

DECEMBER 2024

RTO 31974

Information pack

TAE40116 to TAE40122 Upgrade Certificate IV in Training & Assessment



FORTRESS
LEARNING

Unlocking potential for brighter futures



Before You Go Any Further...

It's Not Actually An "Upgrade"

While we've used the word "upgrade", it's not technically an upgrade. The TAE40122 is a successor to the TAE40116, so the qualifications are equivalent. It's the units of competency within the qualifications that have changed.

We've used the word "upgrade" above only because it's what many people are using to describe the "transition" to the new Cert IV TAE40122 qualification, and we get it, but we didn't want to create confusion. So from here, we'll refer to it as a transition.

But before you decide to transition from your TAE40116 qualification to the shiny new TAE40122, we want to confirm you are in the right place so we have a few questions...

To Transition To The New Shiny TAE40122, Can You Say "YES" To All Of The Following?

1. Do you hold the full TAE40116 Certificate IV in Training and Assessment, and can you provide both your Certificate and the transcript of the units you hold?
2. Are you currently working as a trainer and assessor, or have you been in the last 2 years?
3. Are you going to be able to provide authentic evidence of the following:
 - Assessment Tools that you have developed?
 - Trainer and Assessor Profiles?
 - Professional Development Plans?
 - Session plans and attendance sheets for the face-to-face delivery of training?
 - Evidence of assessing learners against units of competency?
4. Do you understand that the speed of completing this transition will depend on your access to, and ability to submit the evidence required?

You could finish the transition in a week if you have access to everything and can commit the time, or take up to the 3-month mark. It's largely up to you.

We really want you to succeed and that this transition course is the best possible fit for you, so if you have answered no to the above questions, we encourage you to speak with our course advisors to explore alternative options.



THE TRANSITION FROM THE TAE40116 TO THE TAE40122



How Each Unit Is Handled And What Ends Up In Your Transcript:

CORE UNITS:

- TAEASS412 Assess competence (completed via Gap Knowledge + Skills Assessment – Integrated RPL Kit)
- TAEASS413 Participate in assessment validation (completed via Assignment/Workshop or RPL Kit)
- TAEDEL411 Facilitate vocational training (completed via Gap Knowledge + Skills Assessment – Integrated RPL Kit)
- TAEDES411 Use nationally recognised training products to meet vocational training needs (completed via Gap Knowledge Assessment)
- TAEDES412 Design and develop plans for vocational training (completed via Gap Knowledge + Skills Assessment – Integrated RPL Kit)
- TAEPPD401 Work effectively in the VET sector (completed via Assignment or RPL with BSBAUD412)

ELECTIVE UNITS:

- Group A: TAEDEL412 Facilitate workplace-based learning (credit transfer)
- Group A: TAEASS512 Design and develop assessment tools (completed via Gap Knowledge + Skills Assessment – Integrated RPL Kit)
- Group A: TAEDEL311 Provide work skill instruction (completed via credit transfer or RPL with TAEDEL411)
- Group B: TAEELN421 Integrate core skills support into training and assessment (completed via Gap Knowledge + Skills Assessment – Integrated RPL Kit)
- Group C: BSBAUD412 Work within compliance frameworks (completed via Assignment or RPL with TAEPPD401)
- Final elective unit may be imported from any Cert III or above Qual such as TAE40110/TAE40116, TAE SKILL SETS, and industry relevant AQF qualifications

SUPPORTING YOU TO COMPLETION

SUPPORT

At Fortress Learning, we believe that support is the cornerstone of success. That's why we're committed to providing you with all the guidance and assistance you need throughout your learning journey. From dedicated Course Advisors to expert trainers and an intuitive online learner portal, we've got your back every step of the way. Here are just some of the ways we help with your learning journey.

Student support: Call our support team in the office on 1300 141 994 any time within business hours for assistance with your learner portal, any tech issues or any course inquiries and they will direct you to the right place to look or put you in touch with a trainer.

Facebook Support Group: Join our Facebook Support group to ask fellow students for any guidance, you never know the connections and life long friendships you might make!

Optional Additional 1/1 trainer tutoring sessions : Get 1/1 - 30 minute Google or Zoom meetings with a trainer to assist you if you get really stuck! (fees apply).

Student Support - Targeted Support and Progress check- ins: - we care about your success and pride ourselves on our great completion rates. We check in regularly (at least once a month) with monthly texts and little reminders when you are not progressing as you should be and we invite you to chat with one of our team to set up support strategies that may work for you if your circumstances change (this ranges from extensions, deferral of course time to targeted trainer led support - we personalise this depending what your needs are!

GRADUATION

At Fortress Learning, graduation isn't just a milestone - it's a celebration of you. You're not just a number to us; you're an important part of our story, and we're proud to have been part of yours.



WHAT OUR GRADUATES SAY ABOUT US


Fortress is the best for Online TAE

High Quality Learning

 **Truspidot 4.8** ★★★★★
Based on 1,623 reviews

I was very well supported by Fortress

Very positive experience

 **Rating 5.0** ★★★★★
Based on 357 reviews

Fortress Learning is a great Training Company

The GOAT of RTO's

FREQUENTLY ASKED QUESTIONS

Who Is This For?

This program is designed for any person who wants to advance their skills as a trainer and assessor and gain the latest qualification. Who currently works in an RTO as a trainer and assessor, or who has experience working as a trainer and assessor in the VET (Vocational Education and Training) industry in the last 2 years.



How Long Does It Take?

It could be done within a week if you take the time and have all of your evidence readily available. The average person is working full-time and juggling families and other things, so we've given you a 3-month enrolment period which is more than enough time to complete the full transition if you commit to consistent study time.

Are There Flexible Payment Options?

Payment plan options are available for fortnightly direct debits from credit cards or bank accounts (on request). Details of those options are outlined on the relevant course page once you click "enrol", or your Course Advisor can help you work out what's best for you.



How Long Do You Take To Answer My Calls or Emails?

All emails are responded to within 8 business hours by our support team.

If we miss your call, just leave a message and we'll call you back within 4 business hours.

Can I Get This Done Faster If I Have The Time?

Yes! You can go as fast as you want. Our promise to you is that we'll get ALL your assessments marked within 4 business days.. Many others take 20 - 30 BUSINESS days to mark EACH assessment (plus resubmissions if you don't get it right the first time). Our processes won't slow you down, so how fast you graduate is really up to you!



What If I Change My Mind?

All students have a 30-day cooling-off period. If you have any issues (at any time) that's making your learning journey difficult, our support team is there to help you resolve them. All you need to do is reach out, which we encourage you to do. There isn't much they can't fix or sort out to keep you moving forward.

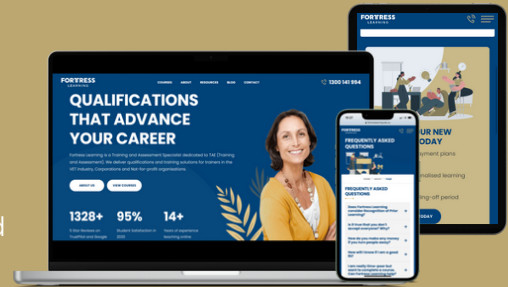
"There are no shortcuts to any place worth going." - Beverly Sills

WHY CHOOSE FORTRESS

1. 24/7 Access To Our Learner Portal

Organised, sequenced and with added video and PDF guides to make understanding the assessments SO much easier, and faster to complete!

This online system makes submitting your assessments and receiving feedback, nice and straight forward.



2. The Support You Need

Reach out during business hours at 1300 141 994 for help with tech issues, course queries, or trainer assistance. The learner portal also offers an intuitive help function for pinpointed trainer support. Stay on track with monthly reminders and personalised support strategies, including extensions or trainer-led guidance if needed.



3. Fast Assessment Marking Times

Our trainers are highly qualified, located here in Australia, have multiple qualifications and have come from various industries.

With a maximum turnaround time of 4 business days for all of your assessments, the speed of completing your qualification is mostly up to you. Bonus!



4. Experts At All Things Training & Assessment

We've been training, supporting, and mentoring our industry's next generation of trainers, assessors and VET leaders since 2009. We know our industry inside out because we do this and ONLY this! We have a hard earned reputation for producing high-quality trainers, assessors and leaders.



LET'S DISCUSS YOUR TRAINING & CAREER NEEDS

Not sure which option is best for you? Need help enrolling?

Our amazing Course Advisors are here to help! Give us a call or send us an email—we're always happy to assist.



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