

COURSE CODE

10729NAT

COURSE

Certificate III in Spoken and Written English

ENROL TODAY

TAFENSW.EDU.AU or 131 601

WHY CHOOSE TAFE NSW?



Opens career doors. Our industry relationships lead many students directly into work with a range of employers including agencies, studios, galleries and fashion houses.



Global prospects. TAFE NSW graduates possess the technical knowledge, creative-thinking and specialised skills that are highly sought after by employers around the world.



State-of-the-art facilities. Purpose-built creative studios and industry standard software mean you will master the same tools of the trade as leading professionals.



Industry exposure. TAFE NSW partners with industry to provide you with hands-on experience through networking, sponsor programs, competitions, talks, lectures and other creative industry events.



Recognised and respected. TAFE NSW has built its reputation on delivering trusted, industry aligned and nationally recognised training for over 130 years.

Certificate III in Spoken and Written English

National Course Code: 10729NAT | TAFE NSW Code: 10729NAT-01V01-20GRA-142

Qualification Level	Certificate III
Study Type	Part Time Day
Course Start Date	Enquire Now
Hours Per Week	10.4
Duration	40 Weeks
Delivery Locations	Grafton
Course Fees	Subsidised Prices First Qualification: \$0.00 Second Qualification: \$0.00 Concession: \$0.00
Course Features	Nationally Recognised Training This training is subsidised by the NSW Government Non Government Subsidised

Course Description

Develop your English speaking, listening, reading and writing skills with the Certificate III in Spoken and Written English. If English is your second language, this course is for you. You will learn how to use formal and informal English to improve your study and employment options.

LEARN NEW SKILLS

Through your practical course work, you will learn:

- Formal and informal language skills to help you live and work in Australia
- English skills for emails, text messages and social media
- How to ask for help and information
- How to have conversations with people at your workplace and in your community

DEVELOP YOUR TALENT

Develop other personal skills while completing this course:

- Gain more confidence when using English
- Improve your communication skills and open up additional career pathways
- Achieve a sense of ease in social and formal situations

ACHIEVE YOUR GOALS

Completing this course will provide you with:

- A nationally recognised qualification at Certificate III level

GROW YOUR CAREER

This course will improve your English Language skills and may allow you to enrol into Certificate IV courses. If you already have a job, this course can improve how you communicate with your colleagues.

INDUSTRY DEMAND

In general, employers in Australia require their workers to have intermediate English language skills. No matter what industry you choose to work in, improved English language skills will help you grow your career.

Entry Requirements

When you study with TAFE NSW, we want you to succeed. Entry requirements allow us to make sure that you have the right pre-existing knowledge and skills to achieve your chosen qualification. You will need to provide evidence that you meet the requirements listed in this section.

ACCREDITED COURSE REQUIREMENTS

The recommended requirement to enrol in this TAFE NSW course is:

- International Second Language Proficiency rating (ISLPR) scale: 2+ across listening, speaking, reading and writing
- Australian Core Skill Framework (ACSF): Level 2

To check that you meet the recommended requirement, you will need to complete a placement test when you apply for this course.

BE PREPARED

To be prepared for this course, it is recommended that you have:

- Basic English language skills

Please check entry requirements above for more information.

To be enrolled in this course you will need:

- To participate in a initial assessment of language, literacy and numeracy skills which will be completed at the campus prior to enrolment. Teachers will need to review these assessments to determine the student's suitability for the course.
- The recommended entry point against the ISLPR scale is 2+ across the four macroskills of listening, speaking, reading and writing.
- The recommended entry point against the ACSF is Level 2.
- If the initial assessment indicates that a student does not meet the required ISLPR 2+ or ACSF 2 entry level, Teachers can use their professional judgement to determine if a student can still be considered for the course if additional learning support is provided.

To successfully complete this course, you will need:

- To achieve competency in all 5 units

Information Sessions and more about the course

It's all happening at TAFE NSW InfoFest. [Register](#) for an information session to broaden your skills set to get ahead. Can't find an Information Session for you? [Enquire Online](#) or call 131601.

INFORMATION SESSIONS

There are no information sessions currently scheduled for this course.

STUDY COMMITMENT

This is a part time day, face to face course. You will need to attend approximately 10 hours of class, over 2 days per week, for 40 weeks. As well as the in-class component, you will need to complete approximately 40 minutes of other study per week.

You may also be required to complete approximately 17.5 hours of additional study each week outside of class hours, including private study & research.

An additional 15 hours may be required to attend excursions including (SLSC Beach Safety and Clarence

Valley Workshop and Jacaranda Cultural Parade).

IS THIS COURSE RIGHT FOR YOU?

This course offering is designed for people who wish to:

- Learn English and Australian culture with the aim of employment, permanent residency and citizenship if appropriate.
- A course for learners who would like to learn English. The learners' backgrounds may include people with little or no formal education with poor literacy and numeracy skills, refugees, people from educated backgrounds wishing to gain English skills, people resettling into rural or urban areas without family or community ties.

SERVICES AND STUDY SUPPORT

There are additional learning and study tools available for this course, including:

- Accessibility and Disability Services
- Personal Counselling
- Vocational Counselling
- Learning Support

We offer student services and study support to ensure you can achieve your goals. Learn about TAFE NSW [Student Services](#)

As a TAFE NSW student in this course, you will have access to:

- LinkedIn Learning (formerly Lynda.com)
- Studiosity - online access to a real life tutor
- Easy computing online short courses
- Access to local TAFE libraries

Attendance

This course is currently scheduled on Monday 9.30am to 3.00pm and Thursday 12.30pm to 6.00pm. This timetable may change and will be confirmed by your teacher.

Fee Details

SMART AND SKILLED FEES

This course is government-subsidised, meaning you pay a portion of the full course fee to TAFE NSW and the NSW Government will pay the balance. However, you must meet certain eligibility criteria for this to apply.

Depending on your previous qualifications and experience, your fee may be less than the maximum fee quoted. Your actual fee and eligibility for concession/exemption will be calculated and confirmed during the enrolment process. Payment plans are available through TAFE NSW for Smart and Skilled eligible qualifications.

For further information about eligibility and explanations of the different fee categories, visit [Are You Eligible?](#)

READ BEFORE YOU ENROL

Learn about TAFE NSW [Fees](#)

Learn about TAFE NSW [Payment/Funding](#)

RECOGNITION

Recognition is a process of acknowledging previously completed qualifications, skills, knowledge or

experience relevant to your course. This may reduce the amount of learning required, reduce your course fees and allow you to achieve your qualification faster.

Learn about Recognition at TAFE NSW [Recognition](#)

How to Enrol

Semester two starts July 2020. Enquire now to be notified when enrolments open.

To find out more information on this course including the next start date, submit an online enquiry by clicking the **Enquire Now** button on this page, or call 131 601 during business hours* to chat with a member of our friendly customer service team.

*Our customer service team are available from Monday to Friday, 9am to 5pm AEST.

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it.

Be sure to read your chosen course information carefully to make sure it is the right qualification, location and study type for you.

Enrol and pay online via our secure payment gateway to secure your place.

As you progress through the enrolment process you will be prompted to provide additional information.

If you are interested in studying as a Trainee or Apprentice please call 131 601 for full details.

Units

SWEDSJ002	Apply routine English language skills for job seeking
SWELPE001	Comprehend and participate in routine formal spoken exchanges
SWELPE002	Comprehend and participate in routine informal spoken exchanges
SWERLN001	Read and listen to the news
SWERWT009	Read and write routine transactional texts