

Certificate 4 in **Spoken and Written English - Further Studies**

Course Code: 91419NSW
CRICOS Code: 068523M

Program Description:

This course equips graduates with the essential language skills to continue further study in Australia.

Delivery Method:

Delivery is by classroom delivery onsite at our Brisbane Campus which includes: Classrooms, computer labs, online library.

Tuition fees; \$3200.00

Inclusive of course resources such as materials, textbooks, learning guides, initial stationery.

Duration: 20 Weeks

Education Sector: 091501 – ELICOS

Enrolment Process:

Enquire at InTech for a general student handbook, course profile, entry conditions, classroom place availability and fee arrangement on:
28 Russell Street, South Brisbane, Queensland,
Australia

Tel: +61 7 3846 7774
Fax: +61 7 3844 7747

Email: admin@intech.edu.au
Web: www.intech.edu.au

Please refer to InTech website for latest version of Policies and Procedures that affect your enrolment:

Web: www.intech.edu.au

Entry Requirements:

International students may enter the course with 5.0 IELTS score or formal English Study.

Program Resources:

Students will be supplied with textbooks, course material, stationery, and other items needed for the course.

Learning pathways:

This program is used to teach the essential skills required to fill the gaps in the language requirement for students wanting to study vocational courses.

International Students

There are specific requirements for international students. Please refer to the InTech website under international students for information regarding:

- Conditions of enrolment
- Visa process
- Refund Policy
- Protection of prepaid fees
- Complaints and appeals
- Student handbook
- And other critical information

Should you require information, please do not hesitate to contact us via email at admin@intech.edu.au

For further info on ESOS please refer to: <http://www.aei.gov.au> and click on ESOS Framework

Every international student is required to attend the International Student Orientation where you will be provided with information about attendance and academic performance requirements as per The National Code 2007.

Assistance is available from Student Services in a range of areas including:

- Assistance with writing assignments, exam preparation, time management and general study skills
 - Personal counselling from trained and qualified counsellors
 - Career counselling offers prospective and enrolled students advice on a career pathway. Career testing is also available, providing students with guidance on a career path that may suit them.
- Student Services also offers disability support, indigenous students support and international student support.

Units to be Studied

CSWE IVA learning strategies for Further Studies

CSWE IVB Reading Skills for Further Studies

CSWE IVC written skills for presenting point of view in essays

CSWE IVE listening and taking notes in Lectures

CSWE IVF Spoken and Written Skills for Presentations

CSWE IVG Spoken Skills for tutorials and work-group discussions

Other Policies that you should be aware of:

- Refund Policy,
- Grievance and Appeals,
- Critical Incidents, Attendance and course
- Course Progress Policy
- Special Requirements if you are under 18
- Transfer between Registered Providers
- Completion of your course on time
- Deferring, suspending or cancelling enrolment
- Course Cross credit
- Formalization of enrolment
- Attendance Policy
- Complaints and Appeals

Documents you require for enrolment:

1. Passport
2. Valid Study Visa
3. School Records – last study
4. English Level of attainment
5. Fill in an InTech Enrolment form
6. Get an Offer
7. Accept the Offer
8. Pay enrolment fees
9. Get a COE
10. Update DIAC with new COE

