

COURSE CODE

10767NAT

COURSE

## Certificate IV in Tertiary Preparation

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 IV in Tertiary Preparation

National Course Code: 10767NAT | TAFE NSW Code: 10767NAT-01V01-20ALB-001

Qualification Level	Certificate IV
Study Type	Full Time
Course Start Date	Enquire Now
Hours Per Week	17
Duration	36 Weeks
Delivery Locations	Albury
Course Fees	Enquire
Course Features	Nationally Recognised Training Fully Subsidised Course

## Course Description

The nationally accredited Certificate IV in Tertiary Preparation will prepare you for Diploma level and university study or entry into the Australian Defence Force. Recognised by educators and employers as an alternative pathway to Year 12, you will develop the technical, social and academic skills needed to perform at the next level of study.

### LEARN NEW SKILLS

Through theory and practical course work, you will learn to:

- Write non-academic and academic texts
- Plan, research, draft and edit assignments
- Present your ideas
- Manage your time in an academic environment
- Apply learning strategies
- Collaborate with peers and professionals
- Critically analyse and evaluate information

### DEVELOP YOUR TALENT

Develop the attributes needed to get ahead in study:

- An analytical mind
- The ability to source relevant information
- The capacity to multi-task
- Work as a team
- Communicate effectively with teachers and peers

## ACHIEVE YOUR GOALS

Completing this course will provide you with:

- A nationally recognised qualification at a Certificate IV level
- A Tertiary Entrance Score (TES)
- A year 12 equivalent qualification
- Strong pathways to continued studies to enhance your career opportunities

## GROW YOUR CAREER

You can continue on your education journey with:

- Admission to university
- Entry to the Australian Defence Force
- Diploma or above qualifications

## INDUSTRY DEMAND

The Certificate IV in Tertiary Preparation supports students to develop high level academic, social and technological skills that have been identified as essential for emerging careers of the future.

# 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.

To be eligible for this course, you will need to:

- Provide evidence that you have a Certificate II qualification or equivalent skills and knowledge
- Undertake a literacy and numeracy test and achieve a Level 3 or above in the Australian Core Skills Framework (ACSF)
- Participate in a phone interview with one of our teaching staff to make sure this is the appropriate course level for you

## IS THIS COURSE RIGHT FOR YOU?

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

- The ability to learn independently
- The resources to research topics
- Sound technology skills

If you need help preparing for study, contact us about your options.

## ADDITIONAL REQUIREMENTS

With 130 locations across the state, TAFE NSW tailors qualifications to meet the needs of the local community and specific student groups (like apprentices, fast-tracked and online students). To make sure this course is the right fit for you, we will need you to demonstrate that you can meet the additional requirements below.

## COURSE ENTRY REQUIREMENTS

This accredited course has no essential entry requirements. Students undertake the LLN screening through BKSB (RUReady), participate in an interview to assess oral communication, learning strategies and motivation, and complete a writing task prior to entry. BKSB identifies the student's Reading and Numeracy ACSF levels. It is recommended that students be working within or above Level 3 for both areas. Students achieving Level 2 can still undertake the course, particularly when their demonstrated strengths align with the skills required in their nominated elective streams. Students with LLN needs can access targeted support assessed on a needs basis. Assessment of maths skills occurs during the first lesson, if maths electives have been chosen. If maths levels are not suitable, students are directed into more appropriate unit selections.

To successfully complete this course, you will need:

- to complete 12 units of study including four compulsory units - PFSEGL001 Research and write academic text, TPCEGL001 Produce written and spoken texts for further study purposes, FSKNUM21 Apply an expanding range of mathematical calculations for work and FSKDIG03 Use digital technology for routine workplace tasks.

## Information Sessions and more about the course

### STUDY COMMITMENT

This is a full time face to face course. You will need to attend approximately 15 hours of class, over 3 days a week, for 36 weeks. As well as the in-class component, you will need to complete approximately 2 hours of other study per week.

You may also be required to complete approximately 9 hours of additional study each week outside of class hours, including completing class and homework tasks, preparing for assessments and exams, completing required reading, working on assessments and assignments.

### IS THIS COURSE RIGHT FOR YOU?

This course offering is designed for people who:

- are returning to study after several years in the workforce, or
- young people who have had disrupted education through high school and would like to achieve a Year 12 equivalent, entry into a diploma level and above in the VET sector or entry into the Australian Defence Force.
- may not have completed high school or are returning to study as a mature age student.

Students enrolling in this course have already completed 10769NAT Certificate III in Pathways to Further study and will receive auto credits for those equivalent units.

### SERVICES AND STUDY SUPPORT

Additional learning and study tools available for this course:

- Accessibility and Disability Services
- Personal Counselling
- Vocational Counselling
- Learning Support
- Multicultural Support
- Student Support
- Student Support (Aboriginal Identified)

Additional local support is provided through study centres, counselling, Disability Consultants, Online learning resources and support and individual learner support, as required.

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
- Accessibility and Disability Support Services
- Access to Read&Write learning support software at TAFE and at home

## Attendance

To keep you safe while studying, some of our face to face classes may be replaced with online or connected learning. We have also modified our face to face classes to meet physical distancing requirements and increased cleaning on campus. As restrictions ease, the way you attend your class may change again. If work placement and the demonstration of practical skills are requirements of your course, due to the impacts of COVID 19 there may be a delay or modification in being able to undertake these aspects of your course in the planned timeframe. Be assured, we'll keep you informed every step of the way.

This course is currently scheduled on Tuesday, Wednesday and Thursday from 10.00am to 3.30pm. This timetable may change and will be confirmed by your teacher.

## Fee Details

You may be eligible for a concession and/or exemption. This will be confirmed during the enrolment process.**FULLY GOVERNMENT SUBSIDISED**

This course is fully government-subsidised for eligible students, meaning you will not have to pay any course fees. It is part of a program to help people develop the skills they need to get a job, undertake entry level qualifications or transition to a new job.

If you are not eligible for subsidised training, you can still choose to enrol in the course but will need to pay the full (non-subsidised) fee.

## How to Enrol

Enquire now for Semester 2 2020 and be notified when enrolments open.

TAFE NSW is open for business so to find out more information on this course including when it will start and how it will be delivered (face-to-face, in a virtual classroom, self-paced, online or a mixture), submit

an online enquiry by clicking the Enquire Now button on this page. You can also 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.

## Units

ECSDIG401	Develop e-learning skills for academic study
TPCEGL001	Produce written and spoken texts for further study purposes
TPCEGL002	Apply critical language and research skills for further study purposes
TPCHMN006	Analyse contemporary issues in the Asia Pacific region
TPCHMN001	Assess contemporary Australian social perspectives
TPCHMN002	Examine human rights issues, breaches and responses in Australian and international contexts
TPCMT001	Apply mensuration, algebra and trigonometry skills to solve problems
TPCSCN008	Analyse health issues in a global context
ECSCRT402	Examine ethical practices for study
ECSLRN401	Develop academic learning skills

## Career Opportunities

This course may lead to a career in the Australian Defence Forces or employment requiring a Year 12 equivalent qualification.