

## BSZ40198 to TAE40110 - RPL Application Form

This form is to be completed prior to enrolment

<b>Candidate name:</b>	
<b>Email:</b>	
<b>Postal Address:</b>	
<b>Phone number:</b>	
<b>Do you hold BSZ40198? Yes / No Can you provide a certified copy of your certificate? Yes/No</b>	
<b>Current work role:</b>	
<b>Current Training and Assessment experience using Training packages and/or Accredited courses:</b>	
<b>Are you currently working for a Registered Training Organisation? Yes / No</b>	
<b>Name of RTO:</b>	
<b>Dates of Employment:</b>	
<b>Role during this time:</b>	

Please indicate the units you believe you have the evidence for and detail the evidence you will be providing. You can refer to the Self Assessment Checklist previously provided or the units of competency which you will find on [ntis.gov.au](http://ntis.gov.au)

These units have no equivalence to the units in BSZ40198. Therefore you need to supply sufficient evidence to meet all of the requirements of the unit. Evidence provided needs to demonstrate current performance against current standards.

Unit	Evidence needs to demonstrate broad range of skills and knowledge contained in units of competency and show consistent application over time. Possible range of evidence that could be submitted	Evidence you can provide	Third party available to verify evidence if required
TAAENV401B: Work effectively in Vocational Education and Training	<ul style="list-style-type: none"> <li>• report of a developed client-focused approach to vocational education and training practice within the organisation</li> <li>• examples of work practices that have incorporated the outcomes from learning and professional staff development opportunities</li> <li>• teaching/learning materials incorporating evidence of knowledge of policies and frameworks in vocational education and training</li> <li>• survey/s of client satisfaction with services provided</li> </ul>		

Unit		Evidence you can provide	Third party
<p>TAAENV402B:</p> <p>Foster and promote an inclusive learning culture</p>	<ul style="list-style-type: none"> <li>• reports/documents outlining processes and procedures used to identify specific needs of colleagues and clients</li> <li>• evidence of accessing documented resources and support personnel to guide inclusive practices</li> <li>• evidence of identifying and responding to diversity and individual needs</li> <li>• evidence of encouraging individuals to contribute to the work and learning environment</li> <li>• evidence of implementing work strategies that promote learning</li> </ul>		
<p>TAAENV403B:</p> <p>Ensure a healthy safe learning environment</p>	<ul style="list-style-type: none"> <li>• processes undertaken to identify potential/real hazards/risks in the learning environment</li> <li>• examples of communication and consultative processes undertaken</li> <li>• report on how the learning environment was monitored to ensure agreed actions and arrangements were in place</li> <li>• provision of clear OHS information to learners and/or candidates</li> <li>• completed OHS checklist and/or other OHS pro forma reports</li> </ul>		

Unit		Evidence you can provide	Third party
TAADES401B: Use training packages to meet client needs	<ul style="list-style-type: none"> <li>• A minimum of two examples of unpacking training specifications including at least one Training Package.</li> <li>• The other may be another Training Package or accredited courses which meets the vocational outcomes of the learner</li> <li>• This may be in a real or simulated work environment.</li> </ul>		

***These units have partial equivalence to units in the BSZ qualification. Candidates need to demonstrate skills and knowledge against the following in order to be awarded the units. Evidence needs to demonstrate current performance against current standards.***

Unit		Evidence you can provide	Third party
TAADEL403B: Facilitate Individual learning	<ul style="list-style-type: none"> <li>• Candidates have developed an individual learning relationship where they have applied relevant techniques for individual facilitation individual learners</li> </ul>		
TAADEL404B: Facilitate work based learning	<ul style="list-style-type: none"> <li>• Candidates plan and deliver training to small groups of adults in a work context activities</li> </ul>		

Unit		Evidence you can provide	Third party
TAAASS403B:  Develop assessment tools	<p>Specific instruments are developed to address the evidence to be collected based on devising assessment activities which</p> <ul style="list-style-type: none"> <li>• Meet competency standards, meet the principles of assessment and the rules of evidence, provide choice where appropriate, are sequenced to reflect competency development are user friendly and practicable meet competency standards,</li> <li>• Define and document clear and specific procedures instructing assessor and /or candidate on administration and use of the instrument</li> <li>• Store , retrieve , review and evaluate assessment tools, follow version control procedures</li> </ul>		

**The other units have direct equivalence to units in the BSZ qualification. Candidates are awarded these units if they have a BSZ qualification**

TAADES402B Design and develop learning programs	BSZ405A Plan and promote a training program is equivalent to TAADES402B.
TAADEL301C Provide training through instruction and demonstration of work skills (E)	BSZ404A Train small groups is equivalent to TAADEL301C.
TAADEL401B Plan and organise group-based delivery	BSZ406A Plan a series of training sessions is equivalent to TAADEL401B.
TAADEL402B Facilitate group based learning (E)	BSZ407A Deliver training is equivalent to TAADEL402B
TAAASS401C Plan and organise assessment	BSZ401A Plan assessment is equivalent to TAAASS401C.
TAAASS402C Assess competence	BSZ402A Conduct assessment is equivalent to each of TAAASS402C and TAAASS301B.

**Thank you for providing this information.**

**When we receive these completed forms, we will assess your suitability for the RPL Process.**

**If deemed suitable, you will receive an enrolment pack. If not, one of our assessors will contact you to discuss your application.**