



Literacy, Numeracy and Foundation Skills

FSK10113

Certificate I in Access to Vocational Pathways

All information correct as of Mar 2019

ABOUT THE COURSE

This qualification is designed for individuals who require significant foundation skills support to access a vocational learning pathway.

JOB ROLES

No job roles are defined for this course.

PATHWAYS FROM THIS QUALIFICATION

No pathways are defined for this course.

COURSE REQUIREMENTS

There are no entry requirements for this course.

COURSE LOCATION, DURATION AND MODE OF STUDY

Locations: Batchelor Campus, Desert People's Centre Campus, Regional centres and within organisations

Duration: 6 months part time study

Mode: Workshop (on campus), Workshop (on community), Workplace

Workshops: This course includes approx. 4 x 2 week long workshops

COURSE FEES

Students who are Northern Territory (NT) residents **and** wish to enrol in a course that is subsidised by the Northern Territory and/ or Commonwealth Government **and** who are enrolled in a course AQF level II and below, will not be charged course fees.

More information regarding course fees can be found on the Batchelor Institute website <https://www.batchelor.edu.au/students/fees/>

MATERIALS AND EQUIPMENT

The learner must provide the following materials and equipment:

- Basic stationery—paper, pencil, pen

Freecall 1800 677 095
Email enquiries@batchelor.edu.au
RTO provider 0383

batchelor.edu.au



**Batchelor
Institute**

COURSE REQUIREMENTS

11 units are required

Core Units (7 required)

Unit Code	Unit Title	Nominal Hours
FSKLRG04	Use basic strategies for work-related learning	15
FSKRDG04	Read & Respond to basic Workplace Information	10
FSKWTG03	Write basic Workplace Information	10
FSKOCM02	Engage in basic Spoken exchanges at Work	10
FSKDIG01	Use digital technology for basic workplace tasks	10
FSKNUM03	Use whole numbers and money up to one thousand for work	10
FSKNUM04	Locate, compare and use highly familiar measurements at work	10

Elective Units (4 required)

The choice of elective units may vary according to student cohort needs.

Further information should be obtained from Eike Pakeha on 08 8939 7391 or via email eike.pakeha@batchelor.edu.au

Unit Code	Unit Title	Nominal Hours
FSKRDG01	Recognise highly familiar workplace signs and symbols	10
FSKNUM01	Use beginning whole number skills and money up to one hundred for work	10
FSKOCM01	Participate in highly familiar spoken exchanges	10
FSKLRG01	Prepare to Participate in a Learning Environment	10



General information

BACHELOR INSTITUTE ENTRY REQUIREMENTS

Literacy and Numeracy

When you enrol in a course at Batchelor Institute, you should be able to speak, read and write in English at the level required for the course you are undertaking. If you need help to improve your literacy and numeracy skills, there are specific courses and other assistance available.

Minimum age for students

Students must meet the minimum age requirement to be able to enrol with Batchelor Institute. The minimum age will depend on several factors.

Where:

- Training is delivered in a regional or remote community, and the student no longer engages and/or participates in secondary schooling, the student must be 15 years or older at the time training commences
- Training is delivered on the Batchelor Campus or Desert People Centre Campus, and where the student attends training during the day, but are not accommodated overnight, the student must be 17 years or older at the time training commences; or
- Training is delivered in any location, and the student requires to be travelled by Batchelor Institute to a training delivery location, the student must be 18 years or older at the time training commences.

ABSTUDY

You will need to apply to ABSTUDY once you have enrolled at Batchelor Institute so your travel can be arranged (if travel is applicable). To do this you will need to obtain a VET Enrolment and Fees Invoice from the Institute and then take it to your nearest Centrelink Office, to complete an ABSTUDY application.

STUDENT TRAVEL

If you have to live away from home while you are attending a workshop, your travel, accommodation and meals will be organised and paid for, by Batchelor Institute, if you are in receipt of ABSTUDY and are enrolled in a course subsidised by the NT Government.

RECOGNISING YOUR KNOWLEDGE

Batchelor Institute recognises the importance of skills and knowledge that you may already have. You may have gained these through other work or study you have done or through life experience.

Recognition of Prior Learning (RPL) is a process that tries to match these skills and knowledge to the outcomes of your course to assess whether you have achieved the required learning outcomes. If you think you are eligible for RPL, contact us for more information.

Batchelor Institute also recognises qualifications and statements of attainments gained from any other Australian Registered Training Organisation, where nationally accredited training has been undertaken. This form of recognition may include Credit Transfers.

EDUCATIONAL AND STUDENT SUPPORT

Students who have been identified as needing extra support services besides those already identified will have the extra support identified within their individual training plan and the support services will be arranged accordingly.

Student Support

Freecall: 1800 677 095 | Email: student.support@batchelor.edu.au

TIMETABLES

Timetables for students attending workshops at the Batchelor or Desert Peoples Centre Campuses can be found here: <https://www.batchelor.edu.au/students/timetables/>

OTHER COURSES

Batchelor Institute offers many VET courses across a range of different disciplines. You can study courses relating to community services, construction, health, business, education, resource and infrastructure and creative arts.

To get more information about Batchelor Institute and the courses we offer, go to:

<https://www.batchelor.edu.au/students/courses/vet-courses/>

FOR MORE INFORMATION

Please visit: <https://training.gov.au/Training/Details/FSK10113>