



# CERTIFICATE IV IN TRAINING & ASSESSMENT

| TAE40116 |



## Summary of Qualification

The TAE40116 Certificate IV in Training and Assessment is the cornerstone qualification of the Australian vocational education and training (VET) sector. It is the entry level qualification needed by trainers and assessors to be qualified to deliver and make decisions regarding competence in nationally recognised training.

## Study Duration

### Online Self-Paced

Students have 12 months to complete their TAE40116 Certificate IV in Training and Assessment qualification.

### Workshop Intensives

See "Training Package Options" for further information.

**Additional fees apply.**

## Career Opportunities

- Enterprise trainer
- Enterprise assessor
- RTO trainer
- RTO assessor
- Training adviser or training needs analyst
- Vocational education teacher

## Educational Pathways

Those completing this qualification could consider higher qualifications in the TAE Package, such as a Diploma of TDD (TAE50216). In addition, learners could also pursue tertiary education, such as a Bachelor of Education.

## Course Payment

Students can pay for their course in full or through a direct debit payment plan. Payment plans are interest free. Domestic students under the age of 18 require a parent/guardian to accept financial liability on behalf of the student.

## Government Funding

Students may be eligible for government funding for this qualification. For further information on government funding, please visit the FIT College website.

## Recognised Prior Learning

Achieve the qualification faster by using previous credit and experience. For further information, please visit [www.fitcollege.edu.au/Study/AboutUs-446/RPL-478/](http://www.fitcollege.edu.au/Study/AboutUs-446/RPL-478/)

## Nationally Recognised

This qualification is provided as Nationally Recognised Training.

## Qualification Outcome

Successful completion of this course will provide you with the skills and knowledge to provide training in the vocational training sector and equip you with the skills and knowledge to effectively plan, design, deliver and assess programs in accordance with learning frameworks, legislation, and standards

## Units of Competency

### The VET Framework

TAEDES402 Use training packages and accredited courses to meet client needs

### Design Competency-based Programs

TAEDES401 Design and develop learning programs

### Design Competency-based Assessment

TAEASS401 Plan assessment activities and processes

TAEASS502 Design and develop assessment tools

### Language, Literacy & Numeracy

TAELLN411 Address adult language, literacy and numeracy skills

### Assess and Validate Competency

TAEASS402 Assess competence

TAEASS403 Participate in assessment validation

### Deliver Competency-based Training

BSBCMM411 Make presentations

TAEDEL401 Plan, organise and deliver group-based learning

TAEDEL402 Plan, organise and facilitate learning in the work

TAEDEL301 Provide work skill instruction

## Course Requirements

### Entry Requirements

Those entering this program must be able to demonstrate competency in their proposed vocational area. Vocational competency is defined as broad industry knowledge and experience and may include, but is not limited to, holding a relevant unit of competency or qualification.

### What will I learn?

- How to select appropriate training packages or courses, and analyse and interpret the qualifications framework
- How to unpack and contextualise a unit of competence
- How to design and develop learning programs
- How to design and develop assessment tools
- How to address language, literacy and numeracy requirements and select and use resources and strategies to address requirements
- How to prepare session plans and resources, facilitate training sessions, and support and monitor learning
- How to organise and run assessment processes
- How to prepare for and participate in validation
- How to plan and undertake delivery



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## Training Package Options

TAE40116 Certificate IV in Training and Assessment
Online Self-Paced
Enjoy the freedom and flexibility of choosing when and where you study. Direct your learning with all your study materials online, allowing you to manage your workload and fit your studies around your lifestyle. Access your learning space 24 hours a day, seven days a week and be supported by high-quality educators who are devoted to your outcomes.
<b>Course Duration:</b> 12 Months
<b>Hours of Study:</b> There are no set hours of study when you study online with FIT College. But to give you an idea of how much time you'll need to allocate to your studies, we recommend that you allow between 12-20 hours per week, depending on your experience.

TAE40116 Certificate IV in Training and Assessment
Workshop Intensives
Enjoy the freedom and flexibility of choosing when and where you study. Direct your learning with all your study materials online, allowing you to manage your workload and fit your studies around your lifestyle. Access your learning space 24 hours a day, seven days a week and be supported by high-quality educators who are devoted to your outcomes.
<b>Course Duration:</b> 12 Months
<b>Location:</b> FIT College Maroochydore Campus
<b>Workshop Hours:</b> Workshops run from 9:00 am to 5:00 pm on each delivery day See the website for the schedule and start dates

TAE40116 Certificate IV in Training and Assessment - Upgrade Program
Online Self-Paced or Workshop Intensives
The TAE upgrade program is for trainers and assessors who hold the previous TAE40110 qualification and wish to upgrade to meet the new compliance standards. The gap study required to upgrade is dependent on the current qualification and units of competency held and the outcome the candidate is seeking. This may include upgrading specific units or upgrading to the full TAE40116. Candidates will provide evidence of previous training, and competency which will be assessed against their required outcome before enrolment. Credit Transfer and RPL assessment (additional fees apply) will be available as part of this pre-enrolment assessment.
<b>Entry Requirements:</b> Candidates must show evidence of currency and provide previous qualifications for authentication and other training for verification.
<b>Course Duration:</b> 3 months
<b>Online Hours of Study:</b> There are no set hours of study when you study online with FIT College. But to give you an idea of how much time you'll need to allocate to your studies, we recommend that you allow between 10-20 hours per week, depending on your experience.
<b>Workshop Intensives Location and Hours:</b> FIT College Maroochydore Campus Workshops run from 9:00 am to 5:00 pm on each delivery day See the website for the schedule and start dates

## Support Services

FIT College, students are our number one priority. We offer the best possible training and support from passionate Educators and industry professionals, which include:

- 7 am-7 pm Education Phone Support
- 24/7 Communication Log Support
- Face-to-Face Student Support Sessions at our Maroochydore campus,
- Integral account services are provided by our Student Services Team.

## Get in Touch

**Websites URL:** [www.fitcollege.edu.au](http://www.fitcollege.edu.au)

**General Enquiries:** [info@fitcollege.edu.au](mailto:info@fitcollege.edu.au)

**Account Enquiries:** [admin@fitcollege.edu.au](mailto:admin@fitcollege.edu.au)

**Phone:** 1300 887 017 or +61 7 5409 7070

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