



FAQS: TAE40122 Certificate IV in Training and Assessment

How long will it take me to complete the TAE40122 Certificate IV in Training and Assessment?

The recommended time frame for completion of the full TAE40122 (12 units – 6 core units and 6 elective units) is 12 months.

Can I enrol in the full qualification?

The TAE40122 qualification has two enrolment pathways:

- **Enrol in the full course and pay for the full course fees upfront.** This provides for an enrolment of 12 months with a fixed schedule. There are 4 intake dates for this one-time enrolment (please check the website for the next start date).

OR

- **Enrol and pay as you go – Skill Set by Skill Set.** If you want flexibility, this allows you to pace your commitment and spread out your fee payments. Note that you will need to enrol separately in all five (5) skill sets plus TAELLN421 elective unit or (you can bring one eligible elective unit from a current Certificate III or above qualification) that combined makes the full TAE40122 qualification. Look at the course schedule at the end of this Information Pack to assist with planning your learning journey.

It is recommended that you start with TAESS00028 Work Skill Instructor Skill Set, which is designed as a 'taster' of the course.

Is the TAE40122 for me?

TAE40122 is suitable if you have vocational qualifications and broad, current experience using that qualification and are looking to conduct structured training and/or assessment using training packages for a Registered Training Organisation.

*Skill sets or non-accredited courses may be more suitable if you are intending to deliver and assess non-accredited training in an enterprise environment.

What job roles are available for students holding the TAE40122?

The TAE40122 or equivalent is the minimum requirement for teachers/trainers to deliver and assess accredited training in a vocational education and training environment such as TAFE or private Registered Training Organisations (RTO's).

Do I need to have access to a computer?

Yes, our learning and assessment materials are accessed through Canvas, TasTAFE's Learning Management System. You will need access to an electronic device that has good internet, video and audio capability for webinar access via Zoom. We recommend using a laptop or desktop computer in preference to a smart phone or small tablet. It is recommended that you have reasonable digital literacy to undertake this course. Please see "requirements and attributes" and LLN requirements in the Info Pack on the website.

How will I learn?

This course involves a combination of self-directed and directed learning. Your course will be structured in a flipped learning design where the teacher will give you activities, readings and course work to complete to complement the scheduled webinars (Zoom). It is expected that you will complete this work prior to the webinars to gain fully from the sessions. Support is available through, Canvas, where you can message your teacher. There are also scheduled support sessions.

Do I have to attend all of the webinars?

The webinars are delivered online in real time and are interactive, so it is recommended that you attend as many webinars as possible, but recordings are available for those who may miss some.

Note: we highly recommend you attend webinars in the Assessor Skill Set as some assessment is conducted in class time.

How much time each week do I need to complete coursework?

Most learners would require 10 -12 hours per week for learning and assessment in addition to scheduled webinar sessions.

Do I have to work in a vocational education and training (VET) environment?

No, you do not need to work in a VET environment, but you will require access to a vocational training and assessment environment to complete assessments such as group delivery and assessing students.

For the Facilitation Skill Set, you will require a minimum of four face to face (and in person) learners to complete your delivery sessions.

Will I receive any Credit Transfers?

If you have recently successfully completed training with TasTAFE or another RTO (Registered Training Organisation), relevant verified elective units may be eligible for credit transfer.

Am I eligible for recognition?

If you have skills and experience and are able to demonstrate competence and currency in the VET sector aligned to a unit or units of competency, you may be eligible for recognition.

Are payment plans available?

Yes, 6 month payment plans can be requested for full course fees for a one-time enrolment in TAE40122. (Not available for individual skill sets)

Can I get a refund if I am unable to continue the course?

Unfortunately, refunds are only available if you formally withdraw from the course 72 hours prior to the scheduled commencement. You will be invoiced for the fees prior to commencing.

Where can I find the course schedule?

See the Info Pack for the schedules which provide the actual webinar times and dates. The Info Packs are downloadable from the website.

Can I get hard copies of learning and assessment materials?

Currently electronic copies only are available on your online learning platform, Canvas.