

Certificate III in Individual Support (Traineeship)

COURSE CODE	CHC33021
LOCATIONS	Workplace training
STUDY MODE	Full-time, Part-time, Traineeship
Length	Full-time, 14 months
Commencement	Start any time
Timetable	On-the-job training. Part-time options available.

Course Overview

This section gives you an introduction to what you will be learning in this course, plus course outcomes, career opportunities, and student support.

Introduction

This qualification reflects the role of workers in the community and/or residential setting who follow an individualised plan to provide person-centred support to people who may require support due to ageing, disability or some other reason. Work involves using discretion and judgement in relation to individual support as well as taking responsibility for own outputs. Workers have a range of factual, technical and procedural knowledge, as well as some theoretical knowledge of the concepts and practices required to provide person-centred support.

Course Outcomes and Career Opportunities

This course will enable you to work as an individual support worker in an aged care, home and [community care](#) and disability setting.

- over the past 10 years jobs in Healthcare and Social Assistance have grown by 26% with Residential Care the biggest driver of growth, growing by 10%
- In 2012 – 350,000 workers in aged care sector, by 2050 there will need to be 1.3m workers in the aged care sector
- 2013 - 2018 – 1 in 4 new jobs created will be in our industry or an additional 229,400 new workers

Locally we are seeing unprecedented growth in the industry with over 90% of our students gained employment or going onto further study within a month of completing the course.

Pathways

This course is a pathway to a number of other qualifications. You may choose to continue to study:

- [Certificate IV in Disability Support](#)
- [Diploma of Nursing](#)

Information Session

Why don't you come along to our next course info session to find out everything you need to start your learning journey? You can chat with our teachers, tour our facilities, learn more about the course, find out about the application process and get your questions answered by our course experts.

[Find the next info session near you](#)

Course Requirements

This section gives you an overview of entry requirements, course units and electives, skills recognition, and assessment criteria.

Entrance requirements & pre-requisites

- You must be employed as a trainee with a registered employer in the relevant industry
- be 18 years old or turning 18 in the year of study
- meet industry vaccination requirements

Many aged care providers are a registered NDIS provider and as such requires an NDIS worker screening check for all students or trainees enrolled in this course. Providers acknowledges that NDIS worker screening checks can take time and will accept proof that students have applied and a statutory declaration that students do not have any issues of concern on their check.

Apprenticeship/Traineeship Entry Requirements

You need to be employed in this field as an apprentice or trainee before commencing this course.

If you are currently **not** employed in this field please contact the [Skills and Jobs Centre](#) for further advice.

Course requirements

To achieve this qualification a total of 15 units of competency must be completed. These must include:
9 core units and 6 elective units.

Trainees may elect to undertake an aging or a disability specialisation or both based on their employment requirements. Please note that in order to meet the entry requirements for CHC43121 Cert IV in Disability Support you will need to complete the Disability specialisation. Please discuss specialisations with your trainee and employer

Units offered

Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCDIV001	Work with diverse people	40	\$0.00
CHCLEG001	Work legally and ethically	55	\$0.00
CHCCOM005	Communicate and work in health or community services	30	\$0.00
HLTWHS002	Follow safe work practices for direct client care	25	\$0.00
HLTINF006	Apply basic principles and practices of infection prevention and control	35	\$0.00
CHCCCS031	Provide individualised support	100	\$0.00
CHCCCS038	Facilitate the empowerment of people receiving support	120	\$0.00
CHCCCS040	Support independence and wellbeing	80	\$0.00
CHCCCS041	Recognise healthy body systems	80	\$0.00

Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
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HLTHPS006	Assist clients with medication	80	\$0.00
CHCCCS044	Follow established person-centred behaviour supports	60	\$0.00
CHCAGE011	Provide support to people living with dementia	80	\$0.00
CHCAGE013	Work effectively in aged care	65	\$0.00
CHCPAL003	Deliver care services using a palliative approach	70	\$0.00
CHCAGE007	Recognise and report risk of falls	30	\$0.00

Assessment

This course involves accredited units. You will be required to complete assessment tasks to demonstrate your underpinning knowledge, skills and attributes to meet the course outcomes. A combination of written, oral and practical assessment strategies will be used in either a classroom, online or workplace environment.

Where units require demonstration of skills in a workplace environment, you will have the opportunity to do this either in your own workplace (where appropriate), through a practical placement, or by using one of the Institute's simulated workshops/classrooms. Detailed information about the types, conduct and dates of assessments will be provided in advance. You will also be provided with information about the opportunity for reassessment and appeal.

After applying

Once you have applied for your chosen course, you will receive a thank you email from South West TAFE with a few steps to help process your enrolment.

Complete a Pre-Training Review

You will receive an email to complete a Pre-Training Review online evaluation. This evaluation helps us tailor your training to suit your needs.

Create or provide a Unique Student Identifier (USI)

A USI is a nationally recognised reference number that provides an online record of your training qualifications gained in Australia.

[Create your USI](#)

Already have a USI but can't remember it? [Find your USI](#)

Skills recognition

If you have experience or prior qualifications, you may be eligible to apply for [recognition of prior learning](#) and gain credits. You will be asked to provide any relevant Statement of Attainment to support identified credits.

Fees

This section gives you an overview of course fees, subsidies, and how they can be paid.

Course Fees

Here's an outline of fees and costs associated with your course.

Your fees each year can be made up of 3 different elements. Everyone has different circumstances that can affect what you pay and how much you pay. :

1. Tuition fees - charged as an hourly rate that varies from course to course. A large portion of the tuition is subsidised by the Victorian Government for eligible students.
2. Resource and/or materials costs - covers the cost of materials and other incidentals. This fee will vary according to the course being undertaken.
3. Booklist items - such as textbooks, equipment and stationery recommended for your course

Tuition fees

There are 4 different rates of tuition fees. Only one will apply to you (depending on your eligibility and circumstances).

- Government Subsidised Fee** - you could be eligible for a government-subsidised rate under the Skills First funding depending on your age, educational history, and citizenship or residency status. If you are eligible, the government will contribute to the cost of your training.
[Find out more about subsidised training](#)
- Government Subsidised Concession Fee** - If you are eligible for a Skills First government-subsidised place and hold a current healthcare or pension card, that you can provide at enrolment, you may be eligible for the concession rate. Note, the concession rate is not applicable to Diploma level courses.
[Find out more about concession rates](#)
- If the course is a Free TAFE course or part of the Free TAFE Pathways Program** - Eligible students will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). Any resource or material costs, or booklist items for this course are listed in the table below.
[Find out more about Free TAFE](#)
[Find out more about Free TAFE Pathways Programs](#)
- Full fee** - If you are not eligible for a Skills First government-subsidised place, exemption, concession or are enrolling in a course that isn't government-subsidised, you may be required to pay the full fee rate.

FIND OUT MORE ABOUT FEES AND ELIGIBILITY

The fees listed below are indicative only. The course fees published are subject to change given individual circumstances at enrolment. Course fee funding is made available to eligible individuals by the Victorian and Commonwealth Governments. If funding is utilised, this may affect opportunities to access additional funding in the future. An accurate quote for this course will be provided during the enrolment process.

Course fees by student type	Indicative Course Fee
Government subsidised rate (if eligible)	\$3,800.00
Concession rate	\$760.00
Full fee rate (if not eligible for govt subsidy)	\$13,160.00

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$60.38

This is a Free TAFE course

Students who are eligible for Free TAFE place will not pay course tuition fees for the duration of their enrolment in this course, however, there may be some consumable/material fees for the course (find out more below). The consumable fees for this course are listed in the above table.

[Find out more about Free TAFE courses and eligibility](#) or contact our Customer Service team.

This course is part of the Free TAFE Pathways Program

A Free TAFE Pathways Program is a group of courses that complement each other to help you continue to train for the career and industry you may wish to work in. For eligible students, these courses are tuition fee free. Depending on the course, you may still be required to pay material fees. The consumable fees for this course are listed in the above table.

[Find out more about the Free TAFE Pathways Program and eligibility](#) or contact us.

Resource and/or materials costs

Some courses require specific resources or materials necessary for your study eg: tools of the trade, excursions, etc. Final costs will be determined upon enrolment.

Booklist

Your course may require you to purchase additional materials or books (eg uniform, stationery, textbooks). Some of these items are optional and some are mandatory. You can purchase these items from Campion Education, second-hand or via another supplier. [Click here to find out more.](#)

You can download the booklist for this course here: <https://swtafe-prod-cdn.azureedge.net/media/f5whq1o2/south-west-tafe-certificate-iii-individual-support-2025-v1.pdf>

How do I pay my fees?

Once we have processed your enrolment form, you will receive an email with your invoice.

You have [three options when organising your payment](#):

1. [Upfront payment](#) - can be made over the phone with EFTPOS
2. [Payment plan](#) - can be directly debited from your bank account, debited from your Centrelink payments or via a [VET Student Loan](#) (for diploma or advanced diploma courses only)
3. [Paid by employer, school or job network agency](#) - if your fees are being paid by your employer, school or job network agency, you will need to complete an Authority to Invoice form.

Payments will need to be arranged within five(5) business days of receiving the email containing your invoice.

We also offer a range of [scholarships](#) each year which you may be eligible to apply for to assist with course fees.

Next Steps

Ready to take the next step? Here you can make an enquiry, attend an information session or begin the application process.

How to apply

There are [five simple steps to apply for a course](#) with us.

1. Apply - complete a [short online application form](#). Once this form is submitted we'll send you a thank-you email.
2. Literacy and Numeracy Assessment - we will assess whether you need to undertake a Language, Literacy and Numeracy (LLN) assessment and email it to you if required.
If you are not required to undertake this assessment, you will skip to step 3.
3. Chat to our team - your teacher or course specialist will contact you to discuss the course in more detail and ensure the right units of study are selected for you.
4. Enrol – you will be sent an email to accept your offer for the course. By accepting, you will be directed to verify your details and submit your enrolment for processing.
5. Pay - once we've completed your enrolment, we will send you an invoice to arrange [payment of your course fees](#).

If you need any assistance with applying, [contact our team](#) on 1300 648 911 or visit your nearest campus.

Careers and Course Advice

Not sure which course is right for you? South West TAFE will help you find your way.

Our Careers Coaches at the [Skills and Jobs Centre](#) is here to support you. Whether you're exploring career options, transitioning from school to the workforce or looking to study after school we're here to help you.

Student Support

As a SWTAFE student, you can access a variety of support services that will enhance your study experience and help you complete your studies successfully. For more information about any of these services, [visit our student page](#).

