

TAA40104 Certificate IV in Training and Assessment (TAA)

The TAA40104 Certificate IV in Training and Assessment comprises 14 units:

12 core units plus 2 elective units.

The Units of Competency for TAA40104 Certificate IV in Training and Assessment are indicated below with unit codes (Core / Electives are also shown):

Core	TAAASS401C	Plan and Organise Assessment
Core	TAAASS402C	Assess competence
Core	TAAASS403B	Develop Assessment Tools
Core	TAAASS404B	Participate in Assessment Validation
Core	TAADEL401B	Plan and Organise Group Delivery
Core	TAADEL403B	Facilitate Individual Learning
Core	TAADEL404B	Facilitate Work Based Learning
Core	TAADES401B	Use Training Packages to meet client Needs *
Core	TAADES402B	Design and Develop Learning Programs
Core	TAAENV401B	Work effectively in Vocational Education and Training *
Core	TAAENV402B	Foster and Promote an inclusive learning culture *
Core	TAAENV403B	Ensure a Healthy and Safe Learning Environment *
Elective	TAADEL402B	Facilitate Group based Learning
Elective	TAADEL301C	Provide training through instruction and demonstration of work skills

Note: Units in bold are only available on-line

Entrance requirements

The only entrance requirements for the course are that you need to have developed skills in reading, writing and speaking English.

TWO PATHWAYS TO TAA

There are two pathways to acquire the TAA40104 Certificate IV in Training and Assessment:

Pathway 1

Workshops

(a) Saturday option

The full Certificate IV in Training and Assessment is delivered over twelve Saturdays from **18th July to 31st October 2009**.

(b) Friday option

The full Certificate IV in Training and Assessment will also be delivered over twelve Fridays from **31st July to 20th November 2009**

The course is delivered by a team of highly experienced trainers and assessors at the Joondalup campus of West Coast TAFE

The cost of the course is \$2,300, which includes:

- All training and assessment
- Text book
- Learner Guides
- On-going assessment support

The fees may be paid in three instalments:

- \$1,065.00 on enrolment
- \$ 490.00 5 weeks after the course commences
- \$ 745.00 9 weeks after the course commences

Please note:

If you manage / supervise / train Apprentices or trainees in the workplace, the Department of Education and Training will pay for half of the course and you only need to pay a small resource fee (currently \$166). This will reduce the cost of the full course from \$2,300 to \$1,386

For more information on this offer, contact Eric Findlay on 9233 1128 or by email at:

eric.findlay@westcoasttafe.wa.edu.au

For further information on the workshops, please contact Eric Findlay on (08) 9233 1128 or by email:

eric.findlay@westcoasttafe.wa.edu.au

Pathway 2

Recognition of Prior Learning

(a) RPL of full Certificate IV in Training and Assessment (14 units)

If you believe that you already have the required skills and knowledge and could provide evidence of that, you should consider applying for Recognition of Prior Learning. If you are not sure whether you will be able to provide enough evidence, contact Eric Findlay (see contact details below) for a Self Assessment Checklist. This checklist sets out the kind of evidence needed for RPL

Fees

The fee charged for RPL is \$130 per unit

(b) RPL Upgrade from the BSZ40198 to the TAA40104 (8 units)

If you already have the **BSZ40198 Certificate IV in Workplace Assessment and Training** you will be granted equivalence for the following six units from the **TAA40104 Certificate IV in Training and Assessment**:

TAADES402A Design and develop learning program
TAADEL401A Plan and organise group based delivery
TAAASS401A Plan and organise assessment
TAAASS402A Assess competence
TAADEL405A Coordinate and facilitate distance based learning
TAADEL402A Facilitate group based learning

The remaining eight units in the TAA40104 Certificate IV in Training and Assessment can be obtained through a Recognition of Prior Learning process

TAAENV401A Work effectively in vocational education and training
TAAENV402A Foster and promote an inclusive learning environment
TAAENV403A Ensure a healthy and safe learning environment
TAADES401A Use training packages to meet client needs
TAAASS403A Develop assessment tools
TAAASS404A Participate in assessment validation
TAADEL403A Facilitate individual learning
TAADEL404A Facilitate work based learning

If you are not sure whether you will be able to provide enough evidence to be granted Recognition of Prior Learning for these units, please contact our RPL Assessor, Elizabeth Doddrell at the email address below for a Self Assessment Checklist. This checklist sets out the kind of evidence needed for RPL

elizabeth.doddrell@westcoasttafe.wa.edu.au

Fees

The fee charged for the RPL upgrade is \$130 per unit (= \$1,040 for all 8 units)

For any units that you are not able to provide sufficient evidence for, West Coast will provide additional training at no extra cost to you.

If you want further information or to start the RPL ball rolling, please contact Elizabeth Doddrell at:

elizabeth.doddrell@westcoasttafe.wa.edu.au