

# Certificate III in Education Support

COURSE CODE	CHC30213
LOCATIONS	Warrnambool
STUDY MODE	Full-time, On Campus, Online, Workshops
Length	12 months
Commencement	February, July
Timetable	Two days a week of directed and self-directed study including two virtual classes a week. Plus one day class a month and school holiday workshops at the Warrnambool campus (other campuses offered on demand). Plus 100 hours of work placement, usually one day per week for the majority of the course

## 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.*

### Study from home during COVID-19 restrictions

Whilst we pride ourselves on our hands-on training, we have had to adjust most of our courses for study from home and remote learning during the COVID-19 restrictions. This means courses will be delivered using a range of methods including online learning, virtual classrooms, workbooks and direct contact with your teacher.

Given the government restrictions that are now in place to reduce the spread of coronavirus in Australia, we expect this new model of study will continue until the government makes changes to these restrictions.

## Introduction

The Certificate III in Education Support has become a very popular teacher's assistant course in Australia. It's a nationally recognised education support course which has a special focus on assisting a teacher in a range of different classroom contexts.

This qualification has been particularly popular among parents who are looking for a rewarding career. It involves assisting a teacher in the classroom and contributing to the overall growth and development of children. Education Support roles typically work during 'school hours' that fit in with parents that look after their own children.

It is also a great course to undertake during your gap year. It provides an excellent grounding if you wish to continue to study teaching at university.

We also offer this course as a [traineeship](#), enabling you to earn while you learn.

## What will I Learn?

During this course, you will gain hands-on skills and experience in:

- supporting numeracy skill development
- how to work with students and colleagues
- supporting learning for students with disabilities
- supporting students with additional needs
- supporting the behaviours of children and young people
- assisting in the implementation of planned educational programs
- contribute to the organisation and management of the classroom
- supporting the development of literacy and oral language skills

## Mode of delivery

Two days a week of directed and self-directed study including two virtual classes a week. Virtual classes are a live online teaching and learning environment where teachers and students can present course materials, engage and interact with one another, and work in groups together.

Plus there will be one day class a month and school holiday workshops at the Warrambool campus (other campuses offered on demand).

You will also be required to undertake 100 hours of work placement during the course. This is usually one day per week for the majority of the course.

## Course Outcomes and Career Opportunities

- Education assistant
- [Education support worker](#)
- Literacy worker
- Teacher aide
- Teacher assistant

## Pathways

After completion of this course, you may choose to advance your skills and continue further study in the [Certificate IV in Education Support](#).

## Placement

You will be required to undertake 100 hours of work placement during the course. This is usually one day per week for the majority of the course.

Placement is organised by South West TAFE.

## 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 in Transition

Industry is constantly having input into training packages to ensure course content is relevant and industry specific. Where this occurs, the course code, title, units and content may change in the future and you may be enrolled into the new qualification. If relevant, further information will be provided on our website, upon enrolment and/or during the course of your training.

## Course Requirements

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

### Entrance requirements & pre-requisites

- All applicants will complete a [literacy and numeracy](#) assessment
- All applicants must be interviewed by teaching department
- All applicants are required to have a Working With Children Check
- [First Aid certificate required](#) (must be current at time of completion of course).

First Aid unit is not offered as a timetabled unit, applicants will be responsible for their completion of this unit.

## Course requirements

To be eligible for this qualification you must successfully complete 17 units: 12 core and 5 elective.

There is also a mandatory requirement for students to undertake minimum 100 hours of work placement in a school environment while undertaking their study.

## Units offered

### Core Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCDIV001	Work with diverse people	40	\$0.00
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	25	\$0.00
CHCECE006	Support Behaviour of Children and Young People	30	\$0.00
CHCEDS001	Comply with legislative, policy and industrial requirements in the education environment	35	\$0.00
CHCEDS002	Assist in implementation of planned educational programs	40	\$0.00
CHCEDS003	Contribute to student education in all developmental domains	50	\$0.00
CHCEDS004	Contribute to organisation and management of classroom or centre	30	\$0.00
CHCEDS005	Support the development of literacy and oral language skills	55	\$0.00
CHCEDS006	Support the development of numeracy skills	50	\$0.00
CHCEDS007	Work effectively with students and colleagues	40	\$0.00
CHCEDS017	Contribute to the health and safety of students	30	\$0.00
CHCEDS018	Support students with additional needs in the classroom environment	30	\$0.00

### Elective Units

Unit Code	Unit Name	Unit Hours	Unit Consumables
CHCEDS008	Comply with school administrative requirements	30	\$0.00
CHCEDS012	Set up and sustain individual and small group learning areas	18	\$0.00
CHCEDS016	Support learning for students with disabilities in a classroom environment	35	\$0.00
HLTWHS001	Participate in Workplace Health and Safety	20	\$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).

1. 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](#)
2. 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](#)
3. Free TAFE - Students who are eligible for Victorian government-subsidised training 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](#)

4. 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 student tuition fees as published are subject to change given individual circumstances at enrolment. Funding made available to eligible individuals by State and Commonwealth Governments. If funding is utilised, this may affect future opportunities to access additional funding in the future.

Course fees by student type	Indicative Course Fee
Government subsidised rate (if eligible)	\$1,970.00
Concession rate	\$395.00
Full fee rate (if not eligible for govt subsidy)	\$8,210.00

  

Additional course fees	Indicative Course Fee
Course consumable/materials (approximate)	\$50.00

## **This is a Free TAFE course**

Students who are eligible for Victorian government-subsidised training 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](#) or chat with our Customer Service team on [1300 648 911](tel:1300648911), or visit a [SWTAFE Campus](#).

## **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, however, you are able to choose where to purchase these items from (including second hand).

You can download the booklist for this course here: <https://www.swtafe.edu.au/media/2604/chc30213-certificate-iii-in-education-support.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. **Get ready** - your thank-you email will contain links to a pre-training review, to a unique student identifier and to government-subsidised training eligibility.
3. **Chat with your teacher** - your teacher or course specialist will contact you about your Pre-Training Review outcomes and additional course information.
4. **Enrol** - after chatting with your teacher, you will receive an email with your enrolment form and a link to verify your identity.
5. **Sign** - once you've completed your enrolment, you will receive a declaration form to review and sign.

If need any assistance with applying, [contact our Customer Service 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](#).