

TAE40122

Certificate IV in Training and Assessment (Upgrade from TAE40110 or TAE40116)



Duration

0-2 days



Entry Requirements

Yes



Delivery

RPL/Credit Transfer plus Live Zoom or Face-to-Face Classes (if required)



Accreditation

This is a nationally recognised qualification

This self-paced upgrade program has been developed for qualified trainers and assessors currently working in a VET training environment and who hold the superseded TAE40110 or TAE40116 Certificate IV in Training and Assessment qualification.

While it is currently not a requirement for those who have TAE40116 to upgrade to TAE40122 according to the Standards for RTOs, it is important because it ensures that trainers and assessors are equipped with the latest industry knowledge, skills, and practices required to effectively train and assess learners. Additionally, holding the latest TAE credentials and demonstrating that you have current knowledge and skills in vocational training increases your employability opportunities by being one step ahead!

Keep your qualification up to date for delivering training and assessment services in the vocational education and training (VET) sector or the workplace by enrolling in one of our two delivery options.

Our TAE40116 to TAE40122 upgrade program is offered either via a streamlined Recognition of Prior Learning (RPL) and Credit Transfer process or via Training and Assessment which includes live Zoom classes to complete projects.

Guidance and support are available every step of the way from our local trainers and assessors. Quality is worth it, and we know you'll appreciate our efforts to make sure any course you study with us is educationally robust, engaging and streamlined.

We're here to help you succeed!

Who is this for?

This upgrade program is specifically designed for individuals who **hold TAE40110 or TAE40116 Certificate IV in Training and Assessment** who are currently working in the VET sector who choose to proactively pursue their professional development and currency.

What You'll Learn

When you finish this course, you'll have provided evidence demonstrating your ability to:

- Work in a vocational education environment
- Design and develop learning programs
- Plan and organise training delivery
- Link learning to standards/benchmarks
- Facilitate learning to groups and individuals
- Evaluate the impacts of learning programs
- Utilise learning resources and equipment
- Assess competence
- Participate in assessment validation

Career Opportunities

This course is designed for people interested in maintaining their capacity to be an:

- Enterprise/workplace trainer and assessor
- Registered training organisation (RTO) trainer and assessor
- Training adviser or training needs analyst
- Vocational education teacher
- Adult educator

Entry Requirements

- Hold a TAE40110 or TAE40116 Certificate IV in Training and Assessment, including specific units as specified in the selected course option.
- Currently be training and assessing in an RTO environment.
- Demonstrate vocational competency in your training and assessing area. Vocational competency is defined as broad industry knowledge and experience and may include holding a relevant qualification.

Duration

You have 12 months from course commencement to complete this qualification.

Delivery Options

Most of the units in TAE40122 are not equivalent to those in TAE40110 or TAE40116 and therefore additional evidence is required to upgrade.

1. FLYING SOLO

For practicing VET professionals who can provide RPL and Credit Transfer evidence from a current workplace.

2. GUIDED UPGRADE

For practicing VET professionals who want structured support and flexibility to upgrade through a blend of RPL, CT, live classes and self-paced activities.

Course Outline

To complete this qualification you must demonstrate competency in a total of 12 units. 6 of these units are core and 6 are electives, of which 3 must be selected from Group A. The electives chosen represent a broad understanding, best practice and RPL potential experienced VET trainers and assessors.

Units of Competency	Core/ Elective	Equivalency and Requirements
TAEPDD401 Work effectively in the VET sector	Core	New unit - RPL evidence required
BSBAUD412 Work within compliance frameworks	Elective	Current imported elective - RPL evidence required
TAEDES411 Use nationally recognised training products to meet vocational training needs	Core	Not equivalent to TAEDES401 - RPL evidence or gap training required
TAEDES412 Design and develop plans for vocational training	Core	Not equivalent to TAEDES402 - RPL evidence or gap training required
BSBINS303 Use knowledge management systems	Elective	RPL evidence required
TAEDEL411 Facilitate vocational training	Core	Not equivalent to TAEDEL401 - RPL evidence or gap training required
TAEDEL311 Provide work skill instruction	Elective – Group A	Equivalent to TAEDEL301 - Credit Transfer
TAEDEL412 Facilitate workplace-based learning	Elective – Group A	Equivalent to TAEDEL402 - Credit Transfer
BSBCMM411 Make presentations	Elective	Current unit - Credit Transfer
TAEASS412 Assess competence	Core	Not equivalent to TAEASS402 - RPL evidence or gap training required
TAEASS413 Participate in assessment validation	Core	Not equivalent to TAEASS403 - RPL evidence or gap training required
TAEDEL414 Mentor in the workplace	Elective – Group A	TAEDEL414 - Equivalent to TAEDEL404



Course Materials

Your learning resources will include:

- Training Manuals
- Resource Library containing document templates, samples, fact sheets and explainer videos
- Access to live Zoom and face to face classes (if needed at an additional cost of \$150 per day) and online discussion forums
- Access to our Learning Management System

You will also be able to access our weekly “Homework Club” tutorials and one-on-one support calls.

Technology Requirements

During your studies, you will need access to the following:

- Computer with compatible, up-to-date operating system
- Printer, scanner and mobile phone
- Current web browser (Chrome, Safari or Firefox)
- Email address and stable Internet connection access
- Microsoft Office - including Word, Excel and PowerPoint
- Adobe reader

Assessment

Assessment is a combination of:

- Direct credit/Credit transfer
- RPL evidence
- Written questions
- Case studies
- Practical assessment

Specific activities have been developed for experienced trainers to bridge the “gaps” that exist between TAE40110 or TAE40116 and the requirements of TAE40122 in the most efficient way possible.

Further Training Options

If you successfully complete this qualification you could continue your studies in higher level adult education qualifications within the VET sector such as TAE50122 Diploma of Vocational Education and Training. You may also choose to enrol in a specialised Skill Set such as Learning Support, Online Learning and Assessment, Advanced Facilitation or Foundation Skills to enhance your skills and career opportunities.

Fee Information

Please see our full [Fee Schedule](#) for information about unit costs (where applicable), RPL fees and Refund Policy.