

Course **Pre-Enrolment Guide**

Training Area:

General Education

Training Product:

22690VIC

**Certificate I in General
Education for Adults**

22690VIC Certificate I in General Education for Adults

Release number	1
Required number of units for course completion	16, comprising the following: Core – 2 units Core Skills Reading and Oracy – 3 units Core Skills Writing – 3 units Core Skills Numeracy – 4 units Special interest electives – 4 units
Course Duration	1 Semester
Location/s	Central Regional Tafe
Delivery mode	• Face to Face - <i>Requires you to attend classes on campus and may include activities such as demonstrations, practice and feedback, discussions and group activities.</i>

Course Description

Certificate I in General Education for Adults helps you:

- build reading and writing skills to understand and make everyday texts, including some that are new to you
- plan your learning based on what you need
- use basic maths in situations you know well

Course Considerations

Physical capability: working in a classroom setting 4 days per week (Monday to Thursday), with breaks every one and a half to two hours.

Emotional and mental requirements: focus and concentrate for short to moderate periods, follow instructions and classroom routines, engage in group learning activities and discussions

Environmental requirements: working in a classroom setting

Cultural and Social aspects: working respectfully and inclusively with learners of diverse cultural backgrounds, beliefs and practices

Course fees

For information about fees, refer to the Course Website.

[Courses | Central Regional Tafe](#)

22690VIC Certificate I in General Education for Adults provides access and pathways to further education and training. On completion of the Certificate, learners can take up opportunities to improve their skills further by enrolling in a Certificate II in General Education for Adults.

Further details can be found on our website [here](#).

Central Regional TAFE (CR TAFE) Entry Requirements

You must have a Unique Student Identifier (USI) to enrol in and complete any nationally recognised training in Australia. If you do not have a USI or need help getting one, we can assist you with the process.

- Minimum age: 15

Language, Literacy, Numeracy and Digital (LLND) Requirements

CR TAFE is required to review your language, literacy, numeracy and digital (LLND) skills to help you decide if the course is right for you, identify any support you might need, or whether other courses may be better suited to you at this time.

For this course, the method of LLND review will be

These may include but are not limited to:

- an interview with a CRTAFE staff member
- LLND quiz

Learning resources and equipment you need to bring

Learning resources are provided by Central Regional TAFE, and stationery is also available, although you are welcome to bring your own.

Textbooks

There is no textbook for this course. Your lecturers may provide you with a printed workbook to assist with your work.

Online learning materials

Access to [Education Perfect](#) is provided to all students

Timetable and Training Hours

The timetable provided helps you plan your week and understand your study commitments. The timetable shows which days and times you need to attend training. It helps you plan ahead and manage your participation.

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9 am-10:30 am	I Block 716 B	I Block 716 B	I Block 716 B	I Block 716 B	
10:30 am-12:pm	I Block 716 B	I Block 716 B	I Block 716 B	I Block 716 B	
12:00 pm - 12:45 pm LUNCH BREAK					
12:45 pm-2:45 pm	I Block 716 B	I Block 716 B	I Block 716 B	I Block 716 B	

Assessment Methods

- Knowledge questions: This involves answering questions, either orally or in writing relating to the unit of competency.
- Observations: This involves your assessor or a third party (workplace supervisor) observing you perform tasks in the workplace and/or simulated workplace to check that you have the knowledge and skills required for the unit of competency.
- Project: This involves completing tasks or activities in the workplace and/or simulated workplace to show that you can apply the knowledge and skills required for the unit of competency.
- Portfolio: This is a collection of evidence you put together, such as documents, examples of your work, or completed activities, to show that you have the knowledge and skills required for the unit of competency.

Note: The specific assessments required for each unit of competency will be outlined in the Training and Assessment Plan (TAP) for that unit. You will receive a copy of the TAP for each unit when you enrol.

Further information

More information can be found in our Student Handbook, available for download off our website [here](#)

Contacts:

Portfolio Name: ELS Portfolio

Phone number: 8001581

Email: general.ed@crtafe.wa.edu.au

Building: I Block

Alternatively, you may contact the college on 1800 672 700

Or enquire via our website enquiry form [here](#):



**Central
Regional**

RTO: 52789



1800 672 700



enquiries@crtafe.wa.edu.au



centralregionaltafe.wa.edu.au



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