

22257VIC Certificate IV in EAL (Employment / Professional)

General: Certificate IV in EAL (Employment / Professional) outcomes are designed for those who need to develop English language skills to participate in specialised or technical and complex verbal and written interactions and transactions in the Australian workplace.

The purpose of this course is to provide a clear pathway for students who want to develop English language and literacy skills and knowledge to make the transition into employment in a professional area.

This course enables participants from a range of cultural and educational backgrounds to develop English language skills, including:

those who have immigrated to Australia who are recent arrivals;

those who have immigrated to Australia and are longer term residents returning to study, to improve their English skills after having previously worked in low skilled jobs or having been out of the workforce;

Indigenous Australians who are learning English as an additional language or dialect.

Entry: Entry to this course is determined according to the following criteria:

a participant's current English language skills. (The Listening and Speaking and Reading and Writing units in the Framework will provide the basis for initial assessment processes and placement of participants at the appropriate proficiency level);

a participant's prior formal education experience, both overseas and in Australia any prior EAL learning;

a participant's learning and pathway needs including employability skills, literacies (digital and other literacies), and further educational and vocational training needs.

Every student will be required to complete the English Interview and Assessment test and a Pre-Training Interview. Students must also be at least 18 years of age.

Vocational or educational outcomes: Students can go into a range of employment options.

Assessment: Strategies include a variety of assessment methods and evidence gathering techniques, which offer an integrated approach to assessment.

Assessment methods and tools may include: verbal presentations, multi-media presentations, portfolios, student self-assessments, on-going teacher assessment, direct observation, simulated role plays, third party feedback e.g. from teachers, community members or peers, verbal questioning to confirm linguistic, sociolinguistic and cultural knowledge.

Units

Unit Code	Unit Descriptor
VU21474	Analyse and participate in complex conversations
VU21492	Present and listen to complex oral presentations in an employment or professional context
VU21495	Critically read and write formal letters and complex prose texts for professional purposes
VU21496	Critically read, write and edit complex descriptive texts in a professional context
BSBWRT401	Write complex documents
TLIE4006	Collect, analyse and present workplace data and information
VU21482	Research current issues
VU21061	Respond to an advertised job

Course duration: 6 months

This Training is delivered with Victorian and Commonwealth Government Funding. Eligibility criteria apply. People with disabilities are encouraged to apply.