

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-01V02-20PTH-001

Qualification Level	Certificate III
Study Type	Full Time
Course Start Date	Enquire Now
Hours Per Week	20
Duration	20 Weeks
Delivery Locations	Petersham
Course Fees	Subsidised Prices Fee If Eligible For Subsidy: \$0.00 Non-subsidised Prices Full Fee: \$7,030.00
Course Features	Nationally Recognised Training This training is subsidised by the NSW Government Fully Subsidised Course

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 need to be able to provide evidence that you are:

- Before you enrol in a course, You will need to come to the Information Session. At this information session you will have an English language assessment. This is to ensure you can be given the English course most suitable for you . Please also bring your Visa and some form of ID to the information session.

To successfully complete this course, you will need:

- to attend regularly so you can successfully complete all required assessments

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

To find out more about this course, meet our teachers and receive information about enrolment and next steps, attend an information session. Date: Thursday 10 December 2019 Time: 10 am to 12 pm Location: Petersham Campus, Building C, Level 3, Room 3.32

Or

Date: Wednesday 22 January 2020 Time: 10 am to 12 pm Location: Petersham Campus, Building C, Level 3, Room 3.32

STUDY COMMITMENT

This is a Full Time Face to Face course. You will need to attend approximately 20 hours of class, over 4 days a week, for 20 weeks.

You may also be required to complete approximately 35 hours of additional study each week outside of class hours, including students are expected to engage in course work from external English learning modes. This may be through attendance at the English Study Centre, additional home study. general English practice in the community and using English(independent study, research, practice and assignments).

IS THIS COURSE RIGHT FOR YOU?

This course offering is designed for people who: have an modest level of English. They can understand English in most routine situations but still make many mistakes.

SERVICES AND STUDY SUPPORT

There are additional learning and study tools available for this course, including: You will have access to a wide range of support to help you succeed in your studies. This includes access to personal and career counselling services, disability support services, a well-resourced TAFE Library, a study centre where you can get help from a teacher and use computers and online learning programs. More information is available at <https://www.tafensw.edu.au/student-services>

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, Tuesday, Wednesday and Thursday from 9 am to 2.30 pm. 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?](#)

This training is not subsidised by Government funding. There are no fee exemptions, concessions or subsidies available for this course.

Payment of course fee must be made PRIOR to commencement of learning activity.

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

SWERWT009	Read and write routine transactional texts
SWEDSJ002	Apply routine English language skills for job seeking
FSKLRG11	Use routine strategies for work-related learning
SWELPE002	Comprehend and participate in routine informal spoken exchanges
SWELCP001	Comprehend and conduct routine spoken presentations