4.9 Certificate II in General Education for Adults

(22237VIC)

Eleven Units of Competency are required to achieve this qualification:

- VU21353 - Research pathways and produce a learning plan and portfolio [Core]
- VU21354 – Implement and review a project [C]
- VU211355 - Engage with a range of complex texts for personal purposes [C]
- VU21356 - Engage with a range of complex texts for learning purposes [C]
- VU21359 – Create a range of complex texts for personal purposes [C]
- VU21360 – Create a range of complex texts for learning purposes [C]
- VU21363 - Investigate and interpret shapes and measurements and related formulae in a range of contexts [C]
- VU21364 - Investigate numerical and statistical information in a range of contexts [C]
- BSBCMM201 – Communicate in the workplace [Elective] Credit Transfer
- BSBITU201 – Produce simple word documents [E] CT
- BSBWOR203 – Work effectively with others [E] CT

This qualification will focus on developing your literacy and numeracy skills and assist you to be able to work in any business environment

Gain practical skills and knowledge in:
- Reading
- Writing
- Numeracy
- Oral communication
- Digital technology skills
- Word processing and business correspondence

This qualification will provide you with employment skills recognized by industry and may be used to access further training.

Duration: Delivered as a ‘stand-alone course over one year; as part of our senior schools Special Engagement Program under the auspices of VCS.
Cost: $80 per annum to cover consumables and issue of Certificate and/or Statement of Attainment.
Total Nominal Hours: 360
Pathway options: Employment and/or further training (TAFE/Traineeship/Apprenticeship).