

DECEMBER 2024

Information pack

TRAINEESHIPS WITH USER CHOICE FUNDING

TRAINING AND ASSESSMENT TRAINEESHIPS IN THE AUSTRALIAN CAPITAL TERRITORY (ACT)

TAE40122- CERTIFICATE IV TRAINING AND ASSESSMENT

TAE50122 - DIPLOMA OF VOCATIONAL EDUCATION AND TRAINING



Unlocking potential for brighter futures

RTO 31974

FORTRESS
LEARNING



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THE BENEFITS OF A TRAINEESHIP

It is often hard to find qualified VET Trainers & Assessors so a traineeship with User Choice funding is an opportunity to build the skills from within your organisation or industry sector.

Fortress Learning is proud to be one of only two providers in the Australian Capital Territory (ACT) offering the TAE40122 Certificate IV in Training and Assessment under this funding initiative.

Additionally, we are the sole provider of the TAE50122 Diploma of Vocational Education and Training in the ACT with User Choice funding.

We are the only online provider with this funding, allowing employees to complete their qualifications through our online learner portal, making it a flexible option minimising disruption to your business operations.

This is your opportunity to identify and enrol industry experts in your business who are eager to teach others in relevant industry qualifications. They can train while working under supervision AND while working towards achieving their Cert IV in TAE, the essential qualification for becoming a VET Trainer. This allows new trainers to gain valuable on-the-job experience and develop their training skills simultaneously.

If you have a new employee that already has the Cert IV in TAE you can build a strong internal training team by upskilling your employee with a Diploma in VET. They must however be under supervision by a staff member that has the Diploma in VET qualification.



Fortress Learning provides comprehensive support at every stage of the training process, ensuring it is a seamless process from enrolment to graduation.

With an employee contribution fee of just \$350, this User Choice funding allows you to save over \$2,000 on upskilling your team—making professional development not only more accessible but also incredibly cost-effective for your business.

WHAT IS USER CHOICE FUNDING

User Choice is a national funding scheme that subsidises the cost of apprenticeships, and traineeships helping individuals and their employers reduce out-of-pocket costs while building skills in key areas.

In order to receive User Choice Funding, your employee must be signed up as a trainee on a Training Contract. Training Contracts in the ACT are managed by an Apprenticeship Network Provider: MAS National or MEGT (Australia) Ltd.

ELIGIBILITY CRITERIA FOR USER CHOICE FUNDING

For a trainee to qualify for the TAE50122 Diploma of VET they must be a new worker and must be a experienced VET professional, however for the TAE40122 – Certificate IV in Training and Assessment they can be new or existing.

Here is the criteria.

New Worker – employed less than three months full-time or twelve months part-time, up to the commencement date of the training contract.

or

Existing Worker – Employed as a permanent or part-time employee for more than three months full-time or twelve months part-time prior to the commencement date of the training contract, in a qualification where funding for existing workers is available in the ACT Qualifications Register.

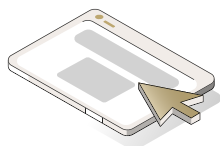
To be eligible for User Choice funding in the ACT, your employee must:

- Be an Australian citizen, permanent resident, or eligible visa holder
- Work in the ACT and receive remuneration for your work
- Complete a minimum of 15 hours combined work and training per week
- Be employed on a part-time or full-time basis (not casual)
- Be applying for a qualification in a field that you are employed in, and are able to apply and demonstrate the learning in your role.
- Not have completed the same qualification previously.
- Not already be signed up under another current and active UCF Training Contract or other subsidy schemes with Skilled Capital.
- Not be directly employed by the ACT or Australian Government.



HOW TO APPLY FOR USER CHOICE FUNDING

1

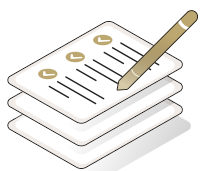


Contact an Apprenticeship Network Provider (ANP) in the ACT, MAS National or MEGT Australia Ltd

MAS National – 1300 627 628

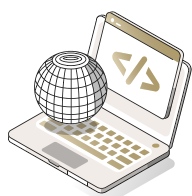
MEGT – 13 63 48

2



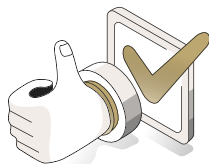
Your Apprenticeship Network Provider will ensure your employee makes the best possible start to their traineeship. They will conduct a sign-up appointment for the employer and trainee to sign a Training Contract. This official document marks the beginning of the traineeship journey.

3



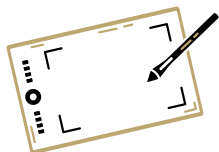
Once the Training Contract is signed, your Apprenticeship Network Provider will register it with the relevant State Training Authority (STA). Your employee will receive a confirmation letter from the STA, acknowledging that your trainee is officially registered. An email will be sent from your APN with the trainee registration number.

4



Fortress Learning will receive a notification of business indicating you and your trainee wish to undertake the course with us. We then provide the trainee and you the employer with relevant pre-enrolment information. We will conduct eligibility and skills assessments to identify the best pathway for the trainee.

5



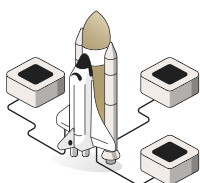
The next step is the enrolment process and the development of the Training Plan. Fortress Learning will develop the Training Plan in agreement with the Trainee and you the Employer.

6



After Fortress Learning receives the one off payment of \$350 for employee contribution to the course fee the learner portal for your trainee will be activated and learning can begin.

7



At Fortress, we're dedicated to supporting our students every step of the way. Although the content is delivered online, the trainer will set up monthly check-ins with the trainee and stay in regular touch with them to support them on their learning journey through to graduation.

BENEFITS FOR BUSINESSES ENROLLING STAFF IN THE TAE40122 CERTIFICATE IV IN TRAINING AND ASSESSMENT



The TAE40122 Certificate IV in Training and Assessment qualification reflects the roles of entry-level vocational education and training (VET) teachers, trainers, and assessors who deliver training and assessment services to learners in various settings, including RTOs, enterprises, community organisations, and schools.

Enrolling staff in the TAE40122 Certificate IV in Training and Assessment with funding support offers significant advantages for businesses, including:

1. Develop In-House Training Capabilities

- By equipping staff with this qualification, businesses can establish or strengthen internal training programs, reducing reliance on external providers.
- Certified employees if working in an RTO can deliver nationally recognised training and assessments, ensuring compliance with industry standards.

2. Improve Workforce Skills and Knowledge

- Staff trained through the Certificate IV in TAE gain the skills to effectively share their expertise with colleagues, fostering a culture of continuous learning.
- This creates a more skilled and competent workforce, enhancing productivity and operational efficiency.

3. Increase Compliance and Competitiveness

- For Registered Training Organisations (RTOs) and enterprises delivering training, the Certificate IV in TAE ensures compliance with regulatory requirements.

4. Retain and Engage Top Talent

- Offering funded training opportunities demonstrates a commitment to employee growth, increasing job satisfaction and retention.
- Upskilled staff feel more valued and motivated to contribute to the business's success.



Want to learn more about the TAE40122 – Certificate IV in Training and Assessment head to our website – www.fortresslearning.edu.au

BENEFITS FOR BUSINESSES ENROLLING STAFF IN THE TAE50122 DIPLOMA OF VOCATIONAL EDUCATION & TRAINING



The TAE50122 Diploma of VET qualification is for experienced VET professionals who would like to move into a more senior or leadership role in the VET Sector in one (or more) of the following 3 specialisations: Advanced Training and Assessment, Design and Development and VET Leadership.

Enrolling new staff that are experienced VET professionals in the TAE50122 Diploma of VET with funding support offers significant advantages for businesses, including:

1 Increased Compliance:

- Staff gain the qualifications required to meet regulatory and compliance standards within the VET sector.

2. Specialised Expertise:

- Staff can specialise in areas such as Advanced Training and Assessment, Design and Development, or VET Leadership, enhancing your organisation's capabilities.

3. Better Workforce Development:

- Employees become better equipped to develop effective training and assessment strategies, support learners, and design curriculum, directly impacting team productivity and outcomes.

4. Enhanced Reputation:

- Employing highly qualified trainers and assessors increases your organisation's credibility and attracts more learners or clients.



5 Retention and Engagement:

Offering professional development opportunities helps retain staff, improve morale, and show that the organisation values its employees' growth.

6 Pathway to Leadership Roles:

Staff gain leadership capabilities, enabling succession planning and a more robust workforce pipeline.

7. Customised Training Solutions:

With advanced qualifications, staff can design and deliver training that better meets your organisation's and clients' unique needs.

Want to learn more about the TAE50122 - Diploma of Vocational Education and Training head to our website - www.fortresslearning.edu.au

Why choose Fortress Learning?

HIGH TRAINING RELEVANCE

- ✓ Training features relatable, real-life examples and scenarios for greater relevance and engagement.
- ✓ Assessments enable staff to apply new skills directly to their specific industry and adapt them to various situations.
- ✓ Customised assessments incorporate your workplace policies, ensuring alignment with your organisation's vision and objectives.

KEEPING IT SIMPLE

- ✓ Our learning portal is intuitive, easy to navigate, and packed with all the tools your staff need to succeed.
- ✓ Our learning resources are designed to make even the most complex concepts easy to grasp, with clear explanations, interactive activities, and engaging videos catering to all learning styles.

WE KEEP YOUR TEAM ON TRACK

- ✓ We provide periodic progress reports to you ensuring that you know where your staff are up to and if anyone is falling behind.
- ✓ This keeps everyone accountable and working towards the same goals and timeframes.

FASTER MARKING TIMES

- ✓ Assessments marked within 4 business days guaranteed and can be submitted anytime.
- ✓ This empowers students to balance study, life and work more easily and naturally increases momentum.

WHAT ARE STUDENTS SAYING ABOUT ONLINE LEARNING WITH FORTRESS?



Emma

AU • 1 review

A day ago



✓ Verified

Great way to do your TAE

Course is well set out and organised, easy to navigate and covers a large range of content without the overload. The support is there when required and the process flowed well each unit I finished. Certificate was issued promptly when I complete the course. Would definitely recommend.

Date of experience: 10 December 2024



Rating 5.0 ★★★★★
Based on 366 reviews



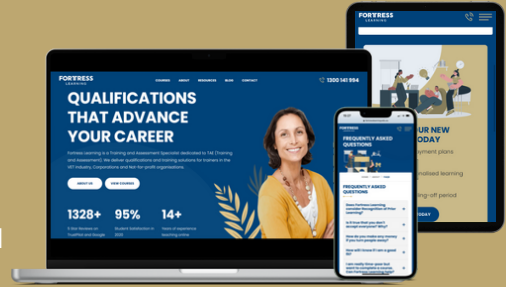
Trustpilot 4.8
1684+ Reviews

Here's What Your Team Get Full Access To:

1. Online Training 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

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.



3. Highly Experienced Trainers

Our trainers are highly qualified, located here in Australia, have multiple qualifications and have come from various industries. They can adapt and speak in your industry language, helping you to truly understand the material and how it relates to your job so you can learn faster and retain more.



5. A Community

We have a Facebook community group for all of our students where you can also ask questions, connect with others who are on a similar learning journey or even find a study buddy to help get you through to the graduation finish line.



LET'S DISCUSS YOUR TRAINING & CAREER NEEDS

Still have questions? 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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