

Competency Details

Unit code/s and title/s	10937NAT Diploma of English Proficiency
Delivery method	blended delivery

This course is designed to provide you with the level of English proficiency required to access further opportunities for study, employment and community engagement.

It will provide you with the following educational outcomes:

- Use English language skills to:
 - participate in highly complex verbal communication
 - critically analyse and produce a range of highly complex texts
 - research and participate in community activities
 - apply learning strategies to a range of highly complex texts

Learning Opportunities

Method	Type of learning activities
Blended (Class attendance and TAFE SA Learn)	Content and assessment will be available with a mixture of class attendance and the TAFE SA online management system called Learn.

Scheduling

Full-time day:

This is delivered and assessed over 19 weeks. Please refer to the Day timetable.

Part-time evening

This is delivered and assessed over 1.5 years. Please refer to the Evening timetable.

Bridging part-time day

This provides a pathway to students who might not yet have the underpinning skills required to be successful with a full-time load. Two units are delivered over one semester. Students who complete these units can then move into the day or evening Diploma class. The two units count towards the completion of the Diploma.

Resources

Below is a list of resources you will need access to:

- Learn Diploma of English Proficiency site
- Study packs provided by the lecturer
- computers and the internet

Assessment information

Below is a list of all the units and assessments in the course. Your lecturer will give you information about how and when assessments will occur for each unit.

Unit	Assessment tasks
NAT10937009 Analyse Australian cultural contexts	Assessment 1: Individual presentation Assessment 2: Group presentation
NAT10937010 Use highly complex grammar for accuracy in communication	Assessment 1: Part A Grammar evaluation Part B Write a summary Assessment 2: Oral presentation Assessment 3: Write a summary
NAT10937001 Apply and evaluate own skills in spoken discourse	Assessment 1: Record yourself Assessment 2: Oral presentation
NAT10937002 Communicate collaboratively in formal contexts	Assessment 1: Participate in meetings Assessment 2: Prepare minutes
NAT10937008 Write reports for professional purposes	Assessment 1: Write a report Assessment 2: Writing test
NAT10937004 Explore Australian English usage	Assessment 1: Self-evaluation Assessment 2: Online quiz
NAT10937005 Listen to highly complex texts	Assessment 1: Reflection Assessment 2: Listening journal Assessment 3: Listening test
NAT10937006 Present at academic or professional seminars	Assessment 1: Oral presentation Assessment 2: Feedback Assessment 3: Oral presentation
NAT10937007 Read and analyse academic and professional texts	Assessment 1: Reading journal Assessment 2: Word bank Assessment 3: Reading test
NAT10937003 Employ and communicate critical thinking	Assessment 1: Critical review Assessment 2: Essay

Full details of assessment tasks will be provided to you at commencement of classes

Decision making rules	<p>Assessment task results will be recorded as: S for Satisfactory or NS for Not Satisfactory.</p> <p>The unit's final assessment will be recorded as: PA for Pass Achieved or F for Fail.</p> <p>All assessment tasks must be marked as Satisfactory to obtain a Pass result in this unit.</p>
Student information	<p>Recognition of Prior Learning Recognition of Prior Learning (RPL) involves the assessment of previously unrecognised skills and knowledge an individual has achieved outside the formal education and training system.</p> <p>Discuss with your lecturer if you think you would be eligible for RPL in any units.</p>

Special Consideration and Reasonable Adjustments

Students with a disability, medical condition or other personal circumstances impacting on their study may be eligible for reasonable adjustments or special consideration in assessment.

For more details contact Student Services or speak to your lecturer.

Academic misconduct (plagiarism or cheating)

Students must ensure that the work they submit is their own and/or acknowledge the work of others by referencing the authors appropriately.

Where academic misconduct occurs, for minor breaches students may be required to undertake an additional assessment to provide evidence of attaining the requirements of the component of study; or if it is a serious or deliberate offence, a student will fail the assessment.

Results

You will receive feedback and your assessment result no more than two weeks after the assessment date.

Reassessment

All students are entitled to two attempts to achieve each assessment task within any unit enrolment period.

Academic appeals

TAFE SA recognises that students have a right to lodge an academic appeal related to academic progress or assessment outcomes.

In the first instances students should discuss their complaint with the lecturer directly to resolve the disputed matter. If unsatisfied with the response or time taken, a student may lodge an appeal by writing to the Education Manager outlining the nature of the dispute.

Retention of assessments

TAFE SA is required to securely retain and be able to produce in full at audit if requested to do so, all completed student assessment items for each student for a period of six months from the date on which the judgement of competence for the student was made.

Further details of your rights and responsibilities are available at Assessment and Academic Grievances Policy and Procedures or for reasonable adjustment see

<http://www.tafesa.edu.au/services/disability-support>.
