

Certificate III in Education Support (Traineeship)

COURSE CODE	CHC30213
LOCATIONS	Workplace training
STUDY MODE	Full-time, Traineeship
Length	12 months
Commencement	Start any time
Timetable	Workplace assessments and training

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 that involves assisting a teacher in the classroom and contributing to the overall growth and development of children, while being able to work 'school hours' in order to fit in with looking after their own children. It is also well suited to students who have completed Year 12, and are undertaking a gap year. Additionally the course provides an excellent grounding for those wishing to study teaching at University.

Students will work full time as a trainee in a primary or secondary school.

Course Outcomes and Career Opportunities

- Education assistant
- Education support worker
- Literacy worker
- Teacher aide
- Teacher assistant

Pathways

It is possible to undertake further studies in Education Support at Certificate IV and Diploma levels.

Placement

Students are to be working full time in a primary or secondary school throughout their traineeship.

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.

Apprenticeship/Traineeship Entry Requirements

You need to be employed in this field as a 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 be eligible to be awarded this qualification you must successfully complete 17 units.

12 core and 5 elective units.

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
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
CHCPRT001	Identify and Respond to Children and Young People at Risk	40	\$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. [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 and may be subject to change without notice and given individual circumstances. Your actual fees will be calculated based on your individual circumstances at the time of 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.

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](#).

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. Call, email or drop in.

Call 5564 8515 or email skillsandjobscentre@swtafe.edu.au

How to apply for an apprenticeship or traineeship

There are five simple steps to apply for an apprenticeship or traineeship with us.

1. **Find a job** - find a job as an apprentice or trainee through an Apprenticeship Centre or Group Training Company.
2. **Register** - register with an Australian Apprenticeship Support Network (AASN) and nominate SWTAFE as your training provider (your employer will usually do this for you).
3. **Complete a pre-training review** - SWTAFE staff will contact you to organise your Pre-Training Review once your AASN contract registration is complete.
4. **Enrol** - complete the enrolment form provided to you and provide your identification.
5. **Sign** - once you've completed your enrolment form and verified your identification you will receive your student declaration form to review and sign. You can sign this digitally via your smartphone, computer or tablet.

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

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](#).