

COURSE CODE

FSK20113

COURSE

Certificate II in Skills for Work and Vocational Pathways

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 II in Skills for Work and Vocational Pathways

National Course Code: FSK20113 | TAFE NSW Code: FSK20113-01V04-19YNG-014

Qualification Level	Certificate II
Study Type	Full Time
Course Start Date	Anytime
Hours Per Week	16
Duration	18 Weeks
Delivery Locations	Young
Course Fees	Subsidised Prices Fee If Eligible For Subsidy: \$0.00 Non-subsidised Prices Full Fee: \$3,600.00
Course Features	Nationally Recognised Training Traineeship Allowed Apprenticeship Allowed This training is subsidised by the NSW Government Fully Subsidised Course

Course Description

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways.

This qualification is suitable for individuals who require:

- A pathway to employment or vocational training
- Reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 3
- Entry level digital literacy and employability skills
- A vocational training and employment plan.

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

There are no entry requirements for this qualification.

It is assumed that you have literacy and numeracy at Certificate I level for success in this course.

Contact your TAFE NSW campus if you have any questions about your suitability.

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 may need you to demonstrate that you can meet any additional requirements. If this section is empty, there are no additional requirements for this course.

Information Sessions and more about the course

It's all happening at TAFE NSW InfoFest. Register for an information session, head to www.tafensw.edu.au/infofest. Can't attend the Information Session? [Enquire Online](#) or call 131601. Please contact TAFE NSW Young on 131 601 to make an appointment to discuss your enrolment. This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways. It is suitable for individuals who require:

- a pathway to employment or vocational training
- reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 3
- entry level digital literacy and employability skills
- a vocational training and employment plan. Foundation Skills Training Package qualifications may not be listed as an entry requirement for vocational qualifications.

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 will be delivered on Tuesday, Wednesday and Thursday from 9:00am to 1:00pm at TAFE NSW Young. Learners may also attend learner support sessions as required.

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 subsidised by the NSW Government, and as a result your fee is determined through Training Services NSW formal eligibility criteria. This criteria will determine your exact fee. Students who meet additional specified criteria, may be eligible for a concession fee or a fee exemption. In claiming the

concession or exemption students will be required to supply the required evidence to support the claim in accord with the requirements of Smart and Skilled eligibility.

Payment Plans are available through TAFE NSW for Smart and Skilled eligible qualifications.

To activate your eligibility you must pay the student fee component PRIOR to commencement of the 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

Congratulations on deciding to enrol with TAFE NSW!

Enrolling with us is easy, though the exact process does depend on your course and any prerequisites that go with it. The following steps will set you up to study with us: Choose your course and where you want to study Assess your eligibility Obtain your Unique Student Identifier (USI)

If you have any queries, one of our friendly Customer Service Consultants would be happy to assist you. Call 131 601 or send us an enquiry. We can help talk you through all your options.

Find out more about [Applying and Enrolling](#)

Units

FSKNUM14	Calculate with whole numbers and familiar fractions, decimals and percentages for work
FSKNUM15	Estimate, measure and calculate with routine metric measurements for work
FSKOCM07	Interact effectively with others at work
FSKDIG03	Use digital technology for routine workplace tasks
FSKLRG09	Use strategies to respond to routine workplace problems
FSKWTG09	Write routine workplace texts
FSKRDG10	Read and respond to routine workplace information
FSKLRG11	Use routine strategies for work-related learning
FSKRDG08	Read and respond to routine visual and graphic texts
FSKWTG07	Write routine formal workplace texts
ICTICT108	Use digital literacy skills to access the internet
ICTICT106	Operate presentation packages
FSKLRG10	Use routine strategies for career planning
AWTWTG101	Spell familiar English words
FSKLRG07	Use strategies to identify job opportunities
ICTICT102	Operate word-processing applications
ICTICT101	Operate a personal computer

FSKNUM19	Interpret routine tables, graphs and charts for work
FSKNUM17	Use routine maps and plans for work

Career Opportunities

A pathway to employment or vocational training