



RTO NUMBER 45406

# Eagles Education, Training



## Certificate II in Skills for Work and Vocational Pathways

### **Course Information Leaflet**

National Code: FSK20119

Course Code: FSK20119 (Release 14 November 2019)

Qualification: Certificate II (NRT)

Industry Area: Languages and Communication

Training Package: Foundation Skills

Duration: 15 hours per week, course complete within 12 months.

### **Description**

This qualification is designed for individuals who require further foundation skills development to prepare for workforce entry or vocational training pathways.

This qualification is suitable for individuals who require:

- A pathway to employment or vocational training
- Reading, writing, numeracy, oral communication and learning skills at Australian Core Skills Framework (ACSF) Level 3
- Entry level digital literacy and employability skills
- A vocational training and employment plan.

Delivery of this course utilizes the Catapult eLearning portal-based learning system.

### **Entry requirements**

There are no entry requirements for this qualification. All learning materials are provided.

### **Fees**

There are no fees for students on first enrolment, however, fees may apply if the student needs to request an extension at the end of the enrolment period. This will be individually assessed and will not exceed \$220.

## New enrolments

Contact Eagles to discuss availability and suitability, and to enrol in this course. All Eagles classes are currently held at our Doonside premises, 37 Graham Street, Doonside.

[www.eaglesraps.org](http://www.eaglesraps.org)

[scott@eaglesraps.org](mailto:scott@eaglesraps.org)

Phone Scott Dent

0400 844 493

**Facebook/EaglesRapsInc**

## Units of competency to be completed

			<b>Nominal hours</b>
<b>FSKLRG009</b>	Use strategies to respond to routine workplace problems	Elective	40
<b>FSKLRG010</b>	Use routine strategies for career planning	Elective	40
<b>FSKLRG011</b>	Use routine strategies for work-related learning	Core	40
<b>BSBCMM211</b>	Apply communication skills	Elective	60
<b>BSBOPS201</b>	Work effectively in business environments	Elective	55
<b>FSKDIG003</b>	Use digital technology for non-routine workplace tasks	Elective	35
<b>FSKNUM014</b>	Calculate with whole numbers and familiar fractions, decimals and percentages for work	Elective	35
<b>FSKNUM015</b>	Estimate, measure and calculate with routine metric measurements for work	Elective	40
<b>FSKNUM016</b>	Interpret, draw and construct routine 2D and 3D shapes	Elective	40
<b>FSKNUM018</b>	Collect data and construct routine tables and graphs for work	Elective	50
<b>FSKOCM005</b>	Use oral communication skills for effective workplace presentations	Elective	40
<b>FSKRDG010</b>	Read and respond to routine workplace information	Elective	50
<b>FSKWTG009</b>	Write routine workplace texts.	Elective	50
<b>FNSFLT202</b>	Develop and use a savings plan	Elective	50
<b>Total</b>			<b>625</b>

***Recognition of prior learning – Eagles Education and Training recognises the skills and knowledge you have gained in other courses, life experience, work or training provided at work.***

***You may be able to have your learning recognised and credited against a course of study. See the student handbook or discuss with an Eagles Education and Training representative if you feel RPL is a viable option for you.***

## **Unique Student Identifier (USI)**

All students studying a nationally recognised qualification must have a Unique Student Identifier before enrolling.

If you do not already have a USI, go to [www.usi.gov.au](http://www.usi.gov.au) to create one.

If you have created one in the past but misplaced it go to [www.usi.gov.au](http://www.usi.gov.au) to find it.

## **Course outcomes**

### Career options

A pathway to further education, training or entry level employment.

### Course availability

Contact Eagles Doonside to confirm.