



# CERTIFICATE IV IN SCHOOL BASED EDUCATION SUPPORT

Teacher Aide  
Bridging Program  
From Cert III to Cert IV

**CHC40221: COURSE OUTLINE**

[www.adapteducation.com.au](http://www.adapteducation.com.au)

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## COURSE OVERVIEW

Welcome to Adapt Education!

This course is suitable if you have recently completed CHC30221 Certificate III in School Based Education Support and are looking to upgrade to **CHC40221 Certificate IV in School Based Education Support**. You may or may not be currently working as a teacher aide. Upgrading may lead to the following benefits: improved employment/promotion opportunities, increased level of skills and knowledge, increase in pay scale, pathway to higher education in university.

## ENTRY REQUIREMENTS

You must have completed CHC30221 Certificate III in School Based Education Support (not an older version of the qualification). A working with children check (also known as a blue card in Qld) must be obtained if you are engaging in a vocational placement. Refer back to our website for links to each State or Territory agency responsible for working with children checks.

## COURSE STRUCTURE

The Certificate III & Certificate IV in Education Support qualifications have a lot of overlap. Instead of completing all 17 units in the Certificate IV, you just complete the gaps between the Certificate III and the Certificate IV.

In order to achieve this qualification students' will typically complete a gap assessment and 6 or more units. The number of units you need to complete will depend on the elective units you have previously completed in your Certificate III. If you have completed the previous course CHC30213 Certificate III in Education Support additional gap assessments will be issued.

Below is a break-down of how the course may be structured.

**Credit Transfers:** Some units from your Certificate III will come straight across to your Certificate IV. No further assessment will be required for units receiving a credit transfer.

**Recognition of Prior Learning (RPL):** Some of the units in the Certificate IV cover similar concepts and criteria to units in the Certificate III. We have developed a **gap assessment** to address these gaps.

**Learning and Assessment Pathway:** There are some units in the Certificate IV that cover new concepts and learning areas. You will be enrolled into these units and will complete all learning and assessment for them.

## STUDY MODE

**Self-paced** study means that you can study at times and locations that suit you. No assessment due dates and no timetabled lectures or webinars. You can choose to study online using an interactive student portal or via correspondence with all materials posted out to you. Fast track your study or take your time – the choice is yours.

## DURATION

You will have 12 months to complete this program. Please note that students receiving government funding may be obligated to complete the program in a set time frame.



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## ONLINE OR CORRESPONDENCE?

For the theory component of your course, you may choose:

- Online: benefit from an easy to navigate elearning course. The online course is interactive, meaning less readings and more visually engaging resources.
- Correspondence: receive course resources in a hardcopy format. Resources are presented in a student portfolio for easy management. Assessment is provided on a USB stick.

## PRACTICAL

This course requires that students' complete 100 hrs in a relevant industry area. Your hours may be achieved through existing employment arrangements or through a vocational placement. Adapt Education can arrange your placement for you or you can choose to make your own arrangements. You may do your placement as a full time block or part time (e.g. 2 days per week) at any stage throughout your course. Students who have previously completed their hours may be required to complete more to enable the practical component of the units they are completing to be observed. Please ensure that you discuss your specific situation with us prior to or during your pre-enrolment interview.

## GOVERNMENT FUNDING

This course is approved for funding through the following agencies/programs:

- Higher Level Skills Subsidy (eligible QLD residents only)
- Centrelink (Education Supplement)

### Higher Level Skills Subsidy - Eligibility Criteria:

- Be aged 15 years or above and no longer be at school
- Permanently reside in Queensland
- Be an Australian citizen or New Zealand citizen or Australian permanent resident (including those with a visa on the pathway to permanent residency).
- Not hold or be currently enrolled in a Certificate IV or higher level qualification (Does not include qualifications completed at school or abroad)

Students approved for the Higher Level Skills Subsidy will pay a student contribution fee. Concession card holders, Aboriginal or Torres Strait Islander people and will receive a concession.

## PAYMENT

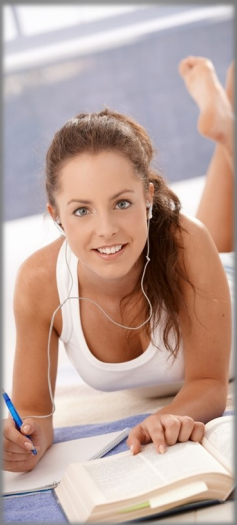
**Payment plans** are offered with no additional fees or charges. You can nominate the instalment amount and frequency you are comfortable with.

CHC40221 Certificate IV in School Based Education Support—Bridging	Non-Concessional	Concessional
Standard course fee	from \$1180*	from \$1130*
For students who qualify for the Higher Level Skills Subsidy	\$100 (\$11.11/unit)	\$50 (\$5.55/unit)

- It is recommended that you submit your academic transcripts from your Certificate III course prior to enrolling to confirm your eligibility for this program and to confirm a course price.\*
- Price quoted is for self-paced study.
- Enrolments cannot be accepted from international students or those in Australia on a student or education visa.
- Additional fees apply if you are completing the first aid unit as part of your course.

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## HOW TO ENROL

Read the Student Handbook and this Course Outline before you enrol:

1. Go to [adapteducation.com.au/enrol](http://adapteducation.com.au/enrol) to complete your enrolment online; OR
2. Call us on 1300 380 335 to enrol over the phone.

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## STUDENT SUPPORT

Regardless of the study mode you select, you will have unlimited access to your trainer through phone, email and instant messaging. We pride ourselves on having quick response times to every query. Delivery and assessment of this course can be customised. Please discuss your options with Adapt to ensure that we have created the course that best suits you.

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## ASSESSMENT

Your assessment consists of two key areas:

- Theory assessment: text activities, written questions, projects, evidence portfolios.
- Practical assessment: includes demonstration of your skills in the workplace. Recorded as observations by your supervisor, practical placement person or trainer.

## FIRST AID

You have the option of selecting HLTAID012 Provide first aid in an education and care setting as an elective unit within this course. If selecting HLTAID012 as an elective:

- The cost of the first aid unit is not included in Adapt Education's course fee. You will need to pay the listed course fee to your selected first aid provider.
- Ensure that you are booking into a first aid course that includes the nationally recognised unit HLTAID012 Provide first aid in an education and care setting
- Provide a copy of your Statement of Attainment to Adapt in order to receive a credit.

## COURSE COMPLETION

On successful completion of all course requirements you will be issued a Nationally Recognised Certificate IV in School Based Education Support (CHC40221). All students completing or discontinuing their studies will be required to complete a Training and Employment Survey.



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