



CERTIFICATE I IN WORK EDUCATION

OVERVIEW

This course is designed to support post-school-age learners with permanent intellectual disabilities to develop the skills they need to explore work options and to access pathways to further vocational education and training. It provides learners with opportunities to improve their employability and work readiness skills, and to develop an individual education plan focused on personal strengths.

Students participate in work placement for up to 20 days and experience a variety of vocational tasters throughout the course. A two-day camp provides opportunities for students to celebrate their achievements and share successes with their teachers at the conclusion of the course.

LEARNING OUTCOMES

- Contribute to health and safety of self and others
- Participate in job-seeking activities
- Develop an individual vocational plan with support
- Develop personal management skills for work
- Participate in vocational tasters/activities
- Participate in practical placement with support
- Work effectively with others
- Participate in basic workplace communication
- Use a range of basic functions on a personal digital device
- Explore a potential micro business opportunity, develop an implementation plan/business plan with support, conduct a small market test, and review the market test.

COMPULSORY UNITS

VU23028 Develop and apply an individual vocational plan with support
VU23029 Develop personal management skills for work
VU23030 Participate in vocational activities
VU23031 Participate in practical placement with support
MSMWHS100 Follow WHS procedures
VU22787 Prepare for employment
VU23032 Develop workplace communications skills
VU23033 Explore a micro business opportunity
BSBITU111 Operate a personal digital device
TLIG1001 Work effectively with others

ASSESSMENT

Assessment will be through your portfolio, participation in class and in field placement, and class assignments.

CERTIFICATION

By successfully completing this course you will receive a nationally recognised AQF Qualification - Certificate I in Work Education.

CAREERS

Successful completion of this course may lead you to opportunities such as traineeships, apprenticeships, or other employment options.

DELIVERY METHODS

- On-campus – The majority of teaching and assessment is conducted on-campus

LOCATIONS

- McKoy Street, Wodonga Vic (Main campus)

DURATION

Full-time: 10 months

DELIVERY SCHEDULE

On-campus: Register your details via the 'Enquire Now' form to be notified when future dates are scheduled, or to chat to our friendly Customer Experience team.

FIELD PLACEMENT

While most of the learning occurs in the classroom there are frequent excursions and outings scheduled throughout the year. Placements will vary per study stream. Students will also be required to participate in a practical work placement for up to 20 days.

REQUIREMENTS

Students must have evidence of a permanent cognitive impairment or intellectual disability. All potential students must attend a pre-training interview to determine their suitability, to discuss goals, and to identify any barriers to learning.

As a student you are expected to attend all your TAFE classes. As a student your active participation in all activities is critical to your success. If you are absent from a class for a period of 4 weeks you may be withdrawn from the unit. Once you have been withdrawn you will need to re-enrol and pay a new enrolment fee. Please make sure that a medical certificate is provided for extended absences (1 week or more).

Our aim is to help you develop your independent living skills and your self-confidence so that you can be an active participant in your local community. This program will help you determine an appropriate pathway to further studies, employment and/or volunteer work. Learning should always be enjoyable, so make sure you participate in all activities, have some fun, and ask for help from your teacher and fellow students when you need it.

- Success requires full attendance
- Come to class prepared to learn
- Everyone has the right to an education
- Follow reasonable instructions
- No-one has the right to distract others
- Punctuality is expected
- Put in your best effort whilst in class
- Respect people and property.

FEES

Government Funded \$3,015.00 (Tuition \$2,970.00, Materials \$45.00)

Concession \$639.00 (Tuition \$594.00, Materials \$45.00)

Fee For Service \$5,175.00 (Tuition \$5,130.00, Materials \$45.00)

FEES ADDITIONAL INFORMATION

Additional course costs that may apply

Please note depending on individual circumstance there may be additional costs that apply throughout the completion of your qualification. These will be discussed further with your Course Coordinator, and may include:

- Working With Children Check
- National Police Check
- Vaccination requirements
- Workwear requirements for work placement
- Travel requirements to placement
- In addition to supplied materials, it is also recommended you bring: A4 lecture notebook or paper, ruler, pens, pencils, eraser and pencil case.

The student tuition fees published are indicative only and can be subject to change given 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. For more information see 'Fee information and eligibility' under the 'Apply Now' tab on the Wodonga TAFE website.

HOW TO APPLY

To apply for our Access Education courses, please contact our friendly Customer Experience team to arrange an interview with our Access Education teachers.

Otherwise, please apply online via the 'Apply now' button in the course information page. If the course is not available for online application, register your details via the 'Enquire Now' form to be notified when future dates are scheduled, or to chat to our friendly Customer Experience team.

Please note: We reserve the right to close course intakes early. Many courses have limited places and high demand. Early applications are recommended. We reserve the right to cancel intakes and courses if there are insufficient student numbers.

PATHWAYS

After you complete this course you may find opportunities for employment, volunteer work, or your own micro-business. Or you may like to continue with further study opportunities in an industry area of your personal choice. Students may also go on to further study in the Certificate II in Work Education which will enable students to continue to build confidence and essential skills for entering the workforce. .

WHEN YOU CAN ENROL

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INFORMATION SESSIONS

Information sessions can be individualised - please contact us to arrange a time.

Students may also attend a 'School Experience Day' on campus, or in term 3 of each year we have a 'Come and Try' day where future students are welcomed on campus to explore student life.