

Entry requirements

There are no formal entry requirements to study this course. However, the College does require that candidates:

- are currently working in a role that requires some form of vocational training and assessment, or
- have previous experience in a role that involved training and assessment but have access to a workplace that will provide a mentor/coach who is able to verify their performance in selected units, or
- holds a minimum of a Certificate III level qualification (or equivalent) and have access to a workplace that will provide a mentor/coach who is able to verify their performance in selected units

The College will ask you to complete a form to give us some information about your professional background. We will assess this and we may ask you for further information to ensure that a distance program and the level are right for you.

Delivery modes

Online learning means you complete the entire course using the online learning platform. The content is presented per unit – you simply find the right unit and start reading. It's like reading a book on your computer screen with images and pictures. When you finish a unit, you complete the assessment tasks, which are also done online. It's easy, fast and a great way to achieve a qualification.

Distance learning means you study using the textbooks that we mail to you. You work through the course materials at your own pace and return your completed assessments by mail. This method is designed for those who prefer the more traditional form of study using books in hard copy.

Blended learning

Many of our students prefer to mix the two – do the reading tasks using the textbooks but complete the assessments online. It's a practical approach to learning that offers great flexibility.

Classroom and Workplace-based learning

We also offer classroom-based courses to individuals and workplaces. Contact us for more information on our workplace-based programs.

Assessment may include:

- Case studies
- Practical activities
- Projects
- Written & oral questioning
- Demonstration of skills
- On-the-job assessments

Duration

We suggest you complete this course within 12 months. Expect to study about 10 hours per unit.

Recognition

National College Australia recognises the skills and knowledge gained through previous studies and/or work experience. If you think you may be eligible for Recognition of Prior Learning (RPL), ask to speak to the Student Services Manager.

Course Fees

- The regular course fee is \$1950
- Pay upfront and receive a 10% discount – pay only \$1755
- Flexible payment plans available – pay \$100 deposit and \$71.15 fortnightly or \$154.20 monthly for 12 months

Learning Pathways

Successful completion of this qualification could lead to advanced standing in

- TAE50310 Diploma of International Education Services
- Vocational Graduate Certificate or Vocational Graduate Diploma qualifications from the Training and Education Training Package (TAE10)

About training & assessment work

Training and assessment targets workplace training – it is for those who are interested in gaining a qualification to be able to professionally train and assess people’s performance in the workplace.

Day to day work

- Preparation of session (lesson) plans
- Preparation of course learning materials
- Face to face delivery in a classroom environment
- Assessment of tasks – marking student’s work
- Completing and documenting progress reports on student outcomes

Personality/skills profile

The ideal candidate for this type of work is someone who

- has excellent presentation and training skills
- has high-level verbal and written communication skills
- can work autonomously and demonstrate high-decision making skills
- has great interpersonal skills
- is creative and uses initiative in the design, planning and facilitation of training programs
- is thorough and can work within the strict guidelines of training frameworks

More information

Does this type of work include shift work?	<i>No</i>
Does it have flexible hours?	<i>Yes</i>
Is there any travel involved?	<i>Possibly</i>
Do I have to have a driver’s licence and own my own car?	<i>Possibly</i>

Salary

Trainer/Assessors that work for RTOs usually work on a casual basis and earn between \$45 - \$65 per hour. Training Officers employed by other organisations are usually permanent full-time employees and can earn an entry salary of \$55,000 - \$60,000 per annum.

