



Bendigo Senior Secondary College RTO – 6659

Certificate II in EAL (Employment) – 22488VIC

Course Overview

Certificate II in EAL (Employment) outcomes focus on the development of English language speaking, listening, reading and writing skills and knowledge in the context of the Australian workplace. Participants may have differing levels of work experience and in diverse contexts prior to coming to Australia. Others will have had no workplace experience. The qualification includes outcomes focussing on preparation for employment, employability skills, literacy skills including digital literacy skills, and awareness of basic workplace safety and work culture in the Australian context

Please note: This course is only open to BSSC enrolled students. The information on this page is relevant for 2024 enrolments. Please see the [BSSC Program Guide](#) for further information.

Course Structure

Year	UOC Code	UOC Name	Core (C)/Elective (E)
Year 1	VU22358	Develop learning goals	Core
Year 1	VU22628	Participate in simple conversations and transactions for employment	Core
Year 1	VU22629	Read and write simple texts for employment	Core
Year 1	VU22630	Observe and report on activities in a workplace	Core
Year 1	VU22631	Prepare to work effectively in an Australian workplace	Core
Year 1	VU22116	Develop written job application skills	Elective
Year 1	VU22117	Develop job interview skills	Elective
Year 1	BSBWHS201	Contribute to health and safety of self and others	Elective
Year 1	BSBITU201	Produce simple word processed documents	Elective

NB: Students completing this course will need to complete all Core units and a minimum of 4 elective units to be awarded the full Certificate. A total of 180 nominal hours is required to complete Unit 1 & 2.

Course Length, Contact Hours, Dates and Times

This course is only open to BSSC enrolled students.

1 year, scheduled as per the BSSC School class timetable for the 2024 school year, approximately 9am-3:30pm



Cost & Fee Information

Schools provide students with free instruction and ensure students have free access to all items, activities and services that are used by the school to fulfil the standard curriculum requirements.

BSSC provides students and families with an online personalised subject booklist, which outlines all required materials for each enrolled subject. This document breaks down the Voluntary Financial Contributions Schedule to assist with considerations about individual purchases of items for personal use, such as Personal Protective Equipment (PPE).

The Department of Education Parent Payment Policy is available:

<https://www2.education.vic.gov.au/pal/parent-payment/policy>

The BSSC Payment Policy is available:

<http://www.bssc.edu.au/wp-content/uploads/2022/11/Parent-payment-policy-2023.pdf>

Booklist advice on BSSC website:

<http://www.bssc.edu.au/wp-content/uploads/2022/11/Final-Booklist-41122.pdf>

Campuses & Delivery Mode

BSSC Campus with face-to-face delivery

Career Pathways

This course provides participants with the knowledge, skill and competency that will enhance their training and employment prospects.

Further Study

Students wanting to continue study in this area can continue training in further qualifications such as:

- 22486VIC – Certificate III EAL (Access)
- 22487VIC – Certificate IV EAL (Access)
- 22489VIC – Certificate III EAL (Employment)

Further study options sourced from training.gov.au

Entry Requirements

This course is only open to BSSC enrolled students. Before being accepted in this course, applicants should:

- Enrol in Bendigo Senior Secondary College as a VCE/VM student
- Review the Enrolment information
- Complete the LLN test
- Provide a [USI](#)

NB: Enrolment into this course may be limited due to class size and enrolment numbers.

Assessment Methods

- Knowledge questions
- Practical Demonstrations



Educational Support Services

Welfare, Guidance and Student Support Services

BSSC and BSSC RTO students have access to a range of support services, connecting to Wellbeing, Course Counselling, Careers and Pathways advice, Workplace Learning Coordination, Student Engagement Coordinators, Advisors, ICT and Bring Your Own Device Help Desk and Library facilities and disability support services. Connection and contact details are available on the college website: <http://www.bssc.edu.au/>

Learners Rights & Responsibilities

These are outlined in the BSSC RTO Service Information. More information can be supplied via your classroom teachers or RTO administrator.

Structured Workplace Learning (SWL)

SWL is recommended but not compulsory for this subject. BSSC will provide assistance with SWL with the support of the Workplace Learning Coordinators.

Recognition of Prior Learning, Credit Transfer & National Recognition

The BSSC RTO recognises prior learning and knowledge, and this may result in credits towards a part or full qualification. Please see the BSSC RTO Service Information and/or your VET teacher for further information on this process.

RTO Contact

For further Information, please contact

RTOadmin@bssc.edu.au