

# Training Services Australia – Calendar of Public Courses for 2017 (Click on a Date to Enrol)

Course		Duration	Fee	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Course in Field-based Training and Assessment (10235NAT)	Provide work skill instruction	3 days	\$695		<u>13 - 15</u>			<u>15 - 17</u>			<u>14 - 16</u>			<u>20 - 22</u>	
	Carry out workplace assessments	2 days	\$600		<u>16 - 17</u>			<u>18 - 19</u>			<u>17 - 18</u>			<u>23 - 24</u>	
Cert IV in Training and Assessment (TAE40110)	Introduction to Vocational Education and Training	2 days	\$500	<u>9 - 10</u>		<u>8 - 9</u>		<u>1 - 2</u>		<u>3 - 4</u>					
	Design & Deliver Training	5 days	\$950		<u>6 - 10</u>		<u>3 - 7</u>		<u>12 - 16</u>		<u>7 - 11</u>				
	Plan, Organise & Facilitate Workplace Learning	2 days	\$500	<u>30 - 31</u>		<u>27 - 28</u>		<u>22 - 23</u>		<u>24 - 25</u>					
	Workplace Assessment	5 days	\$950	<u>16 - 20</u>	<u>20 - 24</u>	<u>20 - 24</u>		<u>8 - 12</u>		<u>10-14</u>	<u>14 - 18</u>				
Address adult language literacy and numeracy (LLN) skills		1 day	\$300			<u>13</u>			<u>29</u>				<u>16</u>		
Presentation Skills		2 days	\$500			<u>15 - 16</u>			<u>14 - 15</u>			<u>13 - 14</u>			<u>13 - 14</u>
Learner Engagement and Participation (LEAP)**		2 days	\$695**		<u>2 - 3</u>					<u>17 - 18</u>					<u>18 - 19</u>
Cert IV in Leadership and Management (BSB42015)	Leadership, Team effectiveness and diversity	5 days	\$1200		<u>13 - 17</u>		<u>3 - 7</u>		<u>26 - 30</u>		<u>28 - 1 Sep</u>			<u>6 - 10</u>	
	Planning, Organising and Risk Management	4 days	\$950		<u>27 - 2 Mar</u>			<u>29 - 1 Jun</u>			<u>7 - 10</u>			<u>20 - 23</u>	
	Workplace Communication and Continuous Improvement	4 days	\$950			<u>27 - 30</u>			<u>6 - 9</u>			<u>4 - 7</u>			<u>4 - 7</u>
	WHS for Supervisors	2 days	\$550			<u>1 - 2</u>		<u>29 - 30</u>		<u>24 - 25</u>		<u>18 - 19</u>		<u>27 - 28</u>	
Certificate IV in Work Health and Safety (BSB41415)	Research and apply WHS legislation	4 days	\$950		<u>13 - 16</u>			<u>22 - 25</u>			<u>28 - 31</u>			<u>27 - 30</u>	
	WHS communication and consultation	3 days	\$695			<u>8 - 10</u>			<u>19 - 21</u>			<u>27 - 29</u>			<u>18 - 20</u>
	WHS management systems and risk management	3 days	\$695		<u>1 - 3</u>		<u>26 - 28</u>			<u>31 - 2 Aug</u>				<u>20 - 22</u>	
	Emergency prevention and incident response	4 days	\$950			<u>13 - 16</u>			<u>12 - 15</u>			<u>11 - 14</u>			<u>11 - 14</u>
Safety and Health Reps Course*		5 days	\$900*	<u>9 - 13</u> <u>16 - 20</u>	<u>6 - 10</u> <u>20 - 24</u>	<u>13 - 17</u> <u>27 - 31</u>	<u>3 - 7</u>	<u>1 - 5</u> <u>15 - 19</u> <u>29 - 2 Jun</u>	<u>12 - 16</u> <u>26 - 30</u>	<u>10 - 14</u> <u>17 - 21</u> <u>24 - 28</u>	<u>7 - 11</u> <u>21 - 25</u> <u>28 - 1 Sep</u>	<u>11 - 15</u> <u>18 - 22</u>	<u>2 - 6</u> <u>16 - 20</u> <u>30 - 3 Nov</u>	<u>13 - 17</u> <u>27 - 1 Dec</u>	<u>11 - 15</u>
Safety and Health Reps Refresher**		2 Days	\$550**		<u>27 - 28</u>		<u>27 - 28</u>		<u>8 - 9</u>			<u>4 - 5</u>			<u>4 - 5</u>
Assignment Support Workshops		1 day	\$120			<u>1</u>	<u>27</u>		<u>30</u>		<u>31</u>		<u>31</u>		<u>14</u>

Training Services Australia strongly recommends that people undertaking the Certificate IV in Training and Assessment (TAE40110), the Certificate IV in Leadership and Management (BSB42015) and the Certificate IV in Work Health and Safety (BSB41415) schedule a maximum of one workshop per month, as the training is intensive and each workshop is accompanied by a comprehensive workplace assignment.

\* Note that an additional assessment fee of \$150 applies for those undertaking the Safety and Health Representative's Course who wish to be formally assessed against the units of competency on which the course is based. This assessment is an optional component of the course  
 \*\* The fee for the LEAP and SHR Refresher courses are inclusive of GST. GST is not chargeable on other courses shown above.