



## Certificate IV in Training and Assessment (TAE40110)

### Course Overview

The Certificate IV in Training and Assessment is designed for individuals who are responsible for the delivery of training and assessment services in the vocational education and training (VET) sector.

The previous Certificate IV in Training and Assessment (TAA40104) has been superseded by the Certificate IV in Training and Assessment (TAE40110).

This qualification applies to people for whom training is a large part of their job, or a full job function within a structured assessment and training system. These people have considerable responsibility for training program development and delivery as well as assessment of training.

### Qualification

Upon successful completion of this course participants will be awarded the nationally recognised qualification Certificate IV in Training & Assessment (TAE40110).

### Course Requirements

10 units of competency are required to complete this qualification consisting of 7 core units and 3 elective units.

Compulsory Units (Complete all)	
Code	Unit Title
TAEDES402A	Use training packages and accredited courses to meet client needs
TAEDES401A	Design and develop learning programs
TAEDEL402A	Plan, organise and facilitate learning in the workplace
TAEDEL401A	Plan, organise and deliver group-based learning
TAEASS401A	Plan assessment activities and processes
TAEASS402A	Assess competence
TAEASS403A	Participate in assessment validation

At least 2 elective units must be selected from the elective units listed below. One elective unit may be selected from any currently endorsed Training Package or accredited course. Elective units must be relevant to the work outcome, local industry requirement and the qualification level. Where a unit is chosen from another currently endorsed Training package or accredited course, it must be from a qualification or course at Certificate III level or above, and must contribute towards the vocational outcome of the program.

Elective Units (Complete all)	
Code	Unit Title
TAEDEL403A	Coordinate and facilitate distance-based learning
TAEDEL404A	Mentor in the workplace
TAETAS401A	Maintain training and assessment information

## Vocational Outcomes

Workplace Trainer, Enterprise Trainer, Enterprise Assessor, RTO Trainer, RTO Assessor, Training Adviser or Training Needs Analyst, Vocational Education Teacher, Trainer & Assessor, Sessional Trainer

## Delivery Strategy

Customised Training offers a variety of delivery options including classroom based, on-the-job and flexible delivery, allowing participants the freedom to complete this qualification at their own pace under the guidance of one of our trainers. Participants will be required to complete written assessment tasks per unit.

## How do I communicate with my trainer for Flexible Delivery?

Your trainer's role is to deliver and assess your assignments and to provide you with feedback. Customised Training has a Students Services department where you can email or telephone any time should you be experiencing difficulties or have any questions regarding your assessments/assignments. A Student Services Administrator will forward your emails or telephone messages to the trainer on your behalf.

## Prerequisites

No formal learning is required for this qualification; however participants are to be employed in a position relevant to the qualification or will need to arrange a suitable practical placement. Participants are required to have access to the Internet and email.

## Learning Pathway

Customised Training encourages you to continue learning through either formal or informal pathways. Informal ways of learning include finding yourself a mentor, becoming a member of your industry association or participating in short courses. The formal pathway for this qualification is the Diploma of Training & Assessment (TAA50104) or you may want to consider a higher education degree or diploma. A helpful career website to refer to is [www.myfuture.gov.au](http://www.myfuture.gov.au)

## Recognition of Prior Learning/ Recognition of Current Competency

Recognition of Prior Learning/ Recognition of Current Competency enable a participant to receive recognition for the current skills, knowledge and experience they possess regardless of where the learning was obtained. These skills can be gained from:

- Previous study
- Work experience
- General life experience
- Prior qualifications and/or results

RPL/RCC ensures the knowledge and skills previously gained are applied to the qualification criteria. RPL/RCC can assist in identifying what training may be required to complete the qualification, avoiding any unnecessary training. Participants are encouraged to discuss possible RPL/RCC application prior to commencement of training.

## Course Fees

\$ 1,750 (incl. GST) with payment plan options available. Contact our accounts department for further information.

**For more information, please contact CTCS today.**

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