a complete understanding of Auslan with four separate subjects on the language to help you progressively build comprehensive knowledge and skills in Auslan. The course also includes an additional three subjects that provide an insight into the culture of the deaf community.

Further study options Diploma of Interpreting (Auslan / English)



Training and assessment

Certificate IV in Training and Assessment

DE PT

Course No.	Duration	Entry criteria
TAE40110	Day and evening classes are available:	There are no specific entry requirements, however it is anticipated that applicants will have access to a workplace in which to conduct training and assessment. Basic computer skills are required and some knowledge of PowerPoint would be advantageous. Students who have successfully completed the TAA40104 Certificate IV in Training and Assessment can apply for Credit Transfer towards the TAE40110 Certificate IV in Training and Assessment. The number of units available for Credit Transfer depends on the electives undertaken in the TAA40104.
QTAC Code:	10 weeks - 1 full day per week OR 15 evenings (5.30-9.00pm) + 1 Saturday (dates for Saturday to be negotiated in class)	

This course addresses a range of competency areas that represent key areas of work undertaken within organisations that provide training and assessment services. Three main domains are identified within the Certificate IV in Training and Assessment. They are:

1. Learning design – designing learning processes and learning products that enables the learner to learn.
2. Delivery and facilitation – managing, guiding, facilitating and monitoring the learning process and providing a meaningful learning experience
3. Assessment – measuring progress in learning and judging whether competence has been demonstrated

Further study options Successful completion of this program may assist students to gain entry into further study programs and/or may contribute towards study credits.

Career Opportunities This course provides the minimum requirement for employment in training and assessment within a registered training provider or an enterprise trainer, assessor or training needs analyst.

Description Become The Certificate IV in Training Et Assessment qualification has been developed to meet the current and future competency development needs of new and existing personnel working in a range of work functions and activities within vocational education and training including;

- enterprise trainer / assessor
- registered training organisation (RTO) trainer /assessor
- training advisor
- training needs analyst
- vocational education teacher





Pathways to university*

Southbank Institute of Technology is a recognised centre of excellence for its pathways to universities. We have partnered with major Queensland universities to give diploma, advanced diploma and associate degree graduates recognition for the quality of education and training they receive at Southbank Institute.

Many Southbank Institute diplomas and advanced diplomas articulate into degree courses with our partner universities. If you didn't get the right OP it's not the end of the world. By completing a diploma or advanced diploma at Southbank Institute, you can improve your OP score and heighten your chances of securing a place to university.

For more information about pathways visit southbank.edu.au or check out our Pathways to your Future brochure.

Need more information?

We have a range of brochures designed to help you to make the right decision and include:

- The Southbank Experience
- Parents Guide
- Support for Students
- Pathways to your Future
- Post-Degree Study

Our brochures are the perfect way to assist you with what Southbank Institute has to offer. Alternatively, if you would like to speak to us you can call 13 72 48.

VET FEE-HELP

VET FEE-HELP assists eligible students undertaking certain Vocational Education and Training (VET) courses at Southbank Institute to pay for all or part of their tuition costs (excludes incidental fees). VET FEE-HELP is an Australian Government initiative and is an extension of FEE-HELP, as part of the Higher Education Loan Program (HELP). Students repay the loan to the Australian Government through the tax system once a student reaches the minimum income threshold level for repayment.

For further information

Visit southbank.edu.au/vetfeehelp

*University abbreviations:	ACU	Australian Catholic University National
	CQUni	Central Queensland University
	CSU	Charles Sturt University
	GU	Griffith University
	QUT	Queensland University of Technology
	UQ	The University of Queensland
	USC	University of the Sunshine Coast
	USQ	University of Southern Queensland

Enrol in four easy steps

1. Select the course you want to study



2. Contact Student Administration

Phone 13 72 48 for the most recent up-to-the-minute information or go to our website southbank.edu.au



3. Apply to QTAC or Southbank Institute of Technology

Apply to QTAC (Queensland Tertiary Admissions Centre) or to Southbank Institute of Technology, depending on the course you choose (the courses listed in our careers booklets will let you know whether or not a QTAC application is required).



4. Secure your enrolment

Pay your fees before the course commences to secure your enrolment. Limited places are available in most courses.

For further information about how to enrol:
Visit southbank.edu.au/howtoenrol or call 13 72 48.



Don't forget to 'like' our Facebook page and follow what's happening on Twitter!

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of Technology**

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